Fifth Grade

Fifth Grade Goal: Continue to develop keyboarding, word processing and research skills.

[ISTE Standards for Technology (NETS for Students)](#)
[ISTE Standards for Technology (NETS for Teachers)](#)

The Student will...

1. Organize information in a database format and perform simple functions like sorting. (Excel)
2. Keyboard at least 10 wpm using touch typing skills. The goal is for students to type at 30 wpm if using a traditional keyboarding class - meeting at least 3 times per week for a minimum of 15 minutes each session.
3. Use a word processor effectively to compose and format longer stories and reports.
4. Know basic keyboard shortcuts: copy/paste, and print.
5. Create a simple spreadsheet as a part of math or science learning activities.
6. Use a variety of media to present information from digital research.
7. Document sources referenced in research.
8. Continue to learn safe and ethical uses of informational technology.
9. Recognize the term Digital Citizenship and what it means.
10. Follow school district policies and other regulations when using resources, including print and digital.
11. Learn how to organize files into folders.
12. Know a system for bookmarking websites.
13. Be familiar with basic menus within applications.