**Technology 7 Curricular Unit Outline**

Unit 1 (1 week)

 Computer Strategies & Shortcuts

 Acceptable Use

Ethics/Web Evaluation

Searching Techniques

Unit 2 (2 weeks)

 Word Processing w/Google Document

 Setting Tabs/Margins/Columns

 Research Tool

 Citing Sources

 Family Portrait Project

Unit 3 (2 weeks)

Creating Spreadsheets w/Google Spreadsheet

 Calendar

 Checkbook Register

 Data Collection/Analysis – “Hungry Mungry”

Unit 4 (2 weeks)

 Dream Vacation Project

Unit 5 (2 weeks)

 Presentation Tools

 Prezi

 Creaza

 eMaze

 Haiku Deck

 Google Presenter

Unit 6 (3 weeks)

 Digital Photography

 Rules for Good Photo Composition

 Post-editing