Year Long Plan 2015/2016

3rd Grade Computers

Sara Shadid

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| **August/ September** | **October** | **November/ December** | **January** |
| * Lab rules/ expectations
* Keyboarding
 | * Keyboarding
* Microsoft Word: Typing: change font, font color, font size, saving a document
 | * Keyboarding
* Microsoft Word: underline, bold, italicize, highlight
 | * Computer careers
* Keyboarding
* Microsoft Word: highlight, copy, cut, paste
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| **February** | **March** | **April** | **May** |
| * Keyboarding
* Microsoft Word: adding pictures and shapes
* Microsoft Word: resizing and moving pictures and shapes
 | * Keyboarding
* Short stories
 | * Writing a short story
* Keyboarding
* Research skills
 | * Finish short stories
* Keyboarding
* Google Maps
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