

Must Master List for PT1 Students

- Students understand the primary parts of the computer.(1)
- Students are able to navigate through the CMS network.(1)
- Students should understand the primary components of the network.(1)
- Students are familiar with common computer peripherals for storage, imaging, scanning, printing and video.(1)
- Students are able to create a variety of publication style documents.(3,4)
- Students are able to create a basic webpage with functioning links.(1,3,4)
- Students are able to manipulate properties of images.(1,3)
- Students are able to manipulate a timeline for use in basic animations and video. (1,3)
- Students understand the concept of layers and are able to manipulate layers in a variety of software programs.(1,3)
- Students understand appropriate use of the internet in the school environment.(2)
- Students identify ethical and moral issues related to Copyright Laws in relation to music and software.(2)
- Students can create a portable portfolio of all their work.(1,3,4)
- Students can create an appropriate presentation for a given audience.(3,4)
- S students can comfortably present a PP in front of an audience.(3, 4)
- Students are able to manipulate spreadsheets, enter formulas and create graphs. (3,6)

All numbers are linked to the six [NETS Standards for Students](#).

Essential Questions

1. Locate and define the function of the following items in your computer: processor, RAM, hard drive, USB drive, CD-R drive, video card.
2. Is it possible to send an email to yourself with a document attached that is located in your HS Folder on the school network? Explain how to do this.
3. Describe the process for getting a physical picture into a digital format and save it in a common image file format.
4. Describe how to get digital pictures off of a digital camera onto a computer.
5. What characteristics about your audience or content will determine the type of publication you choose to create?
6. Can you ever truly trust a picture you see as “fact”?
7. What is a timeline and how does it relate to creation of 2D animation and video?
8. How does the availability of layers in various graphics programs allow you to create enhanced pictures, animations and video?
9. Is the use of peer to peer file sharing to obtain music and other materials on the school network appropriate use of the network? Is it breaking Copyright Laws?
10. Can you open and run a Power Point presentation from a CD that has a link to a file on the same CD? Explain the steps you must take to make this possible.
11. What are the factors you must consider when creating the slide content of a Power Point Presentation?
12. How can a spreadsheet help you to gather information, process it for a purpose and make an informed decision from that data?