

# Computer Science Intensive English

## ESL 160 Computers

No graduation credit  
2 days per week; 1 year  
Taught in English

This is a **required course for IE grade students** in the CAT program only. The purpose of this course is to prepare students for success in a 7th grade computer classroom environment and develop skills to use computers as a learning tool for other classes. There will be a heavy emphasis on English vocabulary in relation to computer components, programs and operational terminology. Students will work with typing, word processing, spreadsheets, slide show presentations, Google tools, and Internet searches. At all times the course will seek to show students practical academic and everyday life applications for the computer skills being developed.

Textbook: NONE  
Prerequisite: NONE

Benchmark Code – Subject: Intensive English Computer Science = IECS

Strand 1= Operating the Computer

Strand 2= Keyboarding

Strand 3= Word Processing

Strand 4= Graphics

Strand 5= Internet

Strand 6= Multimedia

Strand 7= Spreadsheets

Strand 8= Databases

Strand 9= Authoring Software

Standards

1.- The student understands basic technology operations and concepts.

2.- The student uses technology responsibly and ethically.

3.- The student uses technology to communicate effectively and creatively.

4.- The student uses technology for thinking, learning, and producing real world situation.

5.- The student uses technology for research, problem-solving, and decision-making.

Code: Subject.Grade.Strand#.Standard#. Benchmark#

## Strand 1: Operating the Computer

Standard 1: The student understands basic technology operations and concepts.

Benchmark Code	Benchmark
IECS.1.1.1	The student will describe a computer, software, hardware, input devices, output devices, storage devices, an icon, a file, and a folder.
IECS.1.1.2	The student will identify external parts of a computer.
IECS.1.1.3	The student will identify input, output, and storage devices and describe their functions.
IECS.1.1.4	The student will access school computers effectively using a personal username and password.

<b>Strand 2: Keyboarding</b>	
Standard 1: The student understands basic technology operations and concepts.	
Benchmark Code	Benchmark
IECS.2.1.1	The student will recognize and use simple keys.
IECS.2.1.2	The student will identify and use the home row.
IECS.2.1.3	The student will begin to correctly touch type.
<b>Strand 3: Word Processing</b>	
Standard 1: The student understands basic technology operations and concepts.	
Benchmark Code	Benchmark
IECS.3.1.1	The student will identify key elements in word processing programs: Word and PowerPoint.
IECS.3.1.2	The student will memorize and apply basic features: create new files, open a file, selecting, undo the action, redo the action, copy, paste, cut, save, delete, and recover in word processing.
IECS.3.1.3	The student will apply formatting tools in word processing programs: formatting paragraphs, spacing between lines and characters, spell check, find and replace text, bullets and numbers, indent paragraphs, margins, borders, shading, page layout and header and footer.
IECS.3.1.4	The student will add and set columns, tables, pictures, WordArt, text boxes, and autosshapes.
IECS.3.1.5	The student will apply templates in Word to create a variety of publications (for example: brochures, business cards, business letters, certificates, calendars, catalogs, envelopes, flyers, greeting cards, invitations, labels, letterhead, menus, newsletters, postcards, programs, resumes and signs).
IECS.3.1.6	The student will create, modify, and delete presentations using a template or a blank presentation in PowerPoint.
IECS.3.1.7	The student will insert, customize, delete, and move a slide.
IECS.3.1.8	The student will create, modify, and delete a chart in slide.
IECS.3.1.9	The student will apply appropriate animations, transitions in PowerPoint to create an attractive and interesting presentation.
IECS.3.1.10	The student will apply multimedia elements in a slide, such as sound, video or back music.
<b>Strand 4: Internet</b>	
Standard 1: The student understands basic technology operations and concepts.	
Benchmark Code	Benchmark
IECS.4.1.1	The student will describe a navigator.
IECS.4.1.2	The student will search for information on the Internet.

IECS.4.1.3	The student will identify the various online tools within a Google account (Gmail, Google Drive, Calendar, Search, Maps)
IECS.4.1.4	The student will upload and download files to and from the Internet.
IECS.4.1.5	The student will use Google Drive to create, store, organize and share documents.
IECS.4.1.6	The student will correctly use an email account.
IECS.4.1.7	The student will correctly use Moodle to participate in class and submit assignments.
<b>Strand 5: Spreadsheets</b>	
Standard 1: The student understands basic technology operations and concepts.	
Benchmark Code	Benchmark
IECS.5.1.1	The student will identify key elements in the Excel screen.
IECS.5.1.2	The student will identify the elements of an Excel spreadsheet.
IECS.5.1.3	The student will apply basic technique with columns and rows: Insert, delete, and adjust size.
IECS.5.1.4	The student will memorize and apply basic features: create new workbook, open a file, select, undo, redo, copy, paste, cut, save, delete, and recover workbooks.
IECS.5.1.5	The student will apply cell format, borders, shading, and size.
IECS.5.1.6	The student will recognize and use functions and formulas.
IECS.5.1.7	The student will create a graphic chart.
IECS.5.1.8	The student will add, modify, and delete elements of the graphic chart.