

Seventh Grade Technology Skills Checklist

Student Name		
<input type="checkbox"/>	Use appropriate Search tools and strategies for specific assignments or projects: Research Skills	
<input type="checkbox"/>	Evaluate quality of Internet resources to determine credibility, timeliness and accuracy: Research Skills	
<input type="checkbox"/>	Navigate file system (local and network): Computing Skills	
<input type="checkbox"/>	Use outline tools for prewriting purposes (expand, collapse): Word Processing	
<input type="checkbox"/>	Create a multimedia presentation.: Graphics and Presentation	
<input type="checkbox"/>	Save, export and import graphics in a variety of formats: Graphics and Presentation	
<input type="checkbox"/>	Know the dangers of cyber-bullying: Internet Safety	
<input type="checkbox"/>	Understand what to do if you are a victim of cyber-bullying.: Internet Safety	
<input type="checkbox"/>	Find the sum of a column in a spreadsheet: Spreadsheets & Databases	
# words per minute		Improve words per minute: Keyboarding
# errors		Improve accuracy: Keyboarding
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