Mississippi CTE

Information and Communication Technology II (2014): Grades 6, 7, 8

Adopted 2014

Orientation, Ethics, and Keyboarding

1. **Identify school policies, program policies, and safety procedures related to Information and Communication Technology II (ICT II).** 1.1
   a. Preview school handbook, the technology acceptable use policy, and other safety procedures for building level. 1.1.A
   b. Preview course outline and its relevance in today's workforce. 1.1.B
   c. Recognize appropriate safety measures in relation to technology in the computer lab and internet usage. 1.1.C
   d. Provide an overview of career pathways and careers related to each pathway. 1.1.D

2. **Identify ethical issues related to technology and the workplace.** 1.2
   a. Discuss ethics related to computer usage. 1.2.A
   b. Discuss ethics related to educational applications. 1.2.B
   c. Discuss ethics related to the workplace. 1.2.C

3. **Perform keyboarding applications.** 1.3
   a. Demonstrate proper keyboarding techniques (ongoing). 1.3.A
   b. Demonstrate speed and accuracy with the touch keyboard (ongoing). 1.3.B

4. **Discover career opportunities within the Law, Public Safety, Corrections, & Security career cluster.** 1.4
   a. Research career opportunities for employment in law, public safety, corrections, and security by exploring the Law, Public Safety, Corrections, & Security career cluster. 1.4.A
   b. Examine the requirements, skills, wages, education, and employment opportunities in at least one career pathway from the Law, Public Safety, Corrections, & Security career cluster. 1.4.B
   c. Link technology skills and knowledge of ethics with employment opportunities in the Law, Public Safety, Corrections, & Security career cluster. 1.4.C

Skip to main content

5. **Interact with teachers, peers, and course material using a learning management system.** 1.5
   a. Discover online learning environments and how they operate among teachers and students. 1.5.A
   b. Demonstrate proper email etiquette. 1.5.B
   c. Participate in online learning methods such as discussion boards, student journals, blogs, wikis, and so forth. 1.5.C

Lab Management and Networking

1. **Discover career opportunities within the Information Technology career cluster.** 2.1
   a. Research career opportunities for employment in lab management and networking by exploring the Information Technology career cluster. 2.1.A
   b. Examine the requirements, skills, wages, education and employment opportunities in at least one career pathway from the Information and Technology career cluster. 2.1.B
   c. Link lab management and networking skills with employment opportunities in the Information Technology career cluster. 2.1.C
2. **Explain basic network components.** 2.2
   a. Discuss the terminology and components of a successful network. 2.2.A
   b. List advantages of using a network. 2.2.B
   c. Differentiate among different types of networks. 2.2.C
   d. Describe the various network communications. 2.2.D
3. **Demonstrate network design and management.** 2.3
   a. Recognize different ways to set up a network using multiple topologies. 2.3.A
   b. Differentiate between network designs. 2.3.B
   c. Recreate your classroom lab network design. 2.3.C
   d. Design a computer lab. 2.3.D
   e. Troubleshoot common problems in a networked computer lab. 2.3.E

Financial Literacy

1. **Discover career opportunities within the Finance career cluster.** 3.1
   a. Research career opportunities for employment in financial literacy by exploring the Finance career cluster. 3.1.A
   b. Examine the requirements, skills, wages, education, and employment opportunities in at least one career pathway from the Finance career cluster. 3.1.B
   c. Link financial literacy skills with employment opportunities in the Finance career cluster. 3.1.C

Skip to main content

2. **Apply reliable information and systematic decision making to personal financial decisions.** 3.2

a. Find and evaluate financial information from a variety of sources. 3.2.A

b. Make financial decisions by systematically considering alternatives and consequences. 3.2.B

c. Control personal information. 3.2.C

3. **Use a career plan to develop personal income potential.** 3.3

a. Evaluate income potential of various career options. 3.3.A

b. Identify sources of personal income. 3.3.B

c. Describe factors affecting take-home pay. 3.3.C

4. **Organize personal finances and use a budget to manage cash flow.** 3.4

a. Develop a plan for spending and saving. 3.4.A

b. Describe how to use different payment methods. 3.4.B

c. Manage and maintain a functioning budget. 3.4.C

Spreadsheet Applications

1. **Investigate spreadsheet applications in the context of the Human Services career cluster.** 4.1

a. Research opportunities for employment in Human Services career cluster. 4.1.A

b. Link careers in the Human Services career cluster to spreadsheet application skills. 4.1.B

c. Apply skills and knowledge of human services and spreadsheet applications to a real-world scenario associated with the Human Services career cluster. 4.1.C

2. **Discover the purposes of spreadsheet applications.** 4.2

a. Define basic terminology relating to a spreadsheet program. 4.2.A

b. Identify parts of the spreadsheet window. 4.2.B

3. **Perform spreadsheet applications in the context of the Human Services career cluster.** 4.3

a. Demonstrate the use of basic spreadsheet format and edit commands. 4.3.A

b. Demonstrate the use of basic spreadsheet formulas. 4.3.B

c. Demonstrate the use of basic spreadsheet functions. 4.3.C

d. Demonstrate other basic spreadsheet commands including sorting and filtering. 4.3.D

Skip to main content

4. **Develop and interpret spreadsheet tables, charts, and figures to support written and oral Communication.** 4.4
   a. Create spreadsheet tables, charts, and figures to support written and oral communication. 4.4.A
   b. Interpret spreadsheet tables, charts, and figures used to support written and oral communication. 4.4.B

Database Applications

1. **Discover career opportunities within the Health Science career cluster.** 5.1
   a. Research opportunities for employment in Health Services career cluster. 5.1.A
   b. Link careers in the Health Services career cluster to database application skills. 5.1.B
   c. Apply skills and knowledge of health services and database applications to a real-world scenario associated with the Human Services career cluster. 5.1.C
2. **Discover the purposes of database applications.** 5.2
   a. Define terminology associated with database applications. 5.2.A
   b. Identify components of a database application screen. 5.2.B
3. **Perform database applications.** 5.3
   a. Demonstrate the use of a database. 5.3.A
   b. Create and modify forms and tables in a database. 5.3.B
   c. Enter and update records in a database. 5.3.C
   d. Sort records in a database. 5.3.D
4. **Perform advanced database applications.** 5.4
   a. Compare and contrast a database and a relational database. 5.4.A
   b. Create queries. 5.4.B
   c. Create mailing labels. 5.4.C
   d. Create a mail merge using a database and word processing file. 5.4.D
   e. Create reports. 5.4.E

Design Applications

1. **Discover career opportunities within the Science, Technology, Engineering and Mathematics; Transportation, Distribution and Logistics; and Architecture and Construction career clusters.** 6.1
   a. Research career opportunities for employment in design in the Science, Technology, Engineering and Mathematics; Transportation, Distribution and Logistics; and Architecture and Construction career clusters. 6.1.A
   b. Link design application skills with employment opportunities in the Science, Technology, Engineering and Mathematics; Transportation, Distribution and Logistics; and Architecture and Construction career clusters. 6.1.B

Skip to main content

c. Apply skills and knowledge in these areas and design applications to a real-world scenario associated with these career clusters. 6.1.C

2. **Discover the purposes of design applications.** 6.2
   a. Identify terminology used with advanced design applications. 6.2.A
   b. Identify the basic components of an advanced design application screen. 6.2.B
3. **Perform design applications.** 6.3
   a. Demonstrate the use of basic computer-aided design application software. 6.3.A
   b. Create a simple model using basic styling and simple colors. 6.3.B
4. **Create advanced design applications.** 6.4
   a. Make complex choices when using a computer-aided design application. 6.4.A
   b. Incorporate advanced computer-aided design applications to create a comprehensive project. 6.4.B

Graphic Design Applications

1. **Discover career opportunities within the Arts, A/V Technology, & Communications and the Marketing career clusters.** 7.1
   a. Research career opportunities for employment in graphic design by exploring the Arts, A/V Technology, & Communication and the Marketing career clusters. 7.1.A
   b. Link graphic design skills with employment opportunities in the Arts, A/V Technology, & Communications and the Marketing career clusters. 7.1.B
   c. Apply skills and knowledge of graphic design applications to a real-world scenario associated with the Arts, A/V Technology, & Communications and the Marketing career clusters. 7.1.C
2. **Discover the purposes of graphic design applications.** 7.2
   a. Identify terminology used with graphic design applications. 7.2.A
   b. Identify the basic components of a graphic design application screen. 7.2.B
   c. Identify legal issues related to graphic design 7.2.C
   d. Differentiate between 2D and 3D computer graphic design concepts. 7.2.D
3. **Perform graphic design applications.** 7.3
   a. Create design elements for 2D and 3D products (such as business card, letterhead, magazine cover, and so forth.) 7.3.A
   b. Edit design elements for 2D and 3D products. 7.3.B
4. **Generate and manipulate graphics in common graphic design applications.** 7.4
   a. Construct transformations of graphic designs. 7.4.A
   b. Construct graphic animations. 7.4.B
   c. Generate the graphics and animations. 7.4.C

Skip to main content

Web Design Applications

1. **Discover career opportunities within the Agriculture, Food, and Natural Resources and Manufacturing career clusters.** 8.1
   a. Research careers opportunities for employment in web design by exploring the Agriculture, Food, and Natural Resources and Manufacturing career clusters. 8.1.A
   b. Link web design skills with employment opportunities in the Agriculture, Food, and Natural Resources and Manufacturing career clusters. 8.1.B
   c. Apply skills and knowledge of web design applications to a real-world scenario associated with the Agriculture, Food, and Natural Resources and Manufacturing career clusters. 8.1.C

2. **Discover the purposes of web design applications.** 8.2
   a. Define terminology associated with web design applications. 8.2.A
   b. Identify components of a web design application screen. 8.2.B

3. **Perform basic web design applications using the HTML programming language.** 8.3
   a. Demonstrate knowledge of HTML programming language. 8.3.A
   b. Create and modify web pages using HTML programming language. 8.3.B

4. **Perform advanced web design applications.** 8.4
   a. Demonstrate knowledge of a web design program. 8.4.A
   b. Create and modify webpages using a web design program. 8.4.B

5. **Design and create a web page.** 8.5
   a. Research a selected topic in order to design a webpage. 8.5.A
   b. Present researched information in a functional webpage. 8.5.B

Career Preparation

1. **Complete interest profiler and career exploration exercises.** 9.1
   a. Complete career interest survey and log results. 9.1.A
   b. Explore career options in career cluster(s) of choice. 9.1.B

2. **Complete a career plan builder.** 9.2
   a. Explore careers identified in the interest profiler. 9.2.A
   b. Explore future education plans and lifestyle choices. 9.2.B
   c. Complete an 8th grade course builder plan. 9.2.C

3. **Develop an individual career and academic plan (iCAP).** 9.3
   a. Link the iCAP to the 16 national career clusters and to secondary and postsecondary education. 9.3.A
   b. Apply the basic components of the iCAP to build a plan of study. 9.3.B

Skip to main content

c. Identify, select, and print courses that meet graduation requirements and that reflect the iCAP. 9.3.C

4. **Complete a scholarship finder exercise.** 9.4

a. Identify types of scholarships available. 9.4.A

b. Research and locate relevant college scholarships and applications. 9.4.B