EasyTech for Summer Grades 6-8

The EasyTech for Summer Menu helps students maintain their digital literacy skills during the summer. Assign all of the below units and let your students choose their own adventure.

UNIT	LESSON	MINUTES
Computer Fundamentals	Hardware Fundamentals: Mobile Devices are Technology To Go	15
	Hardware Fundamentals: Basic Components	25
	Hardware and Software Fundamentals: Networking	25
	Hardware and Software Fundamentals: Computing in the Cloud	15
	Software Fundamentals: Using Program Menus and Toolbars	25
	Software Fundamentals: Software, Buttons, and Controls	25
	Software Fundamentals: Navigating Ribbon Interfaces	12
	Computer Fundamental Unit Quiz	25
Keyboarding and Word Processing	Keyboarding: Keyboard Layout and Keyboarding Procedures	25
	Adaptive Keyboarding: Urban Keyboarding Explorer	30 daily
	Word Processing: Overview of Basic Skills	15
	Word Processing: Creating Professional Documents	15
	Word Processing: Flyer Print Design	15
	Word Processing: Visual Design	15
	Word Processing: Formatting Essays Using MLA	15
	Word Processing: Creating Original Works	45
	Word Processing: Finding Alternative Solutions to Problems	15
	Word Processing Middle Grades Unit Quiz	15
Computational Thinking and Coding Basics	Computational Thinking: Algorithms	15
	Computational Thinking: Modeling	15
	Let's Get Started: Challenges 0 - 5	45
	Turn Around: Challenges 6 - 10	45
	I Have a Plan: Challenges 11 - 15	45
	Turtle Lake: Challenges 16 - 20	45
Spreadsheets	Spreadsheets: Parts and Navigation	15
	Spreadsheets: Basic Formatting	15
	Spreadsheets: Analyzing Data	15
	Spreadsheets: Formulas	15
	Spreadsheets: Functions	15
	Spreadsheets: Sharing and Filtering	15
	Spreadsheets: Trends and Forecasts	45
	Spreadsheet Software Unit Quiz	15

UNIT	LESSON	MINUTES
Presentations and Multimedia	Presentations: Basic Slide Show Elements	15
	Presentations: Consistency and Visual Design	15
	Presentations: Motion Design	15
	Presentations: Designing Non-Linear Presentations	15
	Presentation Software Unit Quiz	15
	Multimedia: Creating and Enhancing Images and Graphics	15
	Multimedia: Designing Documents with Desktop Publishing	15
	Multimedia: Creating and Editing Video and Audio	15
Web Browsing	Internet Usage: Browsing on the Internet	25
	Internet Usage: URLs and Websites	25
	Internet Usage: Web Searches	25
	Online Safety: Ethical Use of Digital Resources	15
	Web Browsing Unit Quiz	15
Online Safety and Internet Usage	Online Communications: Communicating with Instant Messaging	15
	Online Communication: Sharing on a Community Site	15
	Online Safety: Digital Citizenship	15
	Online Communications: Reading and Writing Blogs	18
	Online Communications: Navigation and Mapping	15
	Online Safety: Dealing with Cyberbullying	15
	Internet Usage: Validity and Sourcing	25
	Internet Usage: Navigating the World Wide Web	15
	Online Communications: Online Personal Communication	15
	Online Communication: Sharing Safely Online	15
	Internet Usage: Being a Global Citizen with Mapping Tools	15
	Online Communication: Using Personal Learning Networks	15