



## CORRELATION CURRICULUM FRAMEWORKS

**COURSE TITLE: Computer Applications (Grades 9-12)**

**COURSE NUMBER: N/A**

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**PUBLISHER: Glencoe/McGraw-Hill**

INTENDED OUTCOMES (Number and outcome)	PAGE(S) OR LOCATION(S) WHERE TAUGHT	I/M*
1. Appropriate use of varied input and output devices, and file management and transfer concepts.	pp. 17-18, 23-26, 278-286, 602-607, 702-703, 949-953 Ex. 1-1, pp. 1218-1219 Appendix A-B, pp. A2-A11 Appendix D, pp. A14-A15	      
2. Ergonomic principles applicable to the configuration of computer workstations. (Basic)	None	
3. Information systems (Basic)		
3.1 Keyboarding skills.	pp. 17-18, 41-44, 64-78, 404-405, 412-413, 990-992 Ex 1-7, pp. 984-985 Note, p. 1028	    M
3.2 Current and emerging computer technology and software.	pp. 12-28, 355-378, 397-418, 652-674, 970-997 Appendix A, pp. A2-A10	  
3.3 Communications and networking systems.	Ex. 1-10, p. 25 pp. 283-285, 355-378 Using Help, p. 78-79, 606-607 Ex. 1-12, pp. 669-670 Table 4-3, "Hyperlink," p. 1097 Teachers Edition: Teacher Note 1, p. 25	M       M M

<b>INTENDED OUTCOMES</b> (Number and outcome)	<b>PAGE(S) OR LOCATION(S)</b> <b>WHERE TAUGHT</b>	<b>I/M*</b>
3.4 Install and update software.	pp. xv-xvi Use the Run Command, p. A9	I M
3.5 Reference sources such as on-line help, vendor bulletin boards, tutorials, and manuals available for application software. (Basic/Intermediate)	Using Help: pp. 78-79, 143, 478-479, 673-674, 704 Appendices A-D, pp. A2-A14	I I
3.6 Troubleshooting problems with computer software, hardware, peripherals, and other office equipment. (Basic/Intermediate)	Using Help: pp. 78-79, 103-104, 285-286, 478-479, 528, 998 Note, p. 466 Protecting Files, pp. 518-519 Ex. 1-13, p. 992-994	I M I I
3.7 Activities for demonstrating proficiency in keyboarding.	Ex. 3-2, pp. 66-67 Ex. 3-4, pp. 68-69 Ex. 3-7, pp. 71-72 Ex. 8-13, p. 219-220 Ex. 1-10, pp. 412-413 Ex. 1-11 & 1-12, pp. 990-992	I I I I I I
3.8 Activities for demonstrating proficiency in troubleshooting computer problems.	Using Help, pp. 78-79, 103-104, 285-286, 478-479, 528, 998 Critical Thinking #2, p. 253 Ex. 4-14 to 4-16, pp. 518-520 Ex. 5-8, pp. 555-556	I I I I
4. Word Processing		
4.1 Creating, editing and manipulating documents using word processing software.	pp. 12-28, 43-54, 208-224, 237-250	I
4.2 Activities for demonstrating proficiency with word processing software. (Basic)	Ex. 1-15 to 1-21, pp. 31-37 Ex. 3-22 , pp. 87-88 Unit App. 1-4, pp. 117-118 Ex. 6-17, pp. 175-176 Ex. 8-17 & 8-18, pp. 226-229	I I I I I

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4.3 Activities for demonstrating proficiency with advanced word processing skills. (Intermediate)	Ex. 8-24, pp. 234-235 Ex. 10-14, pp. 293-294 Ex. 12-19, pp. 346-347 Unit App. 4-1, pp. 348-349 Unit App. 4-4, pp. 353-354	       
5.0 Spreadsheets		
5.1 Using words, symbols, variables, tables, and graphs. (Basic/Intermediate)	pp. 428-431, 440-448, 571-575, 1095-1102 Ex. 2-5, p. 434 Ex. 1-5, pp. 980-982	     
5.2 Mathematical processes and tools. (Basic)	pp. 440-448, 544-551, 571-575 Unit App. 1-6, p. 498 Ex. 6-8, pp. 579-580 Unit App. 2-6, p. 626 Ex. 6-17, pp. 1196-1198	       
5.3 The impact of changing parameters of given functions. (Basic)	pp. 440-448 Ex. 2-19 to 2-23, pp. 453-459 Ex. 2-26, pp. 461-462 Critical Thinking #2, p. 481 Ex. 4-4, pp. 507-509 Ex. 5-3, pp. 547-548	         
5.4 Limitations of using statistical techniques and data in making inferences and valid arguments. (Basic)	None	
5.5 Activities for demonstrating proficiency with spreadsheets. (Intermediate)	Ex. 2-24 & 2-25, pp. 459-461 Ex. 3-25, pp. 489-491 Unit App. 1-4 & 1-5, pp. 495-498 Ex. 4-29, pp. 537-538 Ex. 6-16, pp. 592-593 Unit App. 2-5, pp. 624-626	         

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<b>6. Databases (Basic)</b>		
6.1 Creating, editing and manipulating documents using databases.	pp. 970-998, 1008-1032, 1044-1070, 1133-1162	I
6.2 Multiple systems for organizing data.	pp. 501-514, 571-581, 970-988, 1088-1120, 1200-1201 Ex. 7-10, pp. 189-190	I I
6.3 Charts, tables, and plots.	pp. 397-404, 435-449, 501-516, 982-989, 1009-1011, 1088-1120	I
6.4. Activities for demonstrating proficiency with databases. (Intermediate)	Ex. 3-23, pp. 1077-1078 Unit App. 1-2, pp. 1083-1084 Ex. 4-24 & 4-25, pp. 1130-1132 Ex. 5-25, pp. 1170-1171 Unit App. 2-5, p. 1216	I I I I I
<b>7. Graphic images (Basic)</b>		
7.1 Production elements that contribute to the effectiveness of a specific medium.	pp. 783-804, 822-846, 861-883, 897-917, 1029-1031	I
7.2 Integrating multimedia and technology into presentations.	Ex. 1-12, pp. 669-670 Tip, p. 703 Ex. 6-27, pp. 858-860 pp. 844-845, 1029-1031	I M I I
7.3 Tools, media, processes, and techniques.	Critical Thinking #2, p. 676 Ex. 1-12, pp. 669-670 Tip, p. 703 pp. 799-802, 823-829, 844-845, 1029-1031	M I M I

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7.4 Maps, geographic technologies including geographic information systems (GIS) and satellite-produced imagery, and other advanced graphic representations. (Intermediate)	None	
7.5 Activities for demonstrating proficiency with manipulating graphic images. (Intermediate)	Ex. 6-22, pp. 851-853 Ex. 6-26, pp. 857-858 Ex. 8-25, pp. 929-930 Ex. 8-27, pp. 932-933 Unit App. 3-3, pp. 938-940	       
8. Research using telecommunications and the Internet. (Basic)		
8.1 Research skills and tools.	Using Help: pp. 27, 78, 704, 846, 1031 Table 1-2, "Search the Web," p. 655 Ex. 6-1, pp. 823-824	 M 
8.2 Primary source information.	Using Help: pp. 27, 78, 704, 846, 1031	
8.3 Access, process, and transmit information through all mediums (e.g. fax, e-mail, modem, Internet, teleconferencing).	pp. 363-374, 633-634, 949-953 Ex. 10-8, pp. 284-285 Ex. 1-8, pp. 369-371 Using Help, pp. 606-607 Ex. 1-12, pp. 669-670 Table 4-3, "Hyperlink," p. 1097	         M
8.4 Activities for demonstrating proficiency with electronic research. (Intermediate)	Using Help: pp. 27, 78, 704, 846, 1031 Ex. 6-1, pp. 823-824 Unit App. 4-4, pp. 353-354	   M
9. The impact of computers on society and the need for their ethical use. (Basic)	Critical Thinking #1, p. 106 Critical Thinking #1, p. 420 Critical Thinking #2, p. 609 Critical Thinking #2, p. 1034	M M M M

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10. Using information management tools and logical planning to describe the tasks ,resources , and timelines necessary for the completion of specified projects. (Intermediate/Advanced)		
10.1 Activities for demonstration of proficiency at both intermediate and advanced levels of using information management tools.	Table, p. 390 pp. 602-606, 1044-1066, 1222-1231 Ex. 3-4 to 3-7, pp. 949-953 Ex. 1-11, pp. 1235-1236	     
11. Using input and output devices for file management and transfer concepts. (Intermediate)	Ex. 7-12, p. 613 pp. 627-636, 949-953, 1217-1231 Ex. 1-11, pp. 1235-1236	   
12. Access strategies and appropriate use of the Internet and electronic communications. (Intermediate)	Using Help: pp. 27, 78, 606-607 pp. 283-285, 363-365, 945-948 Critical Thinking 1&2, p. 380	   M
13. Creating visual organizers and design solutions (e.g., storyboards, flowcharts, schematic drawings) for specified problems. (Intermediate)		
13.1 Activities that provide the opportunity to demonstrate proficiency with these skills and concepts.	pp. 502-504 Ex. 4-24, pp. 530-532 Ex. 4-31, pp. 540-543 Ex. 1-7, pp. 662-665 Ex. 3-2, pp. 726 Ex. 5-14, pp. 1155-1156	         
14. Productivity and multimedia tools and peripherals. (Intermediate)	pp. 278-285, 516-527, 844-845, 1029-1031 Ex. 4-26, pp. 533-534 Ex. 6-22 & 6-23, pp. 851-854 Ex. 6-27, pp. 858-860	       

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15. Activities to demonstrate skill in using technology to increase productivity and enhance performance. (Basic/Intermediate/Advanced)	Ex. 1-19, pp. 422-423 Ex. 4-13, pp. 517-518 Critical Thinking #1, p. 609 Ex. 7-9, pp. 609-611 pp. 737-739 Ex. 1-12 & 1-13, pp. 1236-1238	I I M I I I

I = Taught Indepth

M = Mentioned only