

# Unit 2a-Tech: Keyboarding

Content Area: **Technology**  
Course(s): **Technology 3**  
Time Period: **Marking Period 2**  
Length: **December**  
Status: **Published**

## Essential Questions

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How will learning to keyboard help me with my academics today and my career tomorrow?

## Big Ideas

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Students gain proficiency, accuracy, and speed in touch keyboarding. Students understand the layout and configuration of common QWERTY keyboards, including common hotkeys and shortcut key combinations.

## Enduring Understandings

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8.2.5.ITH.2: Evaluate how well a new tool has met its intended purpose and identify any shortcomings it might have.

8.2.5.ITH.3: Analyze the effectiveness of a new product or system and identify the positive and/or negative consequences resulting from its use.

8.2.5.ITH.4: Describe a technology/tool that has made the way people live easier or has led to a new business or career.

## Activities and Assessments

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- The Great Keyboarding Adventure
- Keyboard shortcuts- ctrl a, ctrl c, and ctrl v
- Home row, upper row, lower row

- Numbers
- Right shift and c
- Left shift and colon
- Periods and spacing
- SMART Homes- Pros and Cons
- Assistive Technology

Resources:

Learning.com

[Smart Home of the Future](#)

[\*\*Jane Velkovski: The life-changing power of assistive technologies\*\*](#)

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