

**TEKNIMEDIA'S COMPUTER LITERACY SERIES**  
**Correlation to**  
**The Virginia Standards of Learning Assessment Program**  
**Grade Eight Computer/Technology Standards**

Grade 8 Computer/Technology Standards	Teknimedia's Computer Literacy Series
<b>Reporting Category: Understanding of Application Software</b>	
C/T8.1 The student will communicate through application software.	Pre-requisite Skills: PC101 - Computer Basics, Sec. 3.1-3.4
a) Compose and edit a multipage document at the keyboard, using word processing skills and the writing process steps.	Pre-requisite Skills: PC100 - Basic Skills PC101 - Computer Basics, Sec. 3.3 PC110 - Files and Folders
b) Communicate with spreadsheets by entering data and setting up formulas, analyzing data, and creating graphs or charts to visually represent data.	Pre-requisite Skills: PC100 - Basic Skills PC101 - Computer Basics, Sec. 3.3 PC110 - Files and Folders
c) Communicate with databases by defining fields and entering data, sorting, and producing reports in various forms.	Pre-requisite Skills: PC100 - Basic Skills PC101 - Computer Basics, Sec. 3.3 PC110 - Files and Folders
d) Use advanced publishing software, graphics programs, and scanners to produce page layouts.	Pre-requisite Skills: PC100 - Basic Skills PC101 - Computer Basics, Sec. 3.3 PC110 - Files and Folders
e) Integrate databases, graphics, and spreadsheets into word-processed documents.	Pre-requisite Skills: PC100 - Basic Skills PC101 - Computer Basics, Sec. 3.3
<b>Reporting Category: Understanding of Electronic Communications</b>	
C/T8.2 The student will communicate through networks and telecommunication.	Pre-requisite Skills: PC101 - Computer Basics, Sec. 5.1-5.3 PC120 - The Internet Using Netscape PC125 - The Internet Using Internet Explorer & Outlook Express
a) Use local and worldwide network communication systems.	Pre-requisite Skills: PC101 - Computer Basics, Sec. 5.2 PC120 - The Internet Using Netscape PC125 - The Internet Using Internet Explorer & Outlook Express

C/T8.3 The student will have a basic understanding of computer processing, storing, retrieval, and transmission technologies and a practical appreciation of the relevant advantages and disadvantages of various processing, storage, retrieval, and transmission technologies.	PC101 - Computer Basics, Sec. 1.3, 2.2-2.4, 2.6, 3.1-3.2, 3.4, 4.1-4.3, 5.1 PC120 - The Internet Using Netscape, Sec. 1-8 PC125 - The Internet Using Internet Explorer & Outlook Express, Sec. 1-8
<b>Reporting Category: Ability to Access, Retrieve, and Analyze Information</b>	
C/T8.4 The student will process, store, retrieve, and transmit electronic information.	Pre-requisite Skills: PC100 - Basic Skills PC101 - Computer Basics, Sec. 5.1-5.3 PC110 - Files and Folders, Sec. 7-10, 13-14 PC120 - The Internet Using Netscape, Sec. 9-33 PC125 - The Internet Using Internet Explorer & Outlook Express, Sec. 9-32
a) Use search strategies to retrieve electronic information.	Pre-requisite Skills: PC100 - Basic Skills PC101 - Computer Basics, Sec. 5.1-5.3 PC110 - Files and Folders, Sec. 13-14 PC120 - The Internet Using Netscape, Sec. 9-16 PC125 - The Internet Using Internet Explorer & Outlook Express, Sec. 9-16
b) Use electronic encyclopedias, almanacs, indexes, and catalogs to retrieve and select relevant information.	Pre-requisite Skills: PC100 - Basic Skills PC120 - The Internet Using Netscape, Sec. 9-16 PC125 - The Internet Using Internet Explorer & Outlook Express, Sec. 9-16
d) Use local and wide-area networks and modem-delivered services to access and retrieve information from electronic databases.	Pre-requisite Skills: PC101 - Basic Skills, Sec. 5.1-5.3 PC120 - The Internet Using Netscape Sec. 9-16 PC125 - The Internet Using Internet Explorer & Outlook Express, Sec. 9-16
e) Use databases to perform research.	Pre-requisite Skills: PC100 - Basic Skills PC110 - Files and Folders, Sec. 7-10, 30-33