



## **WCS Parent Technology Resources**

### **Technology Standards in the Common Core**

The Common Core State Standards call for a more rigorous use of technology than the previously adopted California State Standards. In the areas of Reading Digital Texts and Writing for Publication alone, the shift to the Common Core is a vast undertaking. Below are just two examples of how technology skills are embedded into the Common Core State Standards. For a visual overview of the Technology Requirements embedded in the Common Core State Standards click the link below.

#### ***Examples from the Common Core***

**4th Grade Example Standard:** With some guidance and support from adults, use technology, including the Internet, to produce and publish writing as well as to interact and collaborate with others; demonstrate sufficient command of keyboarding skills to type a minimum of one page in a single sitting.

**7th Grade Example Standard:** Gather relevant information from multiple print and digital sources, assess the credibility of each source; and quote or paraphrase the data and conclusions of others while avoiding plagiarism and providing basic bibliographic information for sources.

[Click Here](#) for a visual representation of the Technology Standards which are embedded in the Common Core State Standards.

At Westlake Charter School, we have planned to roll out our Technology Expectations over a period of years spanning from Kindergarten through 8th Grade. We have planned out the first phase of this implementation to include Word Processing Skills and Digital Citizenship.

[Click Here](#) to view the first phase of the WCS Technology Continuum of Expectations.

### **Digital Citizenship**

#### **What is Digital Citizenship?**

Digital citizenship can be defined as the norms of appropriate, responsible behavior with regard to technology use. It covers, but is not limited to, internet safety, privacy and security, relationships and communication, cyberbullying, digital footprints and reputation, self image and identity, information literacy, and creative credit and copyright.

#### **Why is this important to learn now?**

Addressing the 21st century skill of digital citizenship is important to help students to learn, communicate and collaborate safely and responsibly. Our students embrace technology every day and we find it important to instill the etiquette of a digital citizen through school curriculum and practices. We want our Explorers to be able to take on the digital world while being safe and responsible citizens carrying the skills they have learned with them to high school, college, and career.

#### **What will my child be learning?**

The chart below outlines what skills will be introduced, reinforced and are expected to be mastered at each grade level. The right side of the chart is hyperlinked and will take you to an actual resource aligned with each standard.



SKILLS	K	1	2	3	4	5	6	7	8
<b><u>Internet Safety</u></b> <i>Students explore how the Internet offers a way to collaborate with others worldwide, while staying safe through employing strategies such as distinguishing between inappropriate contact and positive connections.</i>	I	R	R	R	R	M	M	M	M
<b><u>Information Literacy</u></b> <i>Information literacy includes the ability to identify, find, evaluate, and use information effectively. From effective search strategies to evaluation techniques, students learn how to evaluate the quality, credibility, and validity of websites, and give proper credit.</i>	I	R	R	R	R	R	R	M	M
<b><u>Privacy and Security</u></b> <i>Students learn strategies for managing their online information and keeping it secure from online risks such as identity thieves and phishing. They learn how to create strong passwords, how to avoid scams and schemes, and how to analyze privacy policies.</i>	I	R	R	R	R	R	R	R	M
<b><u>Relationships and Communication</u></b> <i>Students reflect on how they can use intrapersonal and interpersonal skills to build and strengthen positive online communication and communities. They delve into the concept of digital citizenship and digital ethics, and they reflect on their online interactions.</i>		I	R	R	R	R	R	R	R
<b><u>Creative Credit and Copyright</u></b> <i>Living in a “copy/paste” culture, students need to reflect on their responsibilities and rights as creators in the online spaces where they consume, create, and share information. From addressing plagiarism to piracy, students learn about copyright and fair use.</i>			I	R	R	R	R	R	M
<b><u>Self Image and Identity</u></b> <i>These lessons are designed to help students explore their own digital lives, focusing on their online versus their offline identity. Students learn the benefits and risks of presenting themselves through different personas and the effects on their sense of self, their reputation, and their relationships.</i>				I	R	R	R	R	R

I - Introduce	R - Reinforce	M - Mastery (ability to teach others)
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**How can I support this at home?**

Common Sense Media offers many resources for parents to support their child’s digital citizenship at home as well as at school. See these resources below.

- [Parent Concerns Menu](#)
- [Digital Glossary](#)
- [Family Media Agreements](#)
- [Home Device Contracts](#)
- [Family Tip Sheets](#)
- [Digital Dilemmas](#)
- [Tech 101 Videos](#)
- [Media Usage Logs](#)

**Stay Involved**

**How do I access my child’s account?**

At Westlake Charter School, every student will be issued a username and password for our Westlake Charter School maintained Google Apps for Education. Your student’s username and password will be shared with you by your child’s teacher. You may log into this account anytime using the login information provided by the teacher.

**Usernames, Passwords and Email**

It is very important to Westlake Charter School that each student learns the appropriate technology skills to meet the demands of the 21st Century in a safe learning environment.



To ensure student safety, especially as it pertains to online privacy, Westlake Charter School has adopted the following practices:

### ***Username Security***

Student first and last names are not used when creating Usernames and Passwords. A student username is comprised of a first initial + a last initial and a four digit code. For example John Smith may be [js2343@westlakecharter.com](mailto:js2343@westlakecharter.com).

### ***Password Security***

Each student, 2nd - 8th Grade, is issued a password that is created and managed by the school. If a password is ever compromised, it should be immediately be reported to the classroom teacher. The school will first freeze the account, then change the password on behalf of the student, then unfreeze the account.

All passwords are created based on a brain science rule explaining that most people can easily remember a five letter spelling word, like “books”, and a 3 digit code, like “593.” All passwords are 8 characters, comprised of a five letter spelling word and a three digit code, for example books593.

### ***Student Email***

Each student at Westlake Charter will be issued a Google Apps for Education Username and Password. This account offers a suite of online applications such as word processing, calendaring and email. The email accounts for Kinder & 1st Grade are completely turned off. Grades 2 - 8, have email accounts that are locked down so that they can only exchange email with School Staff.

A student email account can not send/receive emails from other students, nor from any email address outside of Westlake Charter School. All email is undiscoverable, therefore, even if someone had access to your student email address, their email would be blocked and returned to the sender. The Westlake Charter School Acceptable Use Policy dictates that student email accounts can only be used to communicate with staff regarding school business.

As a parent, you will have access to your student’s email account and can log in to monitor activity at any time. Furthermore, school personnel can monitor student email. All emails are archived and never deleted and therefore all email communication between students and staff can be monitored indefinitely.

## **Be Informed**

[Click Here](#) for The WCS Chromebook Guide

[Click Here](#) for the WCS Acceptable Use Policy

[Click Here](#) for the WCS Parent Google in Education Slide Presentation

### **Credit to...**

1. [Why is Digital Citizenship Important? Even for Youngest Kids](#)
2. [Common Sense Media](#)