

Wonowon Elementary School
Digital Citizenship Plan
2016 -2017

Vision / Mission Statement

At Wonowon Elementary the staff strives to guide our students into becoming confident, wise, and responsible digital citizens. We aim to integrate technology meaningfully, guide our students to develop their digital literacy skills, and equip them with the knowledge to ensure they can safely and effectively navigate various technologies available to them.

Our Community of Learners

Our school serves students from kindergarten to grade six in the community of Wonowon, BC. This community has a large Russian presence which is the primary background of our students. As access to computer and internet technology at home varies across the community our students' experience and ease with technology will also vary.

Technology at Wonowon

- Four Apple desktop computers
 - Office (1) , K/1 classroom (1), 2/3 classroom (2)
- Two Apple laptops
 - K/1 classroom (1), 2/3 classroom (1)
- Two iPad minis.
 - K/1 classroom (1), 2/3 classroom (1)
- Both the K/1 and 2/3 classrooms are equipped with a projector, smart board, and document viewer. The 4/5/6 classroom has a smart board installed on the wall and a document viewer but does not have a projector.
- The K/1 and 2/3 classrooms have Red Cat machines and listening stations.
- There are two wifi internet accounts at Wonowon Elementary
 - **SD60 Rural** and **SD60 - Student**

Developing Digital Citizenship

District 60 has identified three components of digital literacy educators should focus on in their classroom. These are foundational operations, processes for productivity, and communicating and inquiring.

Click on the title of each section below to be directed to the district site which colour codes the skills outlined below. The codes refer to the skills as either introductory, developmental, or independent.

**All the information under the next three headings was created for and is hosted on www.prn.bc.ca **

[Foundational Operations K- 5](#) Full Document

Kindergarten

- Communicates about technology using developmentally appropriate and accurate terms
- Turn on/off computer and monitor
- Use Mouse
- Log in using lab account with help
- Log in using own account with help
- Start Programs on Desktop
- Work with older student buddy and teachers to support use of computers

Grade 1

- Log in using lab account
- Log in using own account with help
- Know the difference between online / offline programs
- How to print responsibly

Grade 2

- Log in using own account (strategies on accounts)
- Save files to Network Folder

Grade 3

- Log in using own account
- Save files to Network Folder
- Use Library Search On-Line

Grade 4

- Log in using own account
- Create folders in their network folder
- Save files to network folder using appropriate names and in appropriate places
- Use Library Search On-Line
- Internet Search Safely

Grade 5

- Log in using own account

- Create folders in their network folder
- Save files to network folder using appropriate names and in appropriate places
- Identify internal components of a desktop computer
- Use Library Search On-Line
- Internet Search safely

Processes for Productivity K-5 Full Document

Kindergarten – Keyboarding, Paint (Tux Paint), Educational Games

Grade 1 – Keyboarding, Paint (Tux Paint), Mind Mapping, Reading Support, Educational Games

Grade 2 – Keyboarding, Paint (Tux Paint), Mind Mapping, Word Processing, Educational Games

Grade 3 – Keyboarding, Paint, (Tux Paint), Mind Mapping, Word Processing, Spreadsheets and Charts

Grade 4 – Keyboarding, Mind Mapping, Word Processing, Spreadsheets and Charts, Presentation, Integrate Applications

Grade 5 – Keyboarding, Mind Mapping, Word Processing, Spreadsheets and Charts, Presentation, Integrate Application

Communicating and Inquiring K-5

Kindergarten

- Use Tux/MS Paint to respond to a question/scene provided by a teacher/peer
- Use Tux Typing in game modes to familiarize students with keyboard
- Discuss digital citizenship and digital ethics – don't log in using someone else's account
- Discuss safety – don't share your personal information or that of others to someone online (Name, Photo, Address, Phone Number, Password, Plans etc.)
- Discuss safety- don't agree to meet with others you've met online unless accompanied by a parent/ trusted adult
- Use Kidspiration to sort shapes with different attributes (number of sides, types of shapes, colours)
- Cybersafety and Cyberbullying videos and discussion appropriate to grade

Grade 1

- Discuss responsible printing with the environment in mind
- Use Kidspiration to sort shapes with different attributes (number of sides, types of shapes, colours)
- Use Tux/MS Paint to create an exemplar for Social Responsibility / PBS
- Use Kidspiration as a class to outline a story book, use Tux/MS Paint to create student made pages with illustrations

- Use an online reading program Razkids (cost to school), Tumblebooks (cost to school)
- Discuss digital citizenship and ethics – do not use the accounts of others to log on to computers or services
- Discuss safety – don't share your personal information or that of others to someone online (Name, Photo, Address, Phone Number, Password, Plans etc.)
- Discuss safety – don't agree to meet with others you've met online unless accompanied by a parent/ trusted adult
- Cybersafety and Cyberbullying videos and discussion appropriate to grade

Grade 2

- Use word processor to respond to a question/scene provided by a teacher/peer (notebook, word, oo)
- Use Kidspiration for concept map, categorization of information, sorting of information
- Discuss digital citizenship and digital ethics – bullying online, citizenship in commenting on others work on or offline
- Discuss safety – don't share your personal information or that of others to someone online
- Discuss safety – don't agree to meet with others you've met online unless accompanied by a parent/ trusted adult
- Cybersafety and Cyberbullying videos and discussion appropriate to grade

Grade 3

- Work individually or in small groups and use Kidspiration/Inspiration to build an outline for a story, use Tux/MS Paint to create illustrations
- Discuss digital citizenship and digital ethics – bullying online, citizenship in commenting on others work on or offline
- Discuss safety – don't share your personal information or that of others to someone online (Name, Photo, Address, Phone Number, Password, Plans etc.)
- Discuss safety – don't agree to meet with others you've met online unless accompanied by a parent/ trusted adult
- Cybersafety and Cyberbullying videos and discussion appropriate to grade

Grade 4

- Create folders in your drive for different projects and save appropriate files there
- Use library search on-line to find resources for presentation (Worldbook)
- Develop Search skills
- Use inspiration to plan a presentation
- Discuss digital citizenship and digital ethics – bullying online, citizenship in commenting on others work on or offline
- Discuss safety – don't share your personal information or that of others to someone online (Name, Photo, Address, Phone Number, Password, Plans etc.)
- Discuss safety – don't agree to meet with others you've met online unless accompanied by a

- parent/ trusted adult
- Discuss with parents what services you use online, what are your accounts and passwords, who do you talk with online
- Internet Research Strategies – Is it True?
- Cybersafety and Cyberbullying videos and discussion appropriate to grade
- Self/Peer Exploitation
- Guided Blogging

Grade 5

- Multiple Webquest topics (District or Teacher created)
- Discuss digital citizenship and digital ethics
- Discuss Establishing norms as a class around use of personally owned technology (cell phones, laptops) – when and where are you allowed to use them, what does appropriate use mean to you
- Internet Research Strategies
- Discuss safety – don't share your personal information or that of others to someone online (Name, Photo, Address, Phone Number, Password, Plans etc.)
- Discuss safety – don't agree to meet with others you've met online unless accompanied by a parent/ trusted adult
- Discuss citizenship – don't portray yourself online as someone else
- Social Media and Safety
- Video games and responsibility (communication during games, appropriate levels)
- Importance of referencing the work of others
- Cybersafety and Cyberbullying videos and discussion appropriate to grade
- Self/Peer Exploitation
- Guided Blogging

The following is a list of helpful websites and videos. Included in this list are videos that were suggested viewing for the various stages of digital literacy education.

General Education for Educators

- [How to keep your kids safe online - Province of BC](#)
- [Erase Bullying](#)
- [Erase Bullying Video Selections](#)
- [Edutopia Article - List of Introductory, Developing, and Applied Computer Skills for K-6](#)
- [Net Smartz Kids](#)
- [ULA - Online Safety Smart Resources for Educators](#)

Primary Grades Specific

- [Lee & Kim -A cartoon about internet safety](#)

Intermediate Grades Specific

- [Required Presentation for Student use of Learn60.ca](#)
- [Adventures from MoodTown - Online Safety for Kids](#)
- [Steering Clear of Cyber Tricks](#)
- [Detecting Lies and Staying True](#)
- [Playing and Staying Safe online](#)
- [Online Safety - Bulletin Board](#)