









## I am a Responsible Digital Citizen


### 3<sup>rd</sup> – 4<sup>th</sup> Grade

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| <p><b>Notes &amp; Preparation</b></p>  | <ul style="list-style-type: none"> <li>• Project length - 3 classes</li> <li>• Instructor note - Review animation web tool options and choose a preferred web tool for students to use.</li> <li>• Files to load - Load <i>Red Digital Responsibility</i> for access on device or cloud-based service.</li> </ul>  |
| <p><b>Engage</b></p>                   | <p><u>Opening</u><br/>Welcome students to technology class. Introduce this year's theme: Responsibility. Let them know that they will be creating projects in 4 different units throughout the year. Briefly discuss with the students:</p> <ul style="list-style-type: none"> <li>• Presentation Design: Digital Responsibility</li> <li>• Creative Communication: Personal Responsibility</li> <li>• Analytical Problem Solving: Financial Responsibility</li> <li>• Intro to Coding: Social Responsibility</li> </ul> <p><u>Digital Citizen Introduction</u><br/>Ask the students what prior knowledge they have about digital citizenship. A digital citizen knows how to navigate the digital world (devices, Internet games) and makes appropriate decisions with technology. Navigate to <a href="https://teachinctrl.org/digital-citizenship/">https://teachinctrl.org/digital-citizenship/</a> and watch the student video as a class. The video gives a good explanation about digital citizenship.</p> <p><u>Multimedia Introduction</u><br/>During this first unit the students will be using a multimedia program to create a presentation. Discuss the purpose of multimedia presentations and how they are used. Discuss the specific program the students will be using. Let the students know they will be exposed to new tools and features, to not only enhance their presentation, but also to create an aesthetically appealing design. Students will get to review and explore presentation design tips that will help them in their future presentations.</p> <p><u>Project Description</u><br/>In this project the students will be creating a presentation to showcase how they are a responsible digital citizen. The presentation will include a closer look at how to be responsible with online safety, why passwords are used for security and how to create strong passwords, and a pledge with specific guidelines of how to be a responsible digital citizen.</p> <p>Each class session students will focus on a new aspect of the presentation. Demonstrate all new learning objectives each session with the students so that they know what is expected.</p> |

**CA CS Standards:**  
K-2.CS.1, K-2.CS.4, K-2.NI.5, K-2.DA.7, K-2.IC.19, K-2.IC.20

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| <p><b>Exploration</b></p>           | <ul style="list-style-type: none"> <li>• Navigate to the following resources to facilitate discussion on digital citizenship, safe Internet searches, protecting media accounts, and online safety:             <ul style="list-style-type: none"> <li>○ <a href="http://www.kidsmart.org.uk/safesearching/">http://www.kidsmart.org.uk/safesearching/</a></li> <li>○ <a href="http://www.kidsmart.org.uk/digitalfootprints/">http://www.kidsmart.org.uk/digitalfootprints/</a></li> <li>○ <a href="https://kidshealth.org/en/parents/net-safety.html">https://kidshealth.org/en/parents/net-safety.html</a></li> <li>○ <a href="https://www.safekids.com/kids-rules-for-online-safety/">https://www.safekids.com/kids-rules-for-online-safety/</a></li> </ul> </li> <li>• Navigate to the following websites to facilitate discussion on presentation design:             <ul style="list-style-type: none"> <li>○ <a href="http://www.garreynolds.com/preso-tips/design/">http://www.garreynolds.com/preso-tips/design/</a></li> <li>○ <a href="https://www.canva.com/learn/presentation-design-101/">https://www.canva.com/learn/presentation-design-101/</a></li> </ul> </li> </ul> |
| <p><b>Additional Emphasis</b></p>  | <ul style="list-style-type: none"> <li>• Explain the importance of saving.</li> <li>• Share that the Undo tool reverses the last action while the Backspace or Delete key erases typing mistakes.</li> <li>• Review with the students where the template is stored. Describe how using a cloud-based service or a network connects people and information.</li> <li>• Introduce the concept that files and documents are also referred to as data.</li> <li>• Multimedia presentations use color themes; it is best to adhere to the suggested colors because they follow the theme.</li> <li>• Describe the purpose of the function keys. Each has a different use depending on the application.</li> </ul>  |
| <p><b>Learning Outcomes</b></p>   | <p><b>Students will:</b></p> <ul style="list-style-type: none"> <li>• Review online safety rules.</li> <li>• Understand why passwords are used and how to create a strong password.</li> <li>• Take a digital citizen pledge and know guidelines on how to be a responsible digital citizen.</li> <li>• Identify and examine key multimedia presentation elements.</li> <li>• Create an animation gif.</li> <li>• Use formatting tools to format graphics</li> </ul>  |
| <p><b>Project</b></p>             | <p><b>Have the students:</b></p> <p style="text-align: center;"><b>Presentation Design Review</b></p> <ol style="list-style-type: none"> <li>1. Open a new Internet browser tab</li> <li>2. Navigate to the following websites to review presentation design tips             <ol style="list-style-type: none"> <li>a. <a href="http://www.garreynolds.com/preso-tips/design/">http://www.garreynolds.com/preso-tips/design/</a></li> <li>b. <a href="https://www.canva.com/learn/presentation-design-101/">https://www.canva.com/learn/presentation-design-101/</a></li> </ol> </li> <li>3. Discuss as a class</li> </ol> <p style="text-align: center;"><b>Digital Responsibility Presentation</b></p>   |

1. Navigate to Documents (Google Slides skip to step 9)
2. Resize the window
3. Navigate to Student Templates
4. Navigate to Student Folders
5. Open grade level folder
6. View 'Introduction to Multimedia' presentation, if needed
7. Insert a New Folder with first and last name
8. Launch a Multimedia program
9. Open template named *Red Digital Responsibility Template*
10. Save and rename file
11. Insert a new slide
12. Format the slide layout to Title Slide
13. Reorder the slide to slide 1
14. Select a Slide Design/Theme
15. Type the title 'I am a Responsible Digital Citizen'
16. Type the subtitle 'By:' and student name
17. Switch to slide 2
18. Read the title 'I am Responsible with Online Safety'
19. Format the title using theme design color palette
20. Launch an Internet browser
21. Navigate to <https://www.common sense media.org/videos/5-internet-safety-tips-for-kids>
22. Watch the video and discuss the safety tips
23. Switch back to slide 2
24. Review the online safety tips on the right side of the slide
25. In numerical order position each text box below the circle objects
26. Format Shape fill and outline of each circle object to enhance the presentation using theme design color palette
27. Switch to slide 3
28. Read the slide title 'I am Responsible with Passwords'
29. Format the title using theme design color palette
30. Use the URL to access the web page (CTRL + Click)
31. Bookmark the web page
32. Evaluate the website and discuss why it is a credible site to use to gather information
33. Review and discuss the content
34. Switch back to slide 3
35. Read out loud the subtitle 'We Use Passwords to Protect Us'
36. Review the Password Tips
37. For each bullet select the underline and type the following words:
  - a. personal
  - b. symbols
  - c. uppercase
  - d. 6
  - e. trusted adults
38. Format the text box fill and outline colors using theme design color

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|  | <p>palette</p> <ol style="list-style-type: none"> <li>39. Read the second section title 'Strong Password Practice'</li> <li>40. Use the three text boxes in the monitor to practice making strong passwords</li> <li>41. Switch to slide 4</li> <li>42. Read the title 'I am a Responsible Digital Citizen'</li> <li>43. Format the title using theme design color palette</li> <li>44. Launch an Internet browser</li> <li>45. Navigate to <a href="https://www.youtube.com/watch?v=-N7IRYMmbXU">https://www.youtube.com/watch?v=-N7IRYMmbXU</a></li> <li>46. Watch and listen to the song</li> <li>47. Reflect on what the song says to do</li> <li>48. Switch back to slide 4</li> <li>49. Read each pledge</li> <li>50. Select all the pledges and format to Numbering</li> <li>51. Select each pledge and format the font style and size to understand how fonts can enhance a presentation</li> <li>52. Launch an Internet browser</li> <li>53. Navigate to preferred animation web tool to create a gif scene that relates to the pledges. <b>Note: If animation tools are too advanced, insert a related graphic as an alternative.</b> <ol style="list-style-type: none"> <li>a. Export animation as a gif file</li> <li>b. Insert the animated gif file</li> <li>c. Resize, flip, rotate, and position gif file as needed</li> <li>d. View the slide in play mode to watch the animation</li> </ol> </li> <li>54. Emphasize features of the presentation by adding the following to each slide:           <ol style="list-style-type: none"> <li>a. Animate an object on the slide that needs extra emphasis</li> <li>b. Format font size, style, and colors using theme design color palette</li> </ol> </li> <li>55. View the different slide transitions and options           <ol style="list-style-type: none"> <li>a. Set the transitions to play automatically (if applicable)</li> <li>b. Apply to all slides</li> </ol> </li> <li>56. Use Spelling and Grammar Check on the entire presentation</li> <li>57. View presentation using F5 (for Google Slides use Ctrl + Search/Shift + 5)</li> <li>58. Save file</li> </ol> |
| <p><b>Reflection</b></p>  | <p>As each class comes to a close, review the specifics that have been taught that day in both the technology and content. Have students check off the learning objectives they focused on each day.</p> <p>During the last class, engage with students on how they can apply being a responsible digital citizen to their everyday life.</p>  |



**Extend**



Students may go back and complete the following if time allows or to allow for differentiated learning:

**Compare Weak and Strong Passwords**

1. Launch an Internet browser
2. Navigate to <https://www.dinopass.com/>
3. Compare and contrast the difference between the weak and strong passwords

Template

Sample

