# TECHNOLOGY APPLICATIONS STANDARDS

- Standard I. All teachers use technology-related terms, concepts, data input strategies, and ethical practices to make informed decisions about current technologies and their applications.
- **Standard II.** All teachers identify task requirements, apply search strategies, and use current technology to efficiently acquire, analyze, and evaluate a variety of electronic information.
- **Standard III.** All teachers use task-appropriate tools to synthesize knowledge, create and modify solutions, and evaluate results in a way that supports the work of individuals and groups in problem-solving situations.
- Standard IV. All teachers communicate information in different formats and for diverse audiences.
- Standard V. All teachers know how to plan, organize, deliver, and evaluate instruction for all students that incorporates the effective use of current technology for teaching and integrating the Technology Applications Texas Essential Knowledge and Skills (TEKS) into the curriculum.
- **Standard VI.** Teachers of technology applications are not responsible for this standard.
- Standard VII. The desktop publishing teacher has the knowledge and skills needed to teach the Foundations, Information Acquisition, Work in Solving Problems, and Communication strands of the Technology Applications Texas Essential Knowledge and Skills (TEKS) in desktop publishing, in addition to the content described in Technology Applications Standards I–V.
- Standard VIII. The digital graphics/animation teacher has the knowledge and skills needed to teach the Foundations, Information Acquisition, Work in Solving Problems, and Communication strands of the Technology Applications Texas Essential Knowledge and Skills (TEKS) in digital graphics/animation, in addition to the content described in Technology Applications Standards I–V.
- Standard IX. The multimedia teacher has the knowledge and skills needed to teach the Foundations, Information Acquisition, Work in Solving Problems, and Communication strands of the Technology Applications Texas Essential Knowledge and Skills (TEKS) in multimedia, in addition to the content described in Technology Applications Standards I–V.
- Standard X. The video technology teacher has the knowledge and skills needed to teach the Foundations, Information Acquisition, Work in Solving Problems, and Communication strands of the Technology Applications Texas Essential Knowledge and Skills (TEKS) in video technology, in addition to the content described in Technology Applications Standards I–V
- Standard XI. The Web mastering teacher has the knowledge and skills needed to teach the Foundations, Information Acquisition, Work in Solving Problems, and Communication strands of the Technology Applications Texas Essential Knowledge and Skills (TEKS) in Web mastering, in addition to the content described in Technology Applications Standards I–V.

Standard I. All teachers use technology-related terms, concepts, data input strategies, and ethical practices to make informed decisions about current technologies and their applications.

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Teacher Knowledge: What All Teachers Know		Applic	Application: What All Teachers Can Do	
Teach	Teachers of Students in Grades EC-12		ers of Students in Grades EC-12	
The be	eginning teacher knows and understands:	The be	ginning teacher is able to:	
1.1k	the appropriate use of hardware components, software programs, and their connections;	1.1s	demonstrate knowledge and appropriate use of operating systems, software applications, and communication and networking components;	
1.2k 1.3k	data input skills appropriate to the task; and	1.2s	compare, contrast, and appropriately use various input, processing, output, and primary/secondary storage devices;	
1.3K	laws and issues regarding the use of technology in society.	1.3s	select and use software for a defined task according to quality, appropriateness, effectiveness, and efficiency;	
		1.4s	delineate and make necessary adjustments regarding compatibility issues, including, but not limited to, digital file formats and cross-platform connectivity;	
		1.5s	use technology terminology appropriate to the task;	
		1.6s	perform basic software application functions, including, but not limited to, opening an application program and creating, modifying, printing, and saving documents;	
		1.7s	explain the differences between analog and digital technology systems and give examples of each;	
		1.8s	use appropriate terminology related to the Internet, including, but not limited to, electronic mail (e-mail), uniform resource locators (URLs), electronic bookmarks, local area networks (LANs), wide area networks (WANs), World Wide Web (WWW) pages, and Hypertext Markup Language (HTML);	
		1.9s	compare and contrast LANs, WANs, the Internet, and intranets;	
		1.10s	use a variety of input devices such as mouse/track pad, keyboard, microphone, digital camera, printer, scanner, disk/disc, modem, CD-ROM, and joystick;	

Standard I. All teachers use technology-related terms, concepts, data input strategies, and ethical practices to make informed decisions about current technologies and their applications.

Application: What All Teachers Can Do	
Teachers of Students in Grades EC-12 (continued)	
1.11s demonstrate keyboarding proficiency in technique and posture while building speed;	
1.12s use digital keyboarding standards for data input such as one space after punctuation, the use of em/en dashes, and smart quotation marks;	
1.13s develop strategies for capturing digital files while conserving memory and retaining image quality;	
1.14s discuss copyright laws, violations, and issues including, but not limited to, computer hacking, computer piracy, intentional virus setting, and invasion of privacy;	
1.15s model ethical acquisition and use of digital information including citing sources using established methods;	
1.16s demonstrate proper etiquette and knowledge of acceptable use of electronic information and products while in an individual classroom, lab, or on the Internet or an intranet;	
1.17s identify the impact of technology applications on society through research, interviews, and personal observation; and	
1.18s demonstrate knowledge of the importance of technology to future careers, lifelong learning, and daily living for individuals of all ages.	

Standard II. All teachers identify task requirements, apply search strategies, and use current technology to efficiently acquire, analyze, and evaluate a variety of electronic information.

Teacher Knowledge: What All Teachers Know		Application: What All Teachers Can Do		
Teach	Teachers of Students in Grades EC-12		Teachers of Students in Grades EC-12	
The beginning teacher knows and understands:		The beg	ginning teacher is able to:	
2.1k	a variety of strategies for acquiring information from electronic resources;	2.1s	use strategies to locate and acquire desired information from collaborative software and on networks, including the Internet and intranets;	
2.2k 2.3k	2.2k how to acquire electronic information in a variety of formats; and 2.3k how to evaluate acquired electronic information.	2.2s	apply appropriate electronic search strategies in the acquisition of information, including keyword and Boolean search strategies;	
		2.3s	identify, create, and use files in various appropriate formats such as text, bitmapped/vector graphics, image, video, and audio files;	
		2.4s	access, manage, and manipulate information from secondary storage and remote devices;	
		2.5s	use on-line help and other documentation;	
		2.6s	determine and employ methods to evaluate electronic information for accuracy and validity;	
		2.7s	resolve information conflicts and validate information by accessing, researching, and comparing data from multiple sources; and	
		2.8s	identify the source, location, media type, relevancy, and content validity of available information.	

Standard III. All teachers use task-appropriate tools to synthesize knowledge, create and modify solutions, and evaluate results in a way that supports the work of individuals and groups in problem-solving situations.

Teacher Knowledge: What All Teachers Know		Application: What All Teachers Can Do		
Teachers of Students in Grades EC-12		Teachers of Students in Grades EC-12		
The be	The beginning teacher knows and understands:		The beginning teacher is able to:	
3.1k	how to use appropriate computer-based productivity tools to create and modify solutions to problems;	3.1s	plan, create, and edit word processing documents using readable fonts, alignment, page setup, tabs, and ruler settings;	
3.2k	how to use research skills and electronic communication to create new knowledge; and	3.2s	plan, create, and edit spreadsheet documents using all data types, formulas and functions, and chart information;	
3.3k	how to use technology applications to facilitate evaluation of work, including both process and product.	3.3s	plan, create, and edit databases by defining fields, entering data, and designing layouts appropriate for reporting;	
		3.4s	demonstrate proficiency in the use of multimedia authoring programs by creating linear or nonlinear projects incorporating text, audio, video, and graphics;	
		3.5s	plan, create, and edit a document using desktop publishing techniques including, but not limited to, the creation of multicolumn or multisection documents with a variety of text-wrapped frame formats;	
		3.6s	differentiate between and demonstrate the appropriate use of a variety of graphic tools found in draw and paint applications;	
		3.7s	integrate two or more productivity tools, including, but not limited to, tables, charts and graphs, graphics from paint or draw programs, and mail merge, into a document;	
		3.8s	use interactive virtual environments, appropriate to grade level, such as virtual reality or simulations;	
		3.9s	use technical writing strategies to create products such as a technical instruction guide;	

Standard III. All teachers use task-appropriate tools to synthesize knowledge, create and modify solutions, and evaluate results in a way that supports the work of individuals and groups in problem-solving situations.

Applica	Application: What All Teachers Can Do	
Teache	rs of Students in Grades EC-12 (continued)	
3.10s	use subject matter foundation and enrichment curricula in the creation of products;	
3.11s	participate in electronic communities as a learner, initiator, and contributor;	
3.12s	complete tasks using technological collaboration such as sharing information through on-line communications;	
3.13s	use groupware, collaborative software, and productivity tools to create products;	
3.14s	use technology in self-directed activities to create products for and share products with defined audiences;	
3.15s	integrate acquired technology applications, skills, and strategies and use of the word processor, database, spreadsheet, telecommunications, draw, paint, and utility programs into the foundation and enrichment curricula;	
3.16s	design and implement procedures to track trends, set time lines, and review/ evaluate progress for continual improvement in process and product; and	
3.17s	resolve information conflicts and validate information through research and comparison of data from multiple sources.	

#### Standard IV. All teachers communicate information in different formats and for diverse audiences.

## Teacher Knowledge: What All Teachers Know

## Teachers of Students in Grades EC-12

The beginning teacher knows and understands:

- 4.1k how to format digital information for appropriate and effective communication;
- 4.2k how to deliver a product electronically in a variety of media; and
- 4.3k how to evaluate communication in terms of both process and product.

# **Application: What All Teachers Can Do**

## Teachers of Students in Grades EC-12

The beginning teacher is able to:

- 4.1s use productivity tools, such as slide shows, posters, multimedia presentations, newsletters, brochures, or reports, to create effective document files for defined audiences;
- demonstrate the use of a variety of layouts in a database, including horizontal and vertical layouts, to communicate information appropriately;
- 4.3s create a variety of spreadsheet layouts containing descriptive labels and page settings;
- 4.4s demonstrate appropriate use of fonts, styles, and sizes, as well as effective use of graphics and page design to communicate effectively;
- 4.5s match the chart style to the data when creating and labeling charts;
- 4.6s publish information in a variety of ways, including, but not limited to, printed copy, monitor displays, Internet documents, and video;
- 4.7s design and create interdisciplinary multimedia presentations that include audio, video, text, and graphics for defined audiences;
- 4.8s use telecommunication tools, such as Internet browsers, video conferencing, and distance learning, for publishing information;
- 4.9s design and implement procedures to track trends, set time lines, and review and evaluate products using technology tools such as database managers, daily/monthly planners, and project management tools;
- 4.10s determine and employ technology specifications to evaluate projects for design, content delivery, purpose, and audience and demonstrate that process and product can be evaluated using established criteria or rubrics;

Standard IV. All teachers communicate information in different formats and for diverse audiences.			
Application: What All Teachers Can Do			
	Teachers of Students in Grades EC-12 (continued)		
	4.11s select representative products to be collected and stored in an electronic evaluation tool; and		
	4.12s evaluate products for relevance to the assignment or task.		

Standard V. All teachers know how to plan, organize, deliver, and evaluate instruction for all students that incorporates the effective use of current technology for teaching and integrating the Technology Applications Texas Essential Knowledge and Skills (TEKS) into the curriculum.

Teacher Knowledge: What All Teachers Know		Application: What All Teachers Can Do		
Teachers of Students in Grades EC-12		Teachers of Students in Grades EC-12		
The beginning teacher kn	ows and understands:	The be	The beginning teacher is able to:	
	ues to ensure that students have time to learn the Technology KS in order to meet grade-level benchmark expectations;	5.1s	plan applications-based technology lessons using a range of instructional strategies for individuals and small/whole groups;	
TEKS, to suppor	d how to utilize technological resources to implement the rt instruction, to extend communication, to enhance gement, and to become more productive in daily tasks;	5.2s	identify and address equity issues related to the use of technology, including, but not limited to, gender, ethnicity, language, disabilities, and student access to technology;	
	ategies for teaching the Technology Applications TEKS and into the curriculum;	5.3s	plan, select, and implement instruction that allows students to use technology applications in problem-solving and decision-making situations;	
	udents with diverse strengths and needs can use to determine a content-related texts;	5.4s	develop and implement, using technology applications, tasks that emphasize collaboration and teamwork among members of a structured group or project team;	
5.5k strategies that st content-area voc	udents with diverse strengths and needs can use to develop abulary;	5.5s	provide adequate time for teaching the Technology Applications TEKS;	
	udents with diverse strengths and needs can use to facilitate pefore, during, and after reading content-related texts;	5.6s	identify and use resources to keep current with technology education;	
5.7k how to evaluate	the effectiveness of technology-based instruction; and	5.7s	create project-based learning activities that integrate the Technology Applications TEKS into the curriculum and meet the Technology Applications TEKS benchmarks;	
	for ongoing professional development in teaching the blications TEKS and integrating them into the curriculum.	5.8s	follow guidelines for the legal and ethical use of technology resources;	
		5.9s	select and use developmentally appropriate instructional practices, activities, and materials to improve student learning of the Technology Applications TEKS;	
		5.10s	use a variety of instructional strategies to ensure all students' reading comprehension of content-related texts, including helping students link the content of texts to their lives and connect related ideas across different texts;	

Standard V. All teachers know how to plan, organize, deliver, and evaluate instruction for all students that incorporates the effective use of current technology for teaching and integrating the Technology Applications Texas Essential Knowledge and Skills (TEKS) into the curriculum.

Application: What All Teachers Can Do	
Teachers of Students in Grades EC-12 (continued)	
5.11s teach students how to locate, retrieve, and retain content-related information from a range of texts and technologies;	
5.12s teach students how to locate the meanings and pronunciations of unfamiliar content-related words using appropriate sources, such as dictionaries, thesauruses, and glossaries;	
5.13s use technology tools to perform administrative tasks such as taking attendance, maintaining grade books, and facilitating communication;	
5.14s evaluate appropriately students' projects and portfolios using formal and informal assessment methods;	
5.15s collect observable and measurable data to gauge student progress and adjust instruction in Technology Applications;	
5.16s conduct an ongoing self-assessment of strengths and weaknesses in the knowledge and skills of Technology Applications;	
5.17s develop and implement an individual plan for professional growth in the knowledge and skills of Technology Applications; and	
5.18s incorporate new strategies to improve classroom instruction in Technology Applications.	

Standard VI. Teachers of technology applications are not responsible for this standard.

Teacher Knowledge: What Teachers of Desktop Publishing Know  Teachers of Students in Grades 8–12		Application: What Teachers of Desktop Publishing Can Do  Teachers of Students in Grades 8–12		
	The beginning teacher of desktop publishing knows and understands:		The beginning teacher of desktop publishing is able to:	
Found	Foundations		Foundations	
7.1k	the appropriate use of hardware components, software programs, and their connections;	7.1s	demonstrate knowledge of technology terminology and concepts and relate them to desktop publishing;	
7.2k	data input skills appropriate to a given task;	7.2s	demonstrate proficiency in the use of a variety of input devices appropriate for producing desktop publishing products;	
		7.3s	use digital keyboarding standards in word processing such as one space after punctuation, the use of em/en dashes, and smart quotation marks;	
7.3k	pertinent laws and issues regarding the use of technology in society;	7.4s	model respect for intellectual property when manipulating, morphing, and editing graphics, and text;	
		7.5s	analyze the impact of desktop publishing on society, including concepts related to persuasiveness, marketing, and point of view;	

Teacher Knowledge: What Teachers of Desktop Publishing Know		Application: What Teachers of Desktop Publishing Can Do		
Information Acquisition		Information Acquisition		
a variety of strategies for acquiring information from electronic resources;	7.6s	use strategies that conserve memory and retain image integrity when digitally capturing files;		
	7.7s	use strategies to obtain print and digital information from a variety of electronic resources including, but not limited to, reference software, databases, and libraries of images, citing the source;		
	7.8s	use strategies to navigate on and access information from local area networks (LANs), wide area networks (WANs), the Internet, and intranets;		
how to acquire electronic information in a variety of formats;	7.9s	acquire information in electronic formats including text, audio, video, and graphics, citing the source;		
	7.10s	demonstrate the ability to import and export elements from one program to another;		
how to evaluate acquired electronic information;	7.11s	identify and employ a method to evaluate acquired information;		
	7.12s	demonstrate skill in testing the accuracy and validity of acquired information;		
	cion Acquisition  a variety of strategies for acquiring information from electronic resources;  how to acquire electronic information in a variety of formats;	tion Acquisition  a variety of strategies for acquiring information from electronic resources;  7.6s  7.7s  7.8s  7.9s  7.10s  7.11s		

Teach	Teacher Knowledge: What Teachers of Desktop Publishing Know		Application: What Teachers of Desktop Publishing Can Do		
Work	Work in Solving Problems		Work in Solving Problems		
7.7k	how to use appropriate computer-based productivity tools to create and modify solutions to problems;	7.13s	use desktop publishing methods in foundation and enrichment curricula;		
	mounty solutions to problems,	7.14s	identify the tasks in a project and use tools, such as word processing, pagination, utility, indexing, graphics, and drawing programs, necessary to complete those tasks;		
		7.15s	use electronic productivity tools, including move, copy, cut and paste, and spell check, to edit text;		
		7.16s	select and use the categories of type, font, size, style, and alignment appropriate for the task;		
		7.17s	apply the basic elements of page design, including text, graphics, headlines, and white space;		
		7.18s	distinguish design requirements as they relate to purposes and audiences, including one-surface objects, multiple or bound pages, stationery, book jackets/magazine covers, pamphlets, magazines, brochures, and labels;		
		7.19s	read and use technical documentation to solve problems in desktop publishing;		
7.8k	how to use research skills and electronic communication to create new knowledge;	7.20s	develop technical documentation related to desktop publishing;		
	kilowieuge,	7.21s	use technology to participate in self-directed and practical activities related to desktop publishing;		
		7.22s	extend the learning environment beyond the classroom through the creation and sharing of electronically formatted and published documents via electronic networks;		

Teacher Knowledge: What Teachers of Desktop Publishing Know		Application: What Teachers of Desktop Publishing Can Do		
Work	Work in Solving Problems (Continued)		Work in Solving Problems (Continued)	
		7.23s	synthesize new information from data gathered from interviews, print, and electronic resources;	
		7.24s	demonstrate that tasks can be accomplished through technological collaboration and participate with electronic communities as a learner, initiator, contributor, and teacher/mentor;	
7.9k	how to use technology applications to facilitate evaluation of work, including both process and product;	7.25s	create technology specifications for tasks and evaluation rubrics to evaluate process and product against established criteria;	
		7.26s	design and implement procedures to track trends, set time lines, and review/evaluate work progress for continual improvement in process and product;	
		7.27s	resolve information conflicts and validate information through accessing, researching, and comparing data;	
		7.28s	seek and respond to advice from colleagues and other professionals in delineating technological tasks related to solving problems in desktop publishing;	

Teacher Knowledge: What Teachers of Desktop Publishing Know		Application: What Teachers of Desktop Publishing Can Do	
Communication		Communication	
7.10k	how to format digital information for appropriate and effective communication;	7.29s	define the purpose of a desktop publishing product and identify the specified audience;
		7.30s	use terms related to typography, including categories of type and type contrasts, appropriately;
		7.31s	use principles of page design, including, but not limited to, leading/kerning, automatic text flow into linked columns, widows/orphans, and text wrap, to create a product;
		7.32s	compare and contrast the rules of visual composition such as rule of thirds and the golden section/rectangle with respect to harmony and balance as well as discord and drama;
		7.33s	create a master template to include page specifications and other repetitive tasks;
		7.34s	apply the basics of type measurement for inches and picas;
		7.35s	use type techniques such as drop cap, decorative letters, and embedded-text frames as graphic elements;
		7.36s	apply color principles to communicate the mood of the product for a specific audience;
		7.37s	incorporate the principles of basic design, including, but not limited to, balance, contrast, dominant element, use of white space, consistency, repetition, alignment, and proximity;
		7.38s	identify pictorial qualities in a design such as shape and form, space and depth, and pattern and texture to create visual unity and desired effects in designs;

Teacher Knowledge: What Teachers of Desktop Publishing Know	Application: What Teachers of Desktop Publishing Can Do	
Communication (Continued)	Communication (Continued)	
	7.39s identify the parts and kinds of pages, including inside margin, outside margin, gutter, title, and inside pages;	
	7.40s use a variety of strategies, such as varying line widths and patterns, and use manipulation tools to stretch, bend, screen, rotate, follow a path, and mirror type to create effective designs;	
7.11k how to deliver a product electronically in a variety of media; and	7.41s use appropriate media for creating a knowledge base with a broad perspective and for communicating information and delivering a product to the worldwide community;	
	7.42s use printing options such as tiling, color separations, collation, and previewing;	
	7.43s distinguish design and printing requirements as they relate to purposes, audiences, and final output;	
	7.44s use styles (style sheets), including a variety of type specifications such as typeface, style, size, alignment, indents, and tabs;	
7.12k how to evaluate communication in terms of both process and product.	7.45s identify and employ a method to evaluate a desktop publishing project for design, content delivery, purpose, and audience;	
	7.46s use electronic project management tools to set milestones for completing projects and reviewing work progress;	
	7.47s seek and respond to advice from colleagues and other professionals in evaluating a desktop publishing product;	

	Application: What Teachers of Desktop Publishing Can Do
	Communication (Continued)
	7.48s create technology specifications for tasks and evaluation rubrics to evaluate the communication of a desktop publishing product; and
	7.49s demonstrate that desktop publishing products and product quality can be evaluated against established criteria.

Teacher Knowledge: What Teachers of Digital Graphics/Animation Know		Applica	ation: What Teachers of Digital Graphics/Animation Can Do
Teachers of Students in Grades 8–12		Teachers of Students in Grades 8–12	
The beginning teacher of digital graphics/animation knows and understands:		The beginning teacher of digital graphics/animation is able to:	
Foundations		Founda	tions
8.1k the appropriate use of hardware components, softwo	ware programs, and their	8.1s	make decisions regarding the selection, acquisition, and use of graphics and animation software, taking into consideration its quality, appropriateness, effectiveness, and efficiency;
		8.2s	use the vocabulary related to digital graphics and animation software;
		8.3s	distinguish among and correctly use process color (RGB and CYMK), spot color, and black/white;
		8.4s	identify color mixing theories and apply these theories to create new colors in the digital format;
		8.5s	compare, contrast, and integrate basic sound-editing principles, including the addition of effects and the manipulation of wave forms;
		8.6s	distinguish among and use the components of animation software programs, including the animation control panel and cast, score, and stage;
		8.7s	select and connect task-appropriate peripherals;
		8.8s	distinguish between and use the animation techniques of path and cell animation;
8.2k data input skills appropriate to a given task;		8.9s	demonstrate proficiency in the use and graphical integration of a variety of input devices;
		8.10s	compare and contrast digital input devices;

Teacher Knowledge: What Teachers of Digital Graphics/Animation Know	Application: What Teachers of Digital Graphics/Animation Can Do	
Foundations (Continued)	Foundations (Continued)	
8.3k pertinent laws and issues regarding the use of technology in society;	8.11s model respect for intellectual property when manipulating, morphing, and editing graphics, video, text, and sound;	
	8.12s research digital graphics as an art form and the impact of digital graphics on society;	

Teacher Knowledge: What Teachers of Digital Graphics/Animation Know		Application: What Teachers of Digital Graphics/Animation Can Do	
Information Acquisition		Information Acquisition	
8.4k	a variety of strategies for acquiring information from electronic resources;	8.13s	obtain print and digital information from a variety of resources including, but not limited to, encyclopedias, databases, and libraries of images;
8.5k	how to acquire electronic information in a variety of formats;	8.14s	use the Internet to retrieve information in electronic formats including text, audio, video, and graphics, citing the source;
		8.15s	demonstrate the appropriate use of digital imaging, video integration, and sound in documents;
		8.16s	import sounds from a variety of sources;
8.6k	how to evaluate acquired electronic information;	8.17s	compare and contrast the rules of visual composition, such as rule of thirds and the golden section/rectangle, with respect to harmony and balance as well as discord and drama;
		8.18s	evaluate the fundamental concepts of a graphic design, including composition and lighting;
		8.19s	analyze graphic designs to decide the point of interest and the attributes that determine prominence and support of the subject;
		8.20s	distinguish among the categories of typefaces while recognizing and resolving conflicts that occur through combined usage;

Teacher Knowledge: What Teachers of Digital Graphics/Animation Know		Applic	Application: What Teachers of Digital Graphics/Animation Can Do		
Work in Solving Problems		Work	Work in Solving Problems		
8.7k	how to use appropriate computer-based productivity tools to create and modify solutions to problems;	8.21s	combine graphics, images, and sound for foundation and enrichment curricular projects;		
		8.22s	integrate productivity tools, including, but not limited to, word processor, database, spreadsheet, telecommunications, draw, paint, and utility programs, into digital graphics;		
		8.23s	use perspective, including backgrounds, light, shades/shadows, and scale to capture a focal point and create depth;		
		8.24s	use the basic principles of proportion, balance, variety, emphasis, harmony, symmetry, and unity in type, color, size, line thickness, shape, and space;		
		8.25s	use repetition of color, shape, texture, spatial relationships, line thickness, and size to develop organization and strengthen the unity of a product;		
		8.26s	create three-dimensional effects using foreground, middle distance, and background images;		
		8.27s	apply a variety of color schemes to digital designs, including monochromatic, analogous, complementary, primary/secondary triads, cool/warm colors, and split complements;		
		8.28s	use the basic concepts of color and design theory to work in a bitmapped mode, creating backgrounds, characters, and other case members as needed for an animation;		
		8.29s	use appropriate scripting languages to create an animation or movie;		
		8.30s	read, use, and develop technical documentation related to digital graphs/animation;		

Teacher Knowledge: What Teachers of Digital Graphics/Animation Know		Application: What Teachers of Digital Graphics/Animation Can Do	
Work in Solving Problems (Continued)		Work in Solving Problems (Continued)	
		8.31s	edit files using appropriate digital editing tools and established design principles including consistency, repetition, alignment, proximity, ratio of text to white space, image file size, color use, font size, type, and style;
		8.32s	use a variety of techniques to edit, manipulate, and change sounds;
8.8k	how to use research skills and electronic communication to create new knowledge;	8.33s	use technology to participate in self-directed, meaningful activities in the larger community and society;
		8.34s	demonstrate proficiency in, appropriate use of, and navigation of local area networks (LANs), wide area networks (WANs), the Internet, and intranet for research and for sharing resources;
		8.35s	participate with electronic communities as a learner, initiator, contributor, and teacher/mentor;
8.9k	how to use technology applications to facilitate evaluation of work, including both process and product;	8.36s	create technology specifications for problem-solving tasks and rubrics to evaluate digital graphics/animation products and product quality against established criteria;
		8.37s	design and implement procedures to track trends, set time lines, and review/evaluate problem-solving progress;
		8.38s	evaluate data using criteria appropriate for the purpose;
		8.39s	resolve information conflicts and validate information through accessing, researching, and comparing data;
		8.40s	seek and respond to advice from colleagues and other professionals in delineating technological tasks related to solving problems in digital graphics/animation;

Teacher Knowledge: What Teachers of Digital Graphics/Animation Know		Application: What Teachers of Digital Graphics/Animation Can Do		
Communication		Comm	Communication	
8.10k	how to format digital information for appropriate and effective communication;	8.41s	identify pictorial qualities in a design, such as shape and form, space and depth, and pattern and texture, to create visual unity and desired effects in designs;	
		8.42s	use a variety of lighting techniques, including shadows and shading to create an effect;	
		8.43s	define the design attributes and requirements of products created for a variety of purposes, including posters, billboards, business cards, stationery, book jackets, folders, booklets, pamphlets, brochures, and magazines;	
		8.44s	use proximity and alignment to create a visual connection with other elements;	
8.11k	how to deliver a product electronically in a variety of media; and	8.45s	publish information in a variety of formats;	
8.12k	how to evaluate communication in terms of both process and product.	8.46s	determine and employ technology specifications to evaluate digital graphics/animation projects for design, content delivery, purpose, and audience; and	
		8.47s	seek and respond to advice from colleagues and other professionals in evaluating a digital graphics/animation product.	

#### Teacher Knowledge: What Teachers of Multimedia Know

### Teachers of Students in Grades 8–12

The beginning teacher of multimedia knows and understands:

#### **Foundations**

9.1k the appropriate use of hardware components, software programs, and their connections:

### **Application: What Teachers of Multimedia Can Do**

#### Teachers of Students in Grades 8–12

The beginning teacher of multimedia is able to:

#### **Foundations**

- 9.1s analyze demands for accomplishing multimedia tasks to use input, processing, output, and primary/secondary storage devices appropriately;
- 9.2s make decisions regarding the selection, acquisition, and use of software in a multimedia classroom/lab, taking under consideration its quality, appropriateness, effectiveness, and efficiency;
- 9.3s delineate and make necessary adjustments regarding compatibility issues, including, but not limited to, digital file formats and cross-platform connectivity;
- 9.4s use necessary vocabulary related to multimedia;
- 9.5s distinguish among and correctly use process color (e.g., RGB and CYMK), spot color, and black/white;
- 9.6s identify color mixing theories and apply these theories to create new colors in the digital format;
- 9.7s identify and distinguish among basic sound-editing principles, including the addition of effects and the manipulation of wave forms;
- 9.8s identify and use compression schemes for photo, animation, audio, video, and graphics;
- 9.9s distinguish between and determine the appropriate application of bitmapped and vector graphics for a multimedia project;

Teacher Knowledge: What Teachers of Multimedia Know		Application: What Teachers of Multimedia Can Do		
Found	Foundations (Continued)		Foundations (Continued)	
9.2k	data input skills appropriate to a given task;	9.10s	demonstrate proficiency in the use of a variety of electronic input devices by creating files for multimedia products;	
		9.11s	use strategies that conserve memory and retain image integrity when digitally capturing files;	
		9.12s	differentiate among types of audio input;	
9.3k	pertinent laws and issues regarding the use of technology in society;	9.13s	model respect for intellectual property when manipulating, morphing, and editing graphics, video, text, and sound;	
		9.14s	provide examples of the role of multimedia in society;	
9.4k	a variety of strategies for acquiring information from electronic resources;			
9.5k	how to acquire electronic information in a variety of formats;	9.15s	acquire information in electronic formats, including text, audio, video, and graphics, citing the source;	
		9.16s	identify, create, and use available file formats, including text, image, video, and audio files;	
9.6k	how to evaluate acquired electronic information;	9.17s	identify and employ a method to evaluate the design, functionality, and accuracy of acquired information;	
		9.18s	use fundamental concepts of graphic design, including visual composition and lighting when analyzing multimedia;	

Teacher Knowledge: What Teachers of Multimedia Know		Application: What Teachers of Multimedia Can Do		
Work	Work in Solving Problems		Work in Solving Problems	
9.7k	how to use appropriate computer-based productivity tools to create and modify solutions to problems;	9.19s	use foundation and enrichment curricula in the creation of multimedia products;	
		9.20s	select and integrate computer-based productivity tools, including, but not limited to, word processor, database, spreadsheet, telecommunications, draw, paint, and utility programs, to develop and modify solutions to problems and to create new knowledge for multimedia products;	
		9.21s	apply color principles to communicate the mood of a product for a specific audience;	
		9.22s	integrate path and cell animation modules appropriately into multimedia products;	
		9.23s	use appropriate scripting language to create a multimedia sequence;	
		9.24s	edit files using established design principles, including consistency, repetition, alignment, proximity, ratio of text to white space, image file size, color use, font size, type, and style;	
		9.25s	read and use technical documentation to solve problems in multimedia;	
9.8k	how to use research skills and electronic communication to create new knowledge;	9.26s	participate with electronic communities as a learner, initiator, contributor, and teacher/mentor and use multimedia technology to participate in self-directed and practical activities in the larger community and society;	
		9.27s	demonstrate proficiency in, appropriate use of, and navigation of local area networks (LANs), wide area networks (WANs), the Internet, and intranets for research and for sharing of resources;	
		9.28s	integrate and use efficiently and effectively a variety of multimedia programs and tools including linear/nonlinear authoring tools, image/video editing tools, compression programs, and draw/paint/text creation tools;	

Teacher Knowledge: What Teachers of Multimedia Know	Application: What Teachers of Multimedia Can Do	
Work in Solving Problems (Continued)	Work in Solving Problems (Continued)	
	9.29s extend the learning environment beyond the classroom through the creation and linking of multimedia products via electronic networks;	
	9.30s develop technical documentation related to multimedia;	
	9.31s participate in different roles and jobs of a multimedia production crew, including project manager, lead programmer, writer, art director, sound engineer, researcher, animator, and presenter;	
	9.32s distinguish among and appropriately integrate 3-D modeling, animation, and rendering software into multimedia products;	
	9.33s import video into the digital format for integration into multimedia products;	
	9.34s capture, record, and integrate sampled and Musical Instrument Digital Interface (MIDI) sound in different sound rates, resolutions, and channels;	
9.9k how to use technology applications to facilitate evaluation of work, including both process and product;	9.35s seek and respond to advice from colleagues and other professionals in delineating technological tasks related to solving problems in multimedia;	
	9.36s create technology specifications for tasks and rubrics to evaluate multimedia products and product quality against established criteria;	
	9.37s resolve information conflicts and validate information by accessing, researching, and comparing data and demonstrate that multimedia products and product quality can be evaluated against established criteria;	

Teacher Knowledge: What Teachers of Multimedia Know		Application: What Teachers of Multimedia Can Do		
Communication		Comm	Communication	
9.10k	how to format digital information for appropriate and effective communication;	9.38s	identify quality in multimedia design, such as consistency, alignment, repetition, and proximity;	
		9.39s	use content selection and presentation for the defined audience and communication purpose;	
		9.40s	format multimedia projects according to defined output specifications, including target audience and viewing environment;	
9.11k	how to deliver a product electronically in a variety of media; and	9.41s	publish information in a variety of ways;	
9.12k	how to evaluate communication in terms of both process and product.	9.42s	determine and employ technology specifications to evaluate projects for design, content delivery, purpose, and audience; and	
		9.43s	seek and respond to input from colleagues and other professionals in evaluating a multimedia product.	

Teacher Knowledge: What Teachers of Video Technology Know		Application: What Teachers of Video Technology Can Do		
Teache	Teachers of Students in Grades 8–12		Teachers of Students in Grades 8–12	
The be	The beginning teacher of video technology knows and understands:		The beginning teacher of video technology is able to:	
Found	Foundations		Foundations	
10.1k	the appropriate use of hardware components, software programs, and their connections;	10.1s	demonstrate knowledge and appropriate use of digital and analog video systems, software applications, and communication and networking components;	
		10.2s	compare, contrast, and appropriately use the various input, processing, output, and primary/secondary storage devices;	
		10.3s	make decisions regarding the selection, acquisition, and use of video technology software, taking into consideration its quality, appropriateness, effectiveness, and efficiency;	
		10.4s	use vocabulary related to video technology;	
		10.5s	compare and contrast linear and nonlinear editing;	
10.2k	data input skills appropriate to a given task;	10.6s	outline differences among electronic input devices as related to video technology;	
		10.7s	demonstrate proficiency in the use of a variety of electronic input devices by incorporating such components into video-related products;	
10.3k	pertinent laws and issues regarding the use of technology in society;	10.8s	analyze the impact of video technology on society;	
10.4k	a variety of strategies for acquiring information from electronic resources;			
10.5k	how to acquire electronic information in a variety of formats;	10.9s	acquire information in electronic formats, including text, audio, video, and graphics, citing the source;	

Teacher Knowledge: What Teachers of Video Technology Know	Application: What Teachers of Video Technology Can Do
Foundations (Continued)	Foundations (Continued)
	10.10s engage in preproduction planning by surveying sites and obtaining necessary permits and release forms;
10.6k how to evaluate acquired electronic information;	10.11s demonstrate skill in testing the accuracy and validity of acquired information;

Teache	er Knowledge: What Teachers of Video Technology Know	Applica	ation: What Teachers of Video Technology Can Do	
Work i	Work in Solving Problems		Work in Solving Problems	
10.7k	how to use appropriate computer-based productivity tools to create and modify solutions to problems;	10.12s	use foundation and enrichment curricula in the development of video and digital products;	
		10.13s	integrate productivity tools to develop and modify solutions to problems for video productions;	
		10.14s	create video products for a variety of purposes and audiences;	
		10.15s	develop technical documentation related to video technology;	
10.8k	how to use research skills and electronic communication to create new knowledge;	10.16s	demonstrate proficiency in, appropriate use of, and navigation of local area networks (LANs), wide area networks (WANs), the Internet, and intranets for research and for sharing of resources;	
		10.17s	participate in relevant activities in the larger community and society to create video projects;	
		10.18s	extend the learning environment beyond the classroom through the creation and sharing of video products via electronic networks;	
		10.19s	demonstrate knowledge in composition, including ratio of image to frame, position in frame, line of gaze, pan/tilts, movement, and perspective;	
		10.20s	demonstrate proficiency in basic camera techniques, including zoom, focus, iris control, white balance, and filters;	
		10.21s	create visual communication by applying the strategies of script writing;	
		10.22s	engage in preproduction activities, including storyboarding, script writing, production, contracting, and scheduling;	
		10.23s	utilize lighting techniques, including key, fill, and backlight, and using incident/reflected light, color temperatures, and filters;	

Teacher Knowledge: What Teachers of Video Technology Know	Application: What Teachers of Video Technology Can Do
Work in Solving Problems (Continued)	Work in Solving Problems (Continued)
	10.24s use audio techniques to create, edit and integrate digital sounds;
	10.25s participate in different roles and jobs of a production crew, including executive producer, producer, director, engineer, script writer, editor, camera person, presenter, and audio technician;
	10.26s apply appropriate postproduction techniques, including editing and creating control and/or time coded tracks, transitions, audio levels, background music, and special sound effects;
	10.27s apply 2-D, 3-D, and multidimensional animation effects to video;
	10.28s use character generators, fonts, colors, and principles of compositions to create graphic images;
	10.29s create captions and titles for video and graphics;
	10.30s use different compression techniques and programs;
	10.31s demonstrate knowledge in outputting digital video to analog and analog video to digital;
10.9k how to use technology applications to facilitate evaluation of work, including both process and product;	10.32s design and implement procedures to track trends, set time lines, and review/evaluate progress for continual improvement in work process and product;
	10.33s seek and respond to advice from colleagues and other professionals in delineating technological tasks related to video technology;
	10.34s create technology specifications for problem-solving tasks and evaluation rubrics;

Application: What Teachers of Video Technology Can Do
Work in Solving Problems (Continued)
10.35s resolve information conflicts and validate information by accessing, researching, and comparing data related to video technology;
10.36s monitor work process and product quality using established criteria;

Teacher Knowledge: What Teachers of Video Technology Know		Application: What Teachers of Video Technology Can Do	
Communication		Communication	
10.10k	how to format digital information for appropriate and effective communication;	10.37s	use font attributes and color to ensure that products are appropriate for the defined audience and communication purpose;
		10.38s	use white space and graphics to ensure that products are appropriate for the defined audience and communication purpose;
		10.39s	use camera perspective to ensure that products are appropriate for the defined audience and communication purpose;
		10.40s	use content selection and presentation to ensure that products are appropriate for the defined audience and communication purpose;
10.11k	how to deliver a product electronically in a variety of media; and	10.41s	publish information in a variety of ways;
10.12k	how to evaluate communication in terms of both process and product.	10.42s	evaluate video technology projects for design, content delivery, purpose, and audience using established criteria;
		10.43s	seek and respond to advice from colleagues and other professionals in evaluating video technology products; and
		10.44s	perform research to determine the best method of distribution, the number of copies of the finished product needed, and the most appropriate method for promoting a video technology product.

Teache	er Knowledge: What Teachers of Web Mastering Know	Applic	ation: What Teachers of Web Mastering Can Do	
Teache	Teachers of Students in Grades 8–12		Teachers of Students in Grades 8–12	
The be	The beginning teacher of Web mastering knows and understands:		The beginning teacher of Web mastering is able to:	
Found	Foundations		ations	
11.1k	the appropriate use of hardware components, software programs, and their connections;	11.1s	make decisions regarding the selection, acquisition, and use of software related to Web mastering, taking into consideration its quality, appropriateness, effectiveness, and efficiency;	
		11.2s	delineate and make necessary adjustments regarding compatibility issues, including, but not limited to, digital file formats and cross-platform connectivity;	
		11.3s	use vocabulary related to Web mastering and differentiate between characteristics of the Internet and an intranet;	
		11.4s	plan and design Web pages that are accessible to diverse audiences (e.g., visually impaired, deaf and hearing impaired, learning disabled);	
		11.5s	summarize the technical needs for a World Wide Web (WWW) server;	
		11.6s	summarize the development of Internet protocols, including, but not limited to, Hypertext Transfer Protocol (HTTP), Gopher, File Transfer Protocol (FTP), telnet, and Wide Area Information System (WAIS);	
11.2k	data input skills appropriate to a given task;	11.7s	demonstrate proficiency in the use of a variety of electronic input devices such as keyboard, scanner, voice/sound recorders, mouse, touch screen, and digital video by incorporating such components while publishing WWW pages;	
11.3k	pertinent laws and issues regarding the use of technology in society;	11.8s	analyze the impact of the WWW on society through research, interviews, and personal observation;	

Teacher Knowledge: What Teachers of Web Mastering Know		Application: What Teachers of Web Mastering Can Do		
Inform	Information Acquisition		Information Acquisition	
11.4k	a variety of strategies for acquiring information from electronic resources;	11.9s	obtain uniform resource locators (URLs) and distinguish among the protocols, including Hypertext Transfer Protocol (HTTP), Gopher, File Transfer Protocol (FTP), telnet, and Wide Area Information System (WAIS);	
11.5k	how to acquire electronic information in a variety of formats;	11.10s	acquire information in electronic formats, including text, audio, video, and graphics;	
		11.11s	model respect for intellectual properties when acquiring information in electronic formats;	
		11.12s	identify, create, and use available file formats including text, image, video (analog and digital), and audio files;	
11.6k	how to evaluate acquired electronic information;	11.13s	determine and employ methods to evaluate the design (for content delivery) and functionality (for navigation and interaction) of WWW pages and to compare the method employed with other established evaluation methods;	
		11.14s	demonstrate skill in testing the accuracy of acquired information;	
		11.15s	investigate electronic security methods and choose a method to protect a Web server from unauthorized access and negative intentions;	

Teacher Knowledge: What Teachers of Web Mastering Know		Application: What Teachers of Web Mastering Can Do		
Work i	Work in Solving Problems		Work in Solving Problems	
11.7k	how to use appropriate computer-based productivity tools to create and modify solutions to problems;	11.16s	use technology tools to create a knowledge base with a broad perspective for creating and modifying solutions to WWW mastering problems;	
		11.17s	select appropriate productivity tools and integrate them into WWW documents;	
		11.18s	use foundation and enrichment curricular content in the creation of WWW pages;	
		11.19s	create WWW pages using specific authoring tools such as text-based editing programs and graphical-based editing programs;	
		11.20s	read, use, and develop technical documentation related to Web mastering;	
		11.21s	create and edit WWW documents using established design principles, including consistency, repetition, alignment, proximity, ratio of text to white space, image file size, color use, font size, type, and style;	
		11.22s	demonstrate the ability to control access to a WWW site via password controls and global access/deny controls;	
		11.23s	establish a folder/directory hierarchy for storage of a Web page and its related and linked files;	
11.8k	how to use research skills and electronic communication to create new knowledge;	11.24s	demonstrate proficiency in, appropriate use of, and navigation of local area networks (LANs), wide area networks (WANs), the Internet, and intranets for research and for sharing resources;	
		11.25s	extend teaching and learning in the local environment to the worldwide community through the creation and sharing of WWW documents;	
		11.26s	synthesize and generate new information from data gathered from electronic and telecommunications resources;	

Teacher Knowledge: What Teachers of Web Mastering Know	Application: What Teachers of Web Mastering Can Do	
Work in Solving Problems (Continued)	Work in Solving Problems (Continued)	
	11.27s create and format WWW documents containing bookmarks of on-line resources and share them electronically;	
	11.28s demonstrate the use of WWW pages, collaborative software, and productivity tools to create products;	
	11.29s participate with electronic communities as a learner, initiator, contributor, and teacher/mentor;	
	11.30s participate in relevant, meaningful activities in the larger community and society to create electronic WWW projects;	
how to use technology applications to facilitate evaluation of work, including both process and product;	11.31s design and implement procedures to track trends, set time lines, and review/evaluate work progress for continual improvement in process and product;	
	11.32s seek and respond to advice from colleagues and other professionals in delineating technological tasks related to Web mastering;	
	11.33s create technology specifications for tasks and evaluation rubrics to evaluate problem-solving processes;	
	11.34s resolve information conflicts and validate information through accessing, researching, and comparing data;	

		Application: What Teachers of Web Mastering Can Do		
Commi	unication	Comm	Communication	
11.10k	how to format digital information for appropriate and effective communication;	11.35s	use hypertext linking appropriately when creating WWW pages;	
	<del></del>	11.36s	develop interactivity for a Web server via scripting;	
		11.37s	demonstrate the ability to conduct secure transactions from a Web server to a client;	
11.11k	how to deliver a product electronically in a variety of media; and			
11.12k	how to evaluate communication in terms of both process and product.	11.38s	create technology specifications for tasks and evaluation rubrics to evaluate a WWW communication product; and	
		11.39s	seek and respond to input from colleagues and other professionals in evaluating a WWW communication product.	