

# Vital Skills for Teachers and Students

## GWHS Technology Plan

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### Teachers

The GWHS technology committee would like teachers at the high school to have the following vital skills in the area of technology:

- ❖ basic computer/technology operations and concepts (including but not limited to essential knowledge and skills setup, maintenance, and troubleshooting),
- ❖ professional productivity (including but not limited to word processing, introductory desktop publishing, spreadsheet, graphing, databases, networking, and telecommunications),
- ❖ integration of technology into a standards-based curriculum (including, but not limited to curriculum design and management of learning environments and resources, media communications and integration, student development, learning and diversity, and social, legal, and ethical issues.)

### Students

The GWHS technology Committee would like students graduating from GWHS to have the following vital skills in the area of technology. This list was created by looking at the DPS recommendations for skills and by getting input from the technology committee at GWHS and the community at large.

- ❖ word processing, spreadsheet, database, and presentation skills,
- ❖ file navigation on local machines as well as network machines,
- ❖ e-mail and internet search skills.

(This list was taken from the DPS Vital Skills List for Teachers. For more information on these please see the DPS web site at:

[http://edtech.denver.k12.co.us/planner/vision/vitals/vital\\_skills\\_index.htm](http://edtech.denver.k12.co.us/planner/vision/vitals/vital_skills_index.htm).)