

Focus Topic: Forms & Production

TSW = The Student Will

| Objective(s) | Alignment | Essential Questions | Understandings | Suggested Assessments |
|--|-----------|--|---|--|
| TSW maintain legible manuscript writing with proper proportion and spacing | WLP.6.2 | What role does handwriting play in communication? | Technology impacts our lives. | Ongoing observation & questioning during class discussions |
| TSW maintain legible cursive writing with correct form | WLP.6.3 | What is the importance of accuracy in electronic type? | The use of technology and digital tools requires knowledge. | Performance tasks |
| TSW maintain manuscript and cursive writing with proper spacing of words, sentences, and paragraphs and consistent slant | WLP.6.3.a | How do digital tools affect our lives? | | Self-Assessment |
| TSW use an adaptive but legible manuscript-cursive hybrid, when appropriate | WLP.6.3.b | | | Real Life Connections |
| TSW maintain accuracy in typed text | WLP.6.4 | | | NJ TAP IN Checklist |
| TSW type on nonstandard keyboards (e.g., smartphones) with accuracy | WLP.6.4.a | | | |
| TSW demonstrate an understanding of spacing choices in electronic text | WLP.6.5 | | | |
| TSW use advanced spacing tools (leading, character spacing, etc.) for visual effect | WLP.6.5.a | | | |
| TSW use the rule to adjust paragraph indentation | WLP.6.5.b | | | |
| TSW choose final text sizes appropriate for the task and audience | WLP.6.5.c | | | |

Focus Topic: Fluency

TSW = The Student Will

| Objective(s) | Alignment | Essential Questions | Understandings | Suggested Assessments |
|--|-----------|--|---|--|
| TSW write by hand with speed and fluency appropriate for grade 6 | WLP.6.6 | What is the importance of accuracy in handwriting and electronic type? | Resource selection affects the development of a product | Ongoing observation & questioning during class discussions |
| TSW write copied text at a rate of at least 80 letters per minute using cursive or manuscript-cursive hybrid | WLP.6.6.a | | | Performance tasks |
| TSW use pen/pencil lifts as needed for comfort, speed, and legibility | WLP.6.6.b | | | Self-Assessment |
| TSW create accurate typed text with speed appropriate for grade 6 | WLP.6.7 | | | NJ TAP IN Checklist |
| TSW type 20–25 words per minute from copy | WLP.6.7.a | | | |
| TSW look at the screen or the copy instead of the keyboard | WLP.6.7.b | | | |

Focus Topic: Writing Application and Word Processing

TSW = The Student Will

| Objective(s) | Alignment | Essential Questions | Understandings | Suggested Assessments |
|--|-----------|--|--|--|
| TSW know and apply grade-level handwriting skills | WLP.6.8 | How can learning keyboarding and touch typing skills benefit me in the future? | There is academic importance to using the touch keyboard method. | Ongoing observation & questioning during class discussions |
| TSW choose handwriting or keyboarding as appropriate for the task and audience | WLP.6.8.a | What is the relationship between keyboarding and manipulating text and data? | | Performance tasks |
| TSW know and apply grade-level keyboarding skills | WLP.6.9 | What is the importance of accuracy in keyboarding? | | Self-Assessment |
| TSW type words and sentences without looking at keyboard | WLP.6.9.a | | | Real Life Connections |
| TSW achieve 90% accuracy in typed documents | WLP.6.9.b | | | NJ TAP IN Checklist |
| TSW access function keys as needed in software applications | WLP.6.9.c | | | |

| Objective | Alignment | Essential Questions | Understandings | Suggested Assessments |
|--|------------|---------------------|----------------|-----------------------|
| TSW type at least three pages in a single setting | WLP.6.9.d | | | |
| TSW demonstrate knowledge of intermediate word processing skills to produce written text | WLP.6.10 | | | |
| TSW compose writing assignments at the keyboard | WLP.6.10.a | | | |
| TSW use spell checker and thesaurus to augment editing | WLP.6.10.b | | | |
| TSW understand and use headings | WLP.6.10.c | | | |
| TSW add page numbers to documents | WLP.6.10.d | | | |
| TSW format an inserted image (e.g., change wraparound) | WLP.6.10.e | | | |
| TSW access special characters menu | WLP.6.10.f | | | |