

## **Goodheart-Willcox Publisher**

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		Goodheart-Willco Correlation of <b>Principles of Infor</b> to the Texas Essential Knowl	RMATION TECHNOLOGY ©2017
		Course: Principles of Information	
Ctanda	rd (1) Th	STANDARD	CORRELATING PAGES
expecto		e student demonstrates professional standards/employa	bility as required by business and industry. The student is
(A)		and demonstrate work behaviors and qualities that enh	ance employability and job advancement such as regular
(,,)		ance, attention to proper attire, maintenance of a clean a	and safe work environment, and pride in work, flexibility, and
	(i)	identify work behaviors that enhance employability;	Narrative: Pg. 702–708 Personal-Success Skills; Pg. 702–703 Time-Management Skills; Pg. 703 Constructive Criticism and Conflict Management Activity: Pg. 708 Hands-on Example 17.2.1; Pg. 727 Check Your Understanding #1, 2; Pg. 729 Chapter 17 Test #4
	(ii)	identify work behaviors that enhance job advancement;	Narrative: Pg. 702–708 Personal-Success Skills; Pg. 702–708 Time-Management Skills; Pg. 703 Constructive Criticism and Conflict Management Activity: Pg. 708 Hands-on Example 17.2.1; Pg. 727 Check Your Understanding #1, 2; Pg. 729 Chapter 17 Test #4
	(iii)	identify qualities that enhance employability;	Narrative: Pg. 704 Interpersonal Skills; Pg. 704–708 Skills for the Workplace Activity: Pg. 708 Hands-on Example 17.2.1; Pg. 730 Application and Extension of Knowledge #4, 5
	(iv)	identify qualities that enhance job advancement;	Narrative: Pg. 704 Interpersonal Skills; Pg. 704–708 Skills for the Workplace Activity: Pg. 708 Hands-on Example 17.2.1; Pg. 730 Application and Extension of Knowledge #4, 5
	(v)	demonstrate work behaviors that enhance employability;	Narrative: Pg. 702–708 Personal-Success Skills; Pg. 702–70. Time-Management Skills; Pg. 703 Constructive Criticism and Conflict Management Activity: Pg. 708 Hands-on Example 17.2.1; Pg. 730 Application and Extension of Knowledge #4, 5
	(vi)	demonstrate work behaviors that enhance job advancement;	Narrative: Pg. 702–708 Personal-Success Skills; Pg. 702–70. Time-Management Skills; Pg. 703 Constructive Criticism and Conflict Management Activity: Pg. 708 Hands-on Example 17.2.1; Pg. 727 Check Your Understanding #1, 2; Pg. 729 Chapter 17 Test #4
	(vii)	demonstrate qualities that enhance employability;	Narrative: Pg. 704 Interpersonal Skills; Pg. 704–708 Skills for the Workplace Activity: Pg. 708 Hands-on Example 17.2.1; Pg. 730 Application and Extension of Knowledge #4, 5
	(viii)	demonstrate qualities that enhance job advancement;	Narrative: Pg. 704 Interpersonal Skills; Pg. 704–708 Skills for the Workplace Activity: Pg. 708 Hands-on Example 17.2.1; Pg. 730 Application and Extension of Knowledge #4, 5
(B)	employ	y effective verbal and nonverbal communication skills;	
	(i)	employ effective verbal communication skills;	Narrative: Pg. 627–628 Voice Mail Messages; Pg. 703

			Verbal and Nonverbal Communication	
			Activity: Pg. 634 Communication Skills: Listening; Pg. 730 Communication Skills: Speaking; Pg. 730–731 Internet	
			Research: Mock Interview	
	(ii)	employ effective nonverbal communication skills;	Narrative: Pg. 623–625 Online Communication; Pg. 703	
			Verbal and Nonverbal Communication	
			Activity: Pg. 631 Check Your Understanding #2; Pg. 634	
			Communication Skills: Listening; Pg. 731 Teamwork	
(C)	employ	effective reading and writing skills;		
	(i)	employ effective reading skills;	Narrative: Pg. 164 Windows Help; Pg. 295–296 Readability	
			Activity: Pg. 133 Reading Prep; Pg. 297 Check Your	
			Understanding #4; Pg. 300 Communication Skills: Reading;	
			Reading Prep activities at beginning of each chapter;	
			Communication Skills activities at end of each chapter	
	(ii)	employ effective writing skills;	Narrative: Pg. 320–324 Writing a Report	
			Activity: Pg. 333 Check Your Understanding #2; Pg. 344	
			Application and Extension of Knowledge #1; Pg. 344	
			Communication Skills: Writing; Pg. 345 Teamwork;	
			Communication Skills activities at end of each chapter	
(D)	solve pr	oblems and think critically;	· · · · · · · · · · · · · · · · · · ·	
-	(i)	solve problems;	Narrative: Pg. 191–193 Troubleshooting; Pg. 193–198	
	.,		Troubleshooting Hardware Problems; Pg. 198–205	
			Troubleshooting Software Problems	
			Activity: Pg. 205 Check Your Understanding #1–5; Pg. 208	
			Application and Extension of Knowledge #5	
	(ii)	think critically;	Narrative: Pg. 194–195 Analysis	
	(11)	think critically,	Activity: Pg. 178 Essential Question; Pg. 185 Essential	
			Question; Pg. 207 Application and Extension of Knowledge	
			#3; Pg. 208 Application and Extension of Knowledge #4;	
(5)		here to be able to be a been a first the affective burger a tagen	Essential Question at beginning of each section	
(E)	-	strate leadership skills and function effectively as a team		
	(i)	demonstrate leadership skills;	Narrative: Pg. 690 Project Management; Pg. 718–719	
			Leadership and Mentoring; Pg. 720 Military Service	
			Activity: Pg. 729 Chapter 17 Test #10; Pg. 730 Application	
			and Extension of Knowledge #5; Pg. 730 Communication	
			Skills: Speaking	
	(ii)	function effectively as a team member;	Narrative: Pg. 690 Project Management; Pg. 702–703 Time-	
			Management and Team Skills; Pg. 720 Military Service	
			Activity: Pg. 727 Check Your Understanding #1; Pg. 730	
			Application and Extension of Knowledge #5; Pg. 730	
			Communication Skills: Speaking; Pg. 731 Teamwork;	
			Teamwork activities at end of each chapter	
(F)	identify	and implement proper safety procedures; and		
	(i)	identify proper safety procedures;	Narrative: Pg. 648 Defending Against Cyber Attacks; Pg.	
			651–654 Identity Protection on the Internet	
			Activity: Pg. 644 Hands-on Example 16.1.1; Pg. 648–649	
			Hands-on Example 16.1.2; Pg. 649 Check Your	
			Understanding #1; Pg. 679 Chapter 16 Test #3	
	(ii)	implement proper safety procedures; and	Narrative: Pg. 648 Defending Against Cyber Attacks; Pg.	
	()		651–654 Identity Protection on the Internet	
			Activity: Pg. 644 Hands-on Example 16.1.1; Pg. 648–649	
			Hands-on Example 16.1.2; Pg. 649 Check Your	
<u> </u>	1			
	Understanding #1; Pg. 679 Chapter 16 Test #3 demonstrate planning and time-management skills such as storyboarding and project management, including initiating,			
(G)				
(G)	plannin	g, executing, monitoring and controlling, and closing a p	project.	
(G)				

		demonstrate time-management skills.	and Extension of Knowledge #4 Narrative: Pg. 690 Project Management; Pg. 702–703 Time- Management and Team Skills Activity: Pg. 729 Chapter 17 Test #2, 8; Pg. 730 Application and Extension of Knowledge #5 the IT field. The student is expected to:
	d (2) The identify	e student identifies various employment opportunities in	Management and Team Skills Activity: Pg. 729 Chapter 17 Test #2, 8; Pg. 730 Application and Extension of Knowledge #5
	identify	· · · · · · · · · · · · · · · · · · ·	Activity: Pg. 729 Chapter 17 Test #2, 8; Pg. 730 Application and Extension of Knowledge #5
	identify	· · · · · · · · · · · · · · · · · · ·	and Extension of Knowledge #5
	identify	· · · · · · · · · · · · · · · · · · ·	
	identify	· · · · · · · · · · · · · · · · · · ·	
		job opportunities and accompanying job duties and tasks	· · · · ·
		identify job opportunities;	Narrative: Pg. 689–698 Employment Areas Affected by IT
			Innovations
F			Activity: Pg. 699 Hands-on Example 17.1.2; Pg. 700 Check
F			Your Understanding #1, 3; Pg. 729 Application and
	()		Extension of Knowledge #1
	(ii)	Identify [job opportunities] accompanying job duties;	Narrative: Pg. 689–698 Employment Areas Affected by IT
			Innovations Activity: Pg. 699 Hands-on Example 17.1.2; Pg. 700 Check
			Your Understanding #2, 4, 5; Pg. 730 Application and
			Extension of Knowledge #4
(B)	research	n careers of personal interest along with the education, i	ob skills, and experience required to achieve personal career
	goals; a		
_	(i)	research careers of personal interest;	Narrative: Pg. 689–698 Employment Areas Affected by IT
			Innovations; Pg. 708–715 Researching a Career
			Activity: Pg. 699 Hands-on Example 17.1.2; Pg. 700 Check
			Your Understanding #1–5; Pg. 727 Check Your
			Understanding #2; Pg. 729 Chapter 17 Test #9; Pg. 730
L			Application and Extension of Knowledge #4
	(ii)	research the education required to achieve personal career goals;	Narrative: Pg. 692–698 Careers Available in IT; Pg. 715–717 Education
			Activity: Pg. 727 Check Your Understanding #3; Pg. 729
			Chapter 17 Test #3, 9; Pg. 730 Application and Extension of
			Knowledge #3
	(iii)	research the job skills required to achieve personal	Narrative: Pg. 689–698 Employment Areas Affected by IT
		career goals;	Innovations; Pg. 708–715 Researching a Career
			Activity: Pg. 700 Check Your Understanding #2, 4, 5; Pg. 727
			Check Your Understanding #1, 2; Pg. 729 Chapter 17 Test
-	(i)	recearch the experience required to achieve personal	#2, 4; Pg. 730 Application and Extension of Knowledge #4
	(iv)	research the experience required to achieve personal career goals; and	Narrative: Pg. 689–698 Employment Areas Affected by IT Innovations; Pg. 708–709 Career Plan; Pg. 718–720 Training
			and Experience
			Activity: Pg. 700 Check Your Understanding #2, 4, 5; Pg. 727
			Check Your Understanding #1, 2; Pg. 729 Chapter 17 Test
			#3, 9; Pg. 730 Application and Extension of Knowledge #4
(C)	describe	e the functions of résumés and portfolios.	
Γ	(i)	describe functions of résumés.	Narrative: Pg. 722–726 Résumé and Portfolio
			Activity: Pg. 726 Hands-on Example 17.2.3; Pg. 727 Check
			Your Understanding #4; Pg. 727 IC3 Certification Practice;
_	()		Pg. 730 Application and Extension of Knowledge #2
	(ii)	describe functions of portfolios.	Narrative: Pg. 722 Résumé and Portfolio; Pg. 726 Creating a
			Portfolio Activity: Pg. 681 Portfolio Development: Organizing Your
			Portfolio; Pg. 727 Check Your Understanding #5; Pg. 731
			Portfolio Development: Presenting Your Portfolio; Portfolio
			Development activities at end of every chapter
Standard	d (3) The	student uses evolving and emerging technologies to exc	Development activities at end of every chapter change information. The student is expected to:
		e student uses evolving and emerging technologies to exc and describe functions of various evolving and emerging	hange information. The student is expected to:
Standard (A)		student uses evolving and emerging technologies to exc and describe functions of various evolving and emerging identify functions of various evolving technologies;	hange information. The student is expected to:

			Chapter 1 Test #3, 12; Pg. 32 Application and Extension of
			Knowledge #2
	(ii)	identify functions of various emerging technologies;	Narrative: Pg. 15–16 New and Emerging Classes of Software Activity: Pg. 19 Check Your Understanding #5; Pg. 31 Chapter 1 Test #4, 13; Pg. 32 Application and Extension of Knowledge #2
	(iii)	describe functions of various evolving technologies;	Narrative: Pg. 13–15 Emerging Technologies Activity: Pg. 19 Check Your Understanding #4; Pg. 31 Chapter 1 Test #3, 12; Pg. 32 Application and Extension of Knowledge #2
	(iv)	describe functions of various emerging technologies;	Narrative: Pg. 15–16 New and Emerging Classes of Software Activity: Pg. 19 Check Your Understanding #5; Pg. 31 Chapter 1 Test #4, 13; Pg. 32 Application and Extension of Knowledge #2
(B)		d receive text information and file attachments using ele cant message services;	ctronic methods such as email, electronic bulletin boards,
	(i)	send text information using electronic methods;	Narrative: Pg. 593–598 Appropriate E-mail Use Activity: Pg. 633 Chapter 15 Test #1, 5, 14; Pg. 633 Application and Extension of Knowledge #1; Pg. 634 Internet Research: E-mail
	(ii)	send file attachments using electronic methods;	Narrative: Pg. 596 Figure 15-4; Pg. 597 Attachments Activity: Pg. 604 Check Your Understanding #4; Pg. 633 Chapter 15 Test #6; Pg. 633 Application and Extension of Knowledge #1; Pg. 634 Internet Research: E-mail
	(iii)	receive text information using electronic methods;	Narrative: Pg. 593–598 Appropriate E-mail Use Activity: Pg. 633 Chapter 15 Test #1, 7; Pg. 633 Application and Extension of Knowledge #1; Pg. 634 Internet Research: E-mail
	(iv)	receive file attachments using electronic methods;	Narrative: Pg. 597 Attachments Activity: Pg. 633 Chapter 15 Test #3; Pg. 634 Internet Research: E-mail Attachments
(C)	demons engines	trate effective Internet search strategies, including keyw	ords and Boolean logic, using various available search
	(i)	demonstrate effective Internet search strategies, including keywords, using various available search engines;	Narrative: Pg. 527–531 Using Search Engines Activity: Pg. 532 Check Your Understanding #4; Pg. 550 Chapter 13 Test #3; Pg. 551 Chapter 13 Test #8; Pg. 553 Internet Research: Boolean Searches
	(ii)	demonstrate effective Internet search strategies, including Boolean logic, using various available search engines;	Narrative: Pg. 527–531 Using Search Engines Activity: Pg. 532 Check Your Understanding #4; Pg. 550 Chapter 13 Test #3; Pg. 551 Chapter 13 Test #8; Pg. 553 Internet Research: Boolean Searches
(D) (i)	Locator		Narrative: Pg. 512–513 Internet Protocol; Pg. 516–518 Uniform Resource Locator Activity: Pg. 532 IC3 Certification Practice; Pg. 551 Chapter 13 Test #6; Pg. 551 Application and Extension of Knowledge #3
(E)		strate ability to effectively test acquired information from	
	(i)	demonstrate ability to effectively test acquired information from the Internet for accuracy;	Narrative: Pg. 528–530 Evaluating Results Activity: Pg. 550 Chapter 13 Test #3; Pg. 551 Chapter 13 Test #8; Pg. 551 Application and Extension of Knowledge #1, 2
	(ii)	demonstrate ability to effectively test acquired information from the Internet for relevance;	Narrative: Pg. 528–530 Evaluating Results Activity: Pg. 550 Chapter 13 Test #3; Pg. 551 Chapter 13 Test #8; Pg. 551 Application and Extension of Knowledge #1, 2

	(iii)	demonstrate ability to effectively test acquired information from the Internet for validity;	Narrative: Pg. 528–530 Evaluating Results Activity: Pg. 550 Chapter 13 Test #3; Pg. 551 Chapter 13 Test #8; Pg. 551 Application and Extension of Knowledge #1, 2
(F) (i)	-	issues concerning computer based threats such as er viruses, malware, and hacking; and	Narrative: Pg. 639–644 Computer Threats Activity: Pg. 644 Hands-on Example 16.1.1; Pg. 648–649 Hands-on Example 16.1.2; Pg. 649 Check Your Understanding #1, 2; Pg. 679–680 Chapter 16 Test #1, 2, 12–15
(G) (i)	online p	issues concerning Internet safety such as identity theft, predators, cyberbullying, and phishing.	Narrative: Pg. 639–644 Computer Threats; Pg. 648 Defending Against Cyber Attacks; Pg. 651–658 Identity Protection on the Internet Activity: Pg. 644 Hands-on Example 16.1.1; Pg. 648–649 Hands-on Example 16.1.2; Pg. 649 Check Your Understanding #1, 2; Pg. 652 Hands-on Example 16.2.1; Pg. 661 Hands-on Example 16.2.2; Pg. 661 Check Your Understanding #1; Pg. 679–680 Chapter 16 Test #1, 2, 3, 12–15
		e student demonstrates knowledge of the hardware com	ponents associated with information systems. The student is
expecte (A)		major hardware components and their functions;	
(A)	(i)	identify major hardware components;	Narrative: Pg. 40–47 Input; Pg. 49–68 Section 2.2 Input and Output Devices; Pg. 71–73 Types of Storage Device Activity: Pg. 48 Check Your Understanding #2, 3, 4, 5; Pg. 69 Check Your Understanding #1–5; Pg. 69 IC3 Certification Practice; Pg. 75 Check Your Understanding #1–5; Pg. 75 IC3 Certification Practice; Pg. 77 Chapter 2 Test #2–15; Pg. 77– 78 Application and Extension of Knowledge #1–5
	(ii)	identify [major hardware components'] functions;	Narrative: Pg. 40–47 Input; Pg. 49–68 Section 2.2 Input and Output Devices; Pg. 71–73 Types of Storage Device Activity: Pg. 48 Check Your Understanding #2, 3, 4, 5; Pg. 69 Check Your Understanding #1–5; Pg. 69 IC3 Certification Practice; Pg. 75 Check Your Understanding #1–5; Pg. 75 IC3 Certification Practice; Pg. 77 Chapter 2 Test #2–15; Pg. 77– 78 Application and Extension of Knowledge #1–5
(B) (i)	use ava	ilable reference tools as appropriate; and	Narrative: Pg. 191–192 Getting Troubleshooting Help Activity: Pg. 192–193 Hands-on Example 5.3.1; Pg. 207 Application and Extension of Knowledge #2; Pg. 208 Application and Extension of Knowledge #5; Pg. 208 Internet Research: Annotation Techniques
(C)	connect	t and use a variety of peripheral devices such as mouse, k	
	(i)	connect a variety of peripheral devices.	Narrative: Pg. 49–68 Section 2.2 Input and Output Devices; Pg. 71–73 Types of Storage Devices Activity: Pg. 69 Check Your Understanding #1–5; Pg. 69 IC3 Certification Practice; Pg. 75 Check Your Understanding #1– 5; Pg. 75 IC3 Certification Practice; Pg. 77 Chapter 2 Test #4–15; Pg. 77–78 Application and Extension of Knowledge #1, 3, 4, 5
	(ii)	use a variety of peripheral devices.	Narrative: Pg. 49–68 Section 2.2 Input and Output Devices; Pg. 71–73 Types of Storage Devices Activity: Pg. 69 Check Your Understanding #1–5; Pg. 69 IC3 Certification Practice; Pg. 75 Check Your Understanding #1– 5; Pg. 75 IC3 Certification Practice; Pg. 77 Chapter 2 Test #4–15; Pg. 77–78 Application and Extension of Knowledge #1, 3, 4, 5

(A) (i)	differe	ntiate between systems and application software;	Narrative: Pg. 93–107 Section 3.2 System Software; Pg. 109–127 Section 3.3 Application Software
			Activity: Pg. 108 Check Your Understanding #1–5; Pg. 127 Check Your Understanding #1–5; Pg. 129 Chapter 3 Test #4, 5, 7–10; Pg. 130 Application and Extension of Knowledge #5
(B)		y and explain major operating system fundamentals and nents, and hardware drivers;	components such as disk operations, graphical user interface
	(i)	identify major operating system fundamentals;	Narrative: Pg. 93–107 Section 3.2 System Software Activity: Pg. 104–105 Hands-on Example 3.2.3; Pg. 108 Check Your Understanding #1–5; Pg. 127 IC3 Certification Practice; Pg. 129 Chapter 3 Test #4, 8, 12
	(ii)	identify major operating system components;	Narrative: Pg. 93–107 Section 3.2 System Software Activity: Pg. 104–105 Hands-on Example 3.2.3; Pg. 108 Check Your Understanding #1–5; Pg. 127 IC3 Certification Practice; Pg. 129 Chapter 3 Test #4, 8, 12
	(iii)	explain major operating system fundamentals;	Narrative: Pg. 93–107 Section 3.2 System Software Activity: Pg. 104–105 Hands-on Example 3.2.3; Pg. 108 Check Your Understanding #1–5; Pg. 127 IC3 Certification Practice; Pg. 129 Chapter 3 Test #4, 8, 12
	(iv)	explain major operating system components;	Narrative: Pg. 93–107 Section 3.2 System Software Activity: Pg. 104–105 Hands-on Example 3.2.3; Pg. 108 Check Your Understanding #1–5; Pg. 127 IC3 Certification Practice; Pg. 129 Chapter 3 Test #4, 8, 12
(C) (i)	explain	the purpose of file types across software products;	Narrative: Pg. 138–139 File Name Extensions; Pg. 139 Figure 4-5 Activity: Pg. 145 Hands-on Example 4.1.2; Pg. 148 Check Your Understanding #1, 5; Pg. 174 Application and Extension of Knowledge #3
(D)	demon of a col		data representation such as identifying the hexadecimal value
	(i)	demonstrate use of computer numbering systems;	Narrative: Pg. 83–89 Number Systems Activity: Pg. 86 Hands-on Example 3.1.1; Pg. 92 Check Your Understanding #1, 2, 3; Pg. 128–129 Chapter 3 Test #2, 6, 11; Pg. 129 Application and Extension of Knowledge #1
	(ii)	demonstrate use of internal data representation;	Narrative: Pg. 83–89 Number Systems Activity: Pg. 86 Hands-on Example 3.1.1; Pg. 92 Check Your Understanding #1, 2, 3; Pg. 128–129 Chapter 3 Test #2, 6, 11; Pg. 129 Application and Extension of Knowledge #1
(E) (i)	) compare and contrast open source and proprietary software;		Narrative: Pg. 110–111 Licenses Activity: Pg. 127 Check Your Understanding #1; Pg. 129 Chapter 3 Test #5, 9; Pg. 130 Application and Extension of Knowledge #4
(F) (i)	) explain use of system management tools;		Narrative: Pg. 104 System Utility Programs Activity: Pg. 104–105 Hands-on Example 3.2.3; Pg. 108 Check Your Understanding #3; Pg. 129 Application and Extension of Knowledge #3; Pg. 130 Internet Research: Personal Information Management (PIM)
(G) (i)		roper file management techniques such as creating, g, organizing, copying, moving, and deleting files;	Narrative: Pg. 157–162 Copying and Moving Files and Folders Activity: Pg. 160–161 Hands-On Example 4.3.1; Pg. 162 Check Your Understanding #3–5
(H)	use app	propriate file protection and security; and	
. /	(i)	use appropriate file protection;	Narrative: Pg. 166 Security Tab; Pg. 254 Protected Views Activity: Pg. 171 Check Your Understanding #3; Pg. 173 Chapter 4 Test #10; Pg. 259 Check Your Understanding #3; Pg. 261 Chapter 6 Test #12

	(ii)	use appropriate file security; and	Narrative: Pg. 166 Security Tab; Pg. 254 Protected Views Activity: Pg. 171 Check Your Understanding #3; Pg. 173 Chapter 4 Test #10; Pg. 259 Check Your Understanding #3;		
(1)			Pg. 261 Chapter 6 Test #12		
(1)		the process for discovering, quarantining, and removing			
	(i)	explain the process for discovering viruses.	Narrative: Pg. 648 Defending Against Cyber Attacks; Pg. 670 Keep Antivirus Software Updated, first paragraph, last sentence Activity: Pg. 648–649 Hands-On Example 16.1.2 #3–4		
	(ii)	explain the process for quarantining viruses.	Narrative: Pg. 639–640 Malware; Pg. 648 Defending Against Cyber Attacks; Pg. 669–671 Combating Viruses and Other Malware Activity: Pg. 648–649 Hands-On Example 16.1.2; Pg. 649 Check Your Understanding #1; Pg. 677 Check Your Understanding #3		
	(iii)	explain the process for removing viruses from a computer system.	Narrative: Pg. 648 Defending Against Cyber Attacks Activity: Pg. 649 Hands-On Check Your Understanding #5		
Standa	ard (6) The	e student analyzes network systems. The student is expe			
(A)	identify hardware associated with telecommunications and data connectors;				
	(i)	identify hardware associated with telecommunications;	Narrative: Pg. 558–563 Network Connection Technologies Activity: Pg. 564 Hands-on Example 14.1.1; Pg. 565 Check Your Understanding #2, 3, 4, 5; Pg. 565 IC3 Certification Practice; Pg. 582–583 Chapter 14 Test #1, 2, 7, 12, 13		
	(ii)	identify hardware associated with data networking;	Narrative: Pg. 558–563 Network Connection Technologies Activity: Pg. 564 Hands-on Example 14.1.1; Pg. 565 Check Your Understanding #2, 3, 4, 5; Pg. 565 IC3 Certification Practice; Pg. 582–583 Chapter 14 Test #1, 2, 7, 12, 13		
(B)	identify and describe various types of networks such as peer-to-peer, local area networks, wide area networks, wireless and Ethernet;				
	(i)	identify various types of networks;	Narrative: Pg. 567–570 Network Types Activity: Pg. 570 Hands-on Example 14.2.1; Pg. 571 Check Your Understanding #1, 2, 3; Pg. 583 Chapter 14 Test #8, 15		
	(ii)	describe various types of networks;	Narrative: Pg. 567–570 Network Types Activity: Pg. 570 Hands-on Example 14.2.1; Pg. 571 Check Your Understanding #1, 2, 3; Pg. 583 Chapter 14 Test #8, 15		
(C) (i)	identify functions of network operating systems; and		Narrative: Pg. 562 Server Operating System Activity: Pg. 565 Check Your Understanding #5; Pg. 570 Hands-on Example 14.2.1; Pg. 582 Chapter 14 Test #2; Pg. 583 Application and Extension of Knowledge #1		
(D) (i)	explain troubleshooting techniques for various network connection issues.		Narrative: Pg. 579–580 Network Troubleshooting Activity: Pg. 576 Hands-on Example 14.3.1; Pg. 580 Hands- on Example 14.3.3; Pg. 581 Check Your Understanding #5; Pg. 583 Chapter 14 Test #5		
Standa	ard (7) The	e student applies word-processing technology. The stude	-		
(A) (i)	1	the terminology associated with word-processing	Narrative: Pg. 264–296 Chapter 7 Word-Processing		
	softwar		Software; Pg. 304–314 Section 8.1 Creating a Business Letter; Pg. 318–331 Creating a Report, Formatting a Report Activity: Pg. 288 Check Your Understanding #1–5; Pg. 297 Check Your Understanding #1–5; Pg. 299 Chapter 7 Test #11–15; Pg. 312 Hands-on Example 8.1.1; Pg. 314–316 Hands-on Example 8.1.2; Pg. 316 Check Your Understanding #1–5; Pg. 333 Check Your Understanding #1–5; Pg. 343 Chapter 8 Test #11–15		
(B) (i)		ariety of text documents using functions such as tion, appropriate white space, tab settings, and font	Narrative: Pg. 304–314 Section 8.1 Creating a Business Letter; Pg. 317–331 Section 8.2 Creating a Report		

	style siz	e, and color; and	Activity: Pg. 268–269 Hands-on Example 7.1.1; Pg. 270–271
(C) (i)		professional documents using advanced word-	Hands-on Example 7.1.2; Pg. 273 Hands-on Example 7.1.3; Pg. 275 Hands-on Example 7.1.4; Pg. 277–278 Hands-on Example 7.1.5; Pg. 279 Hands-on Example 7.1.6; Pg. 312 Hands-on Example 8.1.1; Pg. 314–316 Hands-on Example 8.1.2; Pg. 316 Check Your Understanding #4, 5; Pg. 327 Hands-on Example 8.2.1; Pg. 328–329 Hands-on Example 8.2.2; Pg. 333 Check Your Understanding #1–5 Narrative: Pg. 304–314 Section 8.1 Creating a Business
	or prop		Letter; Pg. 317–331 Section 8.2 Creating a Report Activity: Pg. 268–269 Hands-on Example 7.1.1; Pg. 270–271 Hands-on Example 7.1.2; Pg. 273 Hands-on Example 7.1.3; Pg. 275 Hands-on Example 7.1.4; Pg. 277–278 Hands-on Example 7.1.5; Pg. 279 Hands-on Example 7.1.6; Pg. 312 Hands-on Example 8.1.1; Pg. 314–316 Hands-on Example 8.1.2; Pg. 316 Check Your Understanding #4, 5; Pg. 327 Hands-on Example 8.2.1; Pg. 328–329 Hands-on Example 8.2.2; Pg. 333 Check Your Understanding #1–5
Standa		student applies spreadsheet technology. The student is	expected to:
(A) (i)	identify	the terminology associated with spreadsheet software;	Narrative: Pg. 400–408 Section 10.1 Introduction to Spreadsheets; Pg. 409–429 Section 10.2 Managing Data in Spreadsheets Activity: Pg. 408 Check Your Understanding #1–5; Pg. 429 Check Your Understanding #1–5; Pg. 430–431 Chapter 10 Test #1–15
(B) (i)	use nun	nerical content to perform mathematical calculations;	Narrative: Pg. 404–405 Using Formulas; Pg. 419–421 Rearranging Data; Pg. 436–445 Section 11.1 Calculating with Functions Activity: Pg. 405–406 Hands-on Example 10.1.1; Pg. 421– 422 Hands-on Example 10.2.6; Pg. 429 Check Your Understanding #3; Pg. 431 Chapter 10 Test #4; Pg. 439–440 Hands-on Example 11.1.1
(C)		lent-created and preprogrammed functions to produce d I checkbook register;	locuments such as budget, payroll, statistical tables, and
	(i)	use student-created functions to produce documents;	Narrative: Pg. 444–445 Logical Functions Activity: Pg. 446 Hands-on Example 11.1.4; Pg. 446 Check Your Understanding #1–5; Pg. 458–459 Chapter 11 Test #1, 2, 3; Pg. 459 Chapter 11 Test #12, 13, 14
	(ii)	use preprogrammed functions to produce documents;	Narrative: Pg. 437–443 Using Functions Activity: Pg. 439–440 Hands-on Example 11.1.1; Pg. 442 Hands-on Example 11.1.2; Pg. 443–444 Hands-on Example 11.1.3; Pg. 446 Check Your Understanding #1, 2, 3
(D)	identify	generate and describe the function of comma separated	d value files;
	(i)	identify comma separated value files;	Narrative: Pg. 456–457 Comma-Separated Values Files; Pg. 457 Figure 11-10 Activity: Pg. 457 Check Your Understanding #5; Pg. 459 Chapter 11 Test #5; Pg. 460 Application and Extension of Knowledge #5
	(ii)	generate comma separated value files;	Narrative: Pg. 456–457 Comma-Separated Values Files; Pg. 457 Figure 11-10 Activity: Pg. 457 Check Your Understanding #5; Pg. 459 Chapter 11 Test #5; Pg. 460 Application and Extension of Knowledge #5
	(iii)	describe the function of comma separated value files;	Narrative: Pg. 456–457 Comma-Separated Values Files; Pg. 457 Figure 11-10 Activity: Pg. 457 Check Your Understanding #5; Pg. 459 Chapter 11 Test #5; Pg. 460 Application and Extension of

			Knowledge #5		
(E)	create	and analyze spreadsheets incorporating advanced feature	es such as lookup tables, nested IF statements, subtotals, cell		
	protection conditional formatting, charts, and graphs; and				
	(i)	create spreadsheets incorporating advanced features;	Narrative: Pg. 444–445 Logical Functions; Pg. 448–449 Conditional Formatting; Pg. 450–451 Charts; Pg. 456 Tables Activity: Pg. 446 Hands-on Example 11.1.4; Pg. 446 Check Your Understanding #4, 5; Pg. 449–450 Hands-on Example 11.2.1; Pg. 452–453 Hands-on Example 11.2.2; Pg. 455 Hands-on Example 11.2.3; Pg. 457 Check Your Understanding #1, 2, 3, 4; Pg. 458–459 Chapter 11 Test #2, 3, 4		
	(ii)	analyze spreadsheets incorporating advanced features; and	Narrative: Pg. 444–445 Logical Functions; Pg. 448–449 Conditional Formatting; Pg. 450–451 Charts; Pg. 456 Tables Activity: Pg. 446 Hands-on Example 11.1.4; Pg. 446 Check Your Understanding #4, 5; Pg. 449–450 Hands-on Example 11.2.1; Pg. 452–453 Hands-on Example 11.2.2; Pg. 455 Hands-on Example 11.2.3; Pg. 457 Check Your Understanding #1, 2, 3, 4; Pg. 458–459 Chapter 11 Test #2, 3, 4		
(F)	perform	n sorting, searching, and data filtering in documents.	0,1		
<u>,-</u> /	(i)	perform sorting in documents.	Narrative: Pg. 423 Sorting Data; Pg. 423 Figure 10-15 Activity: Pg. 425–426 Hands-on Example 10.2.7; Pg. 429 Check Your Understanding #4		
	(ii)	perform searching in documents.	Narrative: Pg. 422–423 Finding Data; Pg. 423 Figure 10-14 Activity: Pg. 425–426 Hands-on Example 10.2.7; Pg. 429 Check Your Understanding #4; Pg. 431 Chapter 10 Test #10		
	(iii)	perform data filtering in documents.	Narrative: Pg. 424 Filtering Data; Pg. 424 Figure 10-16 Activity: Pg. 425–426 Hands-on Example 10.2.7; Pg. 429 Check Your Understanding #4; Pg. 431 Chapter 10 Test #5		
	rd (9) The student explores computer programming concepts. The student is expected to:				
(A)		the function of compilers and interpreters;	1		
	(i)	identify the function of compilers;	Narrative: Pg. 90 paragraph 1 Activity: Pg. 92 Check Your Understanding #3, 4; Pg. 128 Chapter 3 Test #1; Pg. 129 Application and Extension of Knowledge #2		
	(ii)	identify the function of interpreters;	Narrative: Pg. 90 paragraph 2 Activity: Pg. 92 Check Your Understanding #3, 4; Pg. 128 Chapter 3 Test #1; Pg. 129 Application and Extension of Knowledge #2		
(B) (i)	explain interpr	the difference between the operation of compilers and eters;	Narrative: Pg. 90 paragraphs 1–2 Activity: Pg. 92 Check Your Understanding #3, 4; Pg. 128 Chapter 3 Test #1; Pg. 129 Application and Extension of Knowledge #2		
(C)	identify	various computer languages and how the languages are	used in software development;		
	(i)	identify various computer languages;	Narrative: Pg. 89–91 Computer-Programming Languages Activity: Pg. 92 Check Your Understanding #3, 4, 5; Pg. 128 Chapter 3 Test #1; Pg. 129 Chapter 3 Test #3, 7		
	(ii)	identify how the [computer] languages are used in software development;	Narrative: Pg. 89–91 Computer-Programming Languages Activity: Pg. 92 Check Your Understanding #3, 4, 5; Pg. 128 Chapter 3 Test #1; Pg. 129 Chapter 3 Test #3, 7		
(D) (i)	-	ize data representation in software development such g, numeric, character, integer, and date;	Narrative: Pg. 91 Data Types Used in Computer Programming; Pg. 403–404 Entering Data Activity: Pg. 128 Chapter 3 Test #2; Pg. 408 Check Your Understanding #3; Pg. 431 Chapter 10 Test #2		
(E)	identify	and explain the concept of algorithms; and			
	(i)	identify algorithms;	Narrative: Pg. 91 Algorithms; Pg. 575 Wireless Network Security Types		

			Activity: Pg. 92 Check Your Understanding #5; Pg. 576
			Hands-on Example 14.3.1; Pg. 581 Check Your
			Understanding #2; Pg. 583 Chapter 14 Test #4
	(ii)	explain the concept algorithms; and	Narrative: Pg. 91 Algorithms; Pg. 575 Wireless Network
			Security Types
			Activity: Pg. 92 Check Your Understanding #5; Pg. 576
			Hands-on Example 14.3.1; Pg. 581 Check Your
			Understanding #2; Pg. 583 Chapter 14 Test #4
(F)	describ	e the flow of a structured algorithm, including linear and	
(. )	(i)	describe the flow of a structured algorithm, including	Narrative: Pg. 91 Algorithms; Pg. 91 Figure 3-4
	(1)	linear instructions.	Activity: Pg. 92 Check Your Understanding #5; Pg. 129
			Application and Extension of Knowledge #2; Pg. 130
	(::)		Application and Extension of Knowledge #5
	(ii)	describe the flow of a structured algorithm, including	Narrative: Pg. 91 Algorithms; Pg. 91 Figure 3-4
		iterative instructions.	Activity: Pg. 92 Check Your Understanding #5; Pg. 129
			Application and Extension of Knowledge #2; Pg. 130
			Application and Extension of Knowledge #5
		ne student explores database technology. The student is o	
(A)	identify	the terminology associated with database software and	database functions;
	(i)	identify the terminology associated with database	Narrative: Pg. 462–500 Chapter 12 Database Software
		software;	Activity: Pg. 476 Check Your Understanding #1–5; Pg. 491
			Check Your Understanding #1–5; Pg. 501 Check Your
			Understanding #1–5; Pg. 502–503 Chapter 12 Test #1–15
	(ii)	identify the terminology associated with database	Narrative: Pg. 462–500 Chapter 12 Database Software
	( )	functions;	Activity: Pg. 476 Check Your Understanding #1–5; Pg. 491
			Check Your Understanding #1–5; Pg. 501 Check Your
			Understanding #1–5; Pg. 502–503 Chapter 12 Test #1–15
(B) (i)	ovoloro	the application of databases;	Narrative: Pg. 468–474 Examining a Database
(D) (I)	explore	the application of databases,	Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469–470
			Hands-on Example 12.1.2; Pg. 471 Hands-on Example
			12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 476
			Check Your Understanding #1–5
(C)		and explain the purpose and elements of a query langua	
	(i)	identify the purpose of a query language;	Narrative: Pg. 493–498 Locating Data
			Activity: Pg. 494 Hands-on Example 12.3.1; Pg. 496–497
			Hands-on Example 12.3.2; Pg. 498 Hands-on Example
			12.3.3; Pg. 501 Check Your Understanding #1, 2, 3
	(ii)	identify the elements of a query language;	Narrative: Pg. 493–498 Locating Data
			Activity: Pg. 494 Hands-on Example 12.3.1; Pg. 496–497
			Hands-on Example 12.3.2; Pg. 498 Hands-on Example
			12.3.3; Pg. 501 Check Your Understanding #1, 2, 3
	(iii)	explain the purpose of a query language;	Narrative: Pg. 493–498 Locating Data
	()		Activity: Pg. 494 Hands-on Example 12.3.1; Pg. 496–497
			Hands-on Example 12.3.2; Pg. 498 Hands-on Example
			12.3.3; Pg. 501 Check Your Understanding #1, 2, 3
	(iv)	explain the elements of a query language;	Narrative: Pg. 493–498 Locating Data
	(10)	explain the elements of a query language,	Activity: Pg. 494 Hands-on Example 12.3.1; Pg. 496–497
			Hands-on Example 12.3.2; Pg. 498 Hands-on Example
			12.3.3; Pg. 501 Check Your Understanding #1, 2, 3
(D)	identify	and explain the purpose of fields and records; and	
(D)		identify the purpose of fields;	Narrative: Pg. 467 Fields
(D)	(i)		
(D)	(i)		Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469–470
(D)	(i)		Hands-on Example 12.1.2; Pg. 471 Hands-on Example
(D)	(i)		
(D)	(i)		Hands-on Example 12.1.2; Pg. 471 Hands-on Example
(D)	(i)		Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 476

(ii)         explain the purpose of fields;         Narrative: Pg. 467 Fields; Pg. 471–474 Creating Structure Activity: Pg. 469 Hands-on Example 12.1.1; Pg Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.1; Pg Hands-on Example 12.1.1; Pg. 471 Hands-on Example 12.1.1; Pg Hands-on Example 12.1.1; Pg. 471 Hands-on Example 12.1.1; Pg Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.1; Check Vour Understanding #3, Pg. 503 Chapter (E) (i)           (iv)         explain the purpose of records; and         Narrative: Pg. 466 Records; Pg. 471–474 Creating Structure Activity: Pg. 469 Hands-on Example 12.1.1; Pg Hands-on Example 12.1.1; Pg Hands-on Example 12.1.1; Pg Hands-on Example 12.1.2; Pg. 95.03 Chapter Check Your Understanding #1, 2; Pg. 503 Chapter Check Your Understanding #1, 2; Pg. 503 Chapter Check Your Understanding #1, 2; Pg. 504 Apg Extension of Knowledge #4           (i)         identify the terminology of presentation software; and (i)         Narrative: Pg. 348–368 Section 9.1 Creating a P Presentation; Pg. 330 - a80 Section 9.2 Adding T and Animations; Pg. 330 Section 9.2 Adding #1 Activity: Pg. 369 Check Your Understanding #1-5; Pg. 393 Check Understanding #1-5; Pg. 393 Check Understanding #1-5; Pg. 393 Check Your Understanding #1- Standard           (ii)         identify the functions of presentation software; and Animation; Pg. 330-280 Section 9.2 Adding T and Animation; Pg. 330-280 Section 9.2 Adding T and Animation; Pg. 330-380 Section 9.2 Adding T and Animation; Pg. 330-380 Section 9.2 Adding T and Animation; Pg. 330-380 Sec	-on Example 2.1.4; Pg. 476 hapter 12 Test #13 eating a Database 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 Creating a 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 hapter 12 Test #13 hced Query; Pg. 12.3.2; Pg. 501 D4 Application and ing a Professional Iding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your	Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4 Check Your Understanding #4, 5 Narrative: Pg. 466 Records; Pg. 471–474 Creating a Database Structure Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4 Check Your Understanding #3; Pg. 503 Chapter 12 Narrative: Pg. 494–496 Creating an Advanced Quer 495 Figure 12-18 Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4 /. The student is expected to:	explain the purpose of records; and be the process of constructing a query, including be search parameters. he student applies presentation management technolog	(iv) E) (i) describe
(iii)         explain the purpose of fields;         Narrative: Pg. 467 Fields; Pg. 471–474 Creating Structure           (iv)         explain the purpose of records; and         Narrative: Pg. 468 Hands-on Example 12.1.1; Pg. 471–474 Creating Database Structure           (iv)         explain the purpose of records; and         Narrative: Pg. 468 Records; Pg. 471–474 Creating Database Structure           (iv)         explain the purpose of records; and         Narrative: Pg. 468 Records; Pg. 471–474 Creating Database Structure           (iv)         explain the purpose of records; and         Narrative: Pg. 468 Records; Pg. 471–474 Creating Database Structure           (iv)         explain the purpose of records; and         Narrative: Pg. 469 Hands-on Example 12.1.1; Pg. 471-474 Stands-on Example 12.1.2; Pg. 471-475 Hands-on Example 12.1.2; Pg. 471-475 Hands-on Example 12.1.3; Pg. 474-475 Hands-on Example 12.3.2; Check Your Understanding H1, 2; SP. 504 App Extension of Knowledge #4           (i)         describe the process of constructing a query, including Mathematic Pg. 496-496 Creating an Advanced C Pg. 495 Figure 12-18           (ii)         identify the terminology of presentation software; and           (iii)         identify the terminology of presentation software; and           (iii)         identify the functions of presentation software; and	2.1.4; Pg. 476 hapter 12 Test #13 eating a Database 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 Creating a 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 hapter 12 Test #13 Inced Query; Pg. 12.3.2; Pg. 501 D4 Application and Ing a Professional Iding Transitions Charts, Tables, Ing #1–5; Pg. 381 Check Your	<ul> <li>12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. Check Your Understanding #3; Pg. 503 Chapter 12</li> <li>Narrative: Pg. 467 Fields; Pg. 471–474 Creating a D. Structure</li> <li>Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. Check Your Understanding #4, 5</li> <li>Narrative: Pg. 466 Records; Pg. 471–474 Creating a Database Structure</li> <li>Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471–474 Creating a Database Structure</li> <li>Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. Check Your Understanding #3; Pg. 503 Chapter 12</li> <li>Narrative: Pg. 494–496 Creating an Advanced Quer 495 Figure 12-18</li> <li>Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4</li> <li>Arrative: Pg. 348–368 Section 9.1 Creating a Profe Presentation; Pg. 370–380 Section 9.2 Adding Tran</li> </ul>	explain the purpose of records; and be the process of constructing a query, including be search parameters. he student applies presentation management technolog	(iv) E) (i) describe
(iii)         explain the purpose of fields;         Narrative: Pg. 467 Fields; Pg. 471–474 Creating Structure Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 4 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.4; Check Your Understanding #4, 5           (iv)         explain the purpose of records; and         Narrative: Pg. 466 Records; Pg. 471–474 Creating Structure Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 4 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.1; Pg. Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.4; Check Your Understanding #1, Pg. 503 Chapter Activity: Pg. 469 Hands-on Example 12.1.4; Check Your Understanding #1, 2; Pg. 503 Chapter (E) (i)           describe the process of constructing a query, including multiple search parameters.         Narrative: Pg. 494–495 Creating an Advanced C 495 Figure 12-18           (E) (i)         describe the process of constructing a query, including multiple search parameters.         Narrative: Pg. 348–368 Creating an Advanced C 495 Figure 12-18           (attivity: Pg. 496–497 Hands-on Example 12.3.2, Check Your Understanding #1, 2; Pg. 504 App Extension of Knowledge #4           (i)         Identify the terminology of presentation software; and           (ii)         Identify the terminology of presentation software; and           (iii)         identify the functions of presentation software; and <t< td=""><td>apter 12 Test #13 eating a Database 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 Creating a 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 lapter 12 Test #13 need Query; Pg. 12.3.2; Pg. 501 04 Application and ding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your</td><td>Check Your Understanding #3; Pg. 503 Chapter 12 Narrative: Pg. 467 Fields; Pg. 471–474 Creating a D Structure Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4 Check Your Understanding #4, 5 Narrative: Pg. 466 Records; Pg. 471–474 Creating a Database Structure Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4 Check Your Understanding #3; Pg. 503 Chapter 12 Narrative: Pg. 494–496 Creating an Advanced Quer 495 Figure 12-18 Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4 . The student is expected to: :; and Narrative: Pg. 348–368 Section 9.1 Creating a Profe Presentation; Pg. 370–380 Section 9.2 Adding Tran</td><td>explain the purpose of records; and be the process of constructing a query, including be search parameters. he student applies presentation management technolog</td><td>(iv) E) (i) describe</td></t<>	apter 12 Test #13 eating a Database 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 Creating a 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 lapter 12 Test #13 need Query; Pg. 12.3.2; Pg. 501 04 Application and ding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your	Check Your Understanding #3; Pg. 503 Chapter 12 Narrative: Pg. 467 Fields; Pg. 471–474 Creating a D Structure Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4 Check Your Understanding #4, 5 Narrative: Pg. 466 Records; Pg. 471–474 Creating a Database Structure Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4 Check Your Understanding #3; Pg. 503 Chapter 12 Narrative: Pg. 494–496 Creating an Advanced Quer 495 Figure 12-18 Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4 . The student is expected to: :; and Narrative: Pg. 348–368 Section 9.1 Creating a Profe Presentation; Pg. 370–380 Section 9.2 Adding Tran	explain the purpose of records; and be the process of constructing a query, including be search parameters. he student applies presentation management technolog	(iv) E) (i) describe
(iii)         explain the purpose of fields;         Narrative: Pg. 467 Fields; Pg. 471–474 Creating Structure           Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 471 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.4; Pg. 474–475 Hands-on Example 12.1.4; Pg. 474–475 Hands-on Example 12.1.1; Pg. 474–475 Hands-on Example 12.1.2; Pg. 474–475 Hands-on Example 12.1.1; Pg. 474–475 Hands-on Example 12.1.2; Pg. 474–475 Hands-on Example 12.1.2; Pg. 474–475 Hands-on Example 12.1.4; Pg. 469 Hands-on Example 12.1.4; Pg. 474–475 Hands-on Example 12.1.4; Pg. 474–475 Hands-on Example 12.1.4; Pg. 474–475 Hands-on Example 12.1.4; Pg. 474–474 Hands-on Example 12.1.4; Pg. 474–475 Hands-on Example 12.1.4; Pg. 496–496 Creating an Advanced 0 495 Figure 12-18           (i)         describe the process of constructing a query, including multiple search parameters.         Narrative: Pg. 496–496 Creating an Advanced 0 495 Figure 12-18           (ii)         identify the terminology of presentation software; and Animation; Pg. 380 Section 9.1 Creating a P resentation; Pg. 370–380 Section 9.2 Adding T an Animation; Pg. 380–380 Section 9.2 Adding T an Animation; Pg. 380–380 Section 9.2 Adding T	eating a Database 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 Creating a 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 apter 12 Test #13 need Query; Pg. 12.3.2; Pg. 501 D4 Application and Ing a Professional Iding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your	Narrative: Pg. 467 Fields; Pg. 471–474 Creating a D.StructureActivity: Pg. 469 Hands-on Example 12.1.1; Pg. 469Hands-on Example 12.1.2; Pg. 471 Hands-on Example12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4Check Your Understanding #4, 5Narrative: Pg. 466 Records; Pg. 471–474 Creating aDatabase StructureActivity: Pg. 469 Hands-on Example 12.1.1; Pg. 469Hands-on Example 12.1.2; Pg. 471 Hands-on Example12.1.3; Pg. 474–475 Hands-on Example 12.1.1; Pg. 469Hands-on Example 12.1.2; Pg. 471 Hands-on Example12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4Check Your Understanding #3; Pg. 503 Chapter 12Narrative: Pg. 494–496 Creating an Advanced Quer495 Figure 12-18Activity: Pg. 496–497 Hands-on Example 12.3.2; PgCheck Your Understanding #1, 2, 3; Pg. 504 ApplicaExtension of Knowledge #4/. The student is expected to::; andNarrative: Pg. 348–368 Section 9.1 Creating a ProfePresentation; Pg. 370–380 Section 9.2 Adding Tran	explain the purpose of records; and be the process of constructing a query, including be search parameters. he student applies presentation management technolog	(iv) E) (i) describe
Structure         Structure           Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 471 Hands on Example 12.1.4; Check Your Understanding #4, 5           (iv)         explain the purpose of records; and           Narrative: Pg. 466 Records; Pg. 471-474 Creatin Database Structure           Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 4 Hands-on Example 12.1.2; Pg. 471-474 Creatin Database Structure           (iv)         explain the purpose of records; and           Narrative: Pg. 466 Records; Pg. 471-474 Creatin Database Structure           Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 4 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 478-478 Hands-on Example 12.1.2; Pg. 478-478 Hands-on Example 12.1.2; Pg. 478-478 Hands-on Example 12.1.2; Pg. 478-478 Hands-on Example 12.3.2; Check Your Understanding #1, 2, 3; Pg. 504 App Extension of Knowledge #4           Standard (11) The student applies presentation management technology. The student is expected to:           (i)         identify the terminology of presentation software; and           (ii)         identify the terminology of presentation software; and           (iii)         identify the functions of presentation software; and	1; Pg. 469–470 -on Example 2.1.4; Pg. 476 Creating a 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 apter 12 Test #13 nced Query; Pg. 12.3.2; Pg. 501 04 Application and Ing a Professional Iding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your	StructureActivity: Pg. 469 Hands-on Example 12.1.1; Pg. 469Hands-on Example 12.1.2; Pg. 471 Hands-on Example12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4Check Your Understanding #4, 5Narrative: Pg. 466 Records; Pg. 471–474 Creating aDatabase StructureActivity: Pg. 469 Hands-on Example 12.1.1; Pg. 469Hands-on Example 12.1.2; Pg. 471 Hands-on Example12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 469Hands-on Example 12.1.2; Pg. 471 Hands-on Example12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 469Check Your Understanding #3; Pg. 503 Chapter 12Narrative: Pg. 494–496 Creating an Advanced Quer495 Figure 12-18Activity: Pg. 496–497 Hands-on Example 12.3.2; PgCheck Your Understanding #1, 2, 3; Pg. 504 ApplicaExtension of Knowledge #4Arthe student is expected to:; andNarrative: Pg. 348–368 Section 9.1 Creating a ProfePresentation; Pg. 370–380 Section 9.2 Adding Tran	explain the purpose of records; and be the process of constructing a query, including be search parameters. he student applies presentation management technolog	(iv) E) (i) describe
Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 471 Hands-on Example 12.1.4;         Hands-on Example 12.1.4;         (iv)       explain the purpose of records; and         Narrative: Pg. 466 Records; Pg. 471-474 Creatin         Database Structure         Activity: Pg. 469 Hands-on Example 12.1.1; Pg.         (iv)       explain the purpose of records; and         Narrative: Pg. 466 Records; Pg. 471-474 Creatin         Database Structure         Activity: Pg. 469 Hands-on Example 12.1.1; Pg.         (iv)       describe the process of constructing a query, including         multiple search parameters.       Narrative: Pg. 494-496 Creating an Advanced O         (iii)       describe the process of constructions of presentation software; and         (iv)       identify the terminology of presentation software; and         (iv)       identify the terminology of presentation software; and         (iv)       identify the functions of presentation software; and         (iv) <t< td=""><td>-on Example 2.1.4; Pg. 476 Creating a 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 hapter 12 Test #13 inced Query; Pg. 12.3.2; Pg. 501 04 Application and ding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your</td><td>Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4 Check Your Understanding #4, 5 Narrative: Pg. 466 Records; Pg. 471–474 Creating a Database Structure Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4 Check Your Understanding #3; Pg. 503 Chapter 12 Narrative: Pg. 494–496 Creating an Advanced Quer 495 Figure 12-18 Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4 Activity: Pg. 348–368 Section 9.1 Creating a Profe Presentation; Pg. 370–380 Section 9.2 Adding Tran</td><td>be the process of constructing a query, including be search parameters. he student applies presentation management technolog</td><td>E) (i) describe</td></t<>	-on Example 2.1.4; Pg. 476 Creating a 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 hapter 12 Test #13 inced Query; Pg. 12.3.2; Pg. 501 04 Application and ding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your	Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4 Check Your Understanding #4, 5 Narrative: Pg. 466 Records; Pg. 471–474 Creating a Database Structure Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4 Check Your Understanding #3; Pg. 503 Chapter 12 Narrative: Pg. 494–496 Creating an Advanced Quer 495 Figure 12-18 Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4 Activity: Pg. 348–368 Section 9.1 Creating a Profe Presentation; Pg. 370–380 Section 9.2 Adding Tran	be the process of constructing a query, including be search parameters. he student applies presentation management technolog	E) (i) describe
(iv)         explain the purpose of records; and         Narrative: Pg. 466 Records; Pg. 471–474 Creatin Database Structure           (iv)         explain the purpose of records; and         Narrative: Pg. 466 Records; Pg. 471–474 Creatin Database Structure           (iv)         explain the purpose of records; and         Narrative: Pg. 466 Records; Pg. 471–474 Creatin Database Structure           (iv)         explain the purpose of records; and         Narrative: Pg. 469 Hands-on Example 12.1.1; Pg. 471–474 Creatin Database Structure           (iii)         describe the process of constructing a query, including multiple search parameters.         Narrative: Pg. 494–495 Creating an Advanced O 495 Figure 12.18           (iii)         describe the process of constructing a query, including multiple search parameters.         Narrative: Pg. 496–497 Hands-on Example 12.3.2, Check Your Understanding #1, 2, 3; Pg. 504 Apt Extension of Knowledge #4           Standard (11) The student applies presentation management technology. The student is expected to:         (A)           (identify the terminology of presentation software; and         Narrative: Pg. 348–368 Section 9.1 Creating a P Presentation; Pg. 370–380 Section 9.2 Adding T and Animation; Pg. 380–380 Exclusion 9.3 Charts and Handouts           (iii)         identify the functions of presentation software; and         Narrative: Pg. 348–368 Section 9.1 Creating a P Presentation; Pg. 370–380 Section 9.2 Adding T and Animation; Pg. 382–392 Section 9.3 Charts and Handouts           (iii)         identify the functions of presentation software; and	-on Example 2.1.4; Pg. 476 Creating a 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 hapter 12 Test #13 inced Query; Pg. 12.3.2; Pg. 501 04 Application and ding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your	<ul> <li>Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4</li> <li>Check Your Understanding #4, 5</li> <li>Narrative: Pg. 466 Records; Pg. 471–474 Creating a Database Structure</li> <li>Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469</li> <li>Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.4; Pg. 4</li> <li>Check Your Understanding #3; Pg. 503 Chapter 12</li> <li>Narrative: Pg. 494–496 Creating an Advanced Quer 495 Figure 12-18</li> <li>Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4</li> <li>Arrative: Pg. 348–368 Section 9.1 Creating a Profe Presentation; Pg. 370–380 Section 9.2 Adding Tran</li> </ul>	be the process of constructing a query, including be search parameters. he student applies presentation management technolog	E) (i) describe
Image: standard (11)       Image: standard (11) <td< td=""><td>2.1.4; Pg. 476 Creating a 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 Iapter 12 Test #13 Inced Query; Pg. 12.3.2; Pg. 501 D4 Application and Ing a Professional Iding Transitions Charts, Tables, Ing #1–5; Pg. 381 Check Your</td><td><ul> <li>12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. Check Your Understanding #4, 5</li> <li>Narrative: Pg. 466 Records; Pg. 471–474 Creating a Database Structure</li> <li>Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. Check Your Understanding #3; Pg. 503 Chapter 12</li> <li>Narrative: Pg. 494–496 Creating an Advanced Quer 495 Figure 12-18</li> <li>Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4</li> <li>7. The student is expected to:</li> <li>;; and</li> <li>Narrative: Pg. 348–368 Section 9.1 Creating a Profe Presentation; Pg. 370–380 Section 9.2 Adding Tran</li> </ul></td><td>be the process of constructing a query, including be search parameters. he student applies presentation management technolog</td><td>E) (i) describe</td></td<>	2.1.4; Pg. 476 Creating a 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 Iapter 12 Test #13 Inced Query; Pg. 12.3.2; Pg. 501 D4 Application and Ing a Professional Iding Transitions Charts, Tables, Ing #1–5; Pg. 381 Check Your	<ul> <li>12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. Check Your Understanding #4, 5</li> <li>Narrative: Pg. 466 Records; Pg. 471–474 Creating a Database Structure</li> <li>Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. Check Your Understanding #3; Pg. 503 Chapter 12</li> <li>Narrative: Pg. 494–496 Creating an Advanced Quer 495 Figure 12-18</li> <li>Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4</li> <li>7. The student is expected to:</li> <li>;; and</li> <li>Narrative: Pg. 348–368 Section 9.1 Creating a Profe Presentation; Pg. 370–380 Section 9.2 Adding Tran</li> </ul>	be the process of constructing a query, including be search parameters. he student applies presentation management technolog	E) (i) describe
(iv)         explain the purpose of records; and         Narrative: Pg. 466 Records; Pg. 471–474 Creatir Database Structure           (iv)         explain the purpose of records; and         Narrative: Pg. 466 Records; Pg. 471–474 Creatir Database Structure           (iv)         describe         he process of constructing a query, including multiple search parameters.         Narrative: Pg. 494–495 Hands-on Example 12.1.4; Check Your Understanding #3; Pg. 503 Chapter           (E) (i)         describe the process of constructing a query, including multiple search parameters.         Narrative: Pg. 496–497 Hands-on Example 12.3.2; Check Your Understanding #1, 2; 3; Pg. 504 App Extension of Knowledge #4           Standard (11) The student applies presentation management technology. The student is expected to:         identify the terminology of presentation software; and           (i)         identify the terminology of presentation software; and Animations; Pg. 348–368 Section 9.1 Creating a P Presentation; Pg. 370–380 Section 9.2 Adding T and Animations; Pg. 382–392 Section 9.2 Chapter 9 Test #1           (ii)         identify the functions of presentation software; and         Narrative: Pg. 348–368 Section 9.1 Creating a P Presentation; Pg. 370–380 Section 9.2 Adding T and Animations; Pg. 395 Chapter 9 Test #1           (iii)         identify the functions of presentation software; and         Narrative: Pg. 348–368 Section 9.1 Creating a P Presentation; Pg. 370–380 Section 9.2 Adding Ta and Animations; Pg. 395 Chapter 9 Test #1           (iii)         identify the functions of presentation sincorporating advanced features such as links, hy	Creating a 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 apter 12 Test #13 need Query; Pg. 12.3.2; Pg. 501 04 Application and Ing a Professional Iding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your	Check Your Understanding #4, 5Narrative: Pg. 466 Records; Pg. 471–474 Creating a Database StructureActivity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4 Check Your Understanding #3; Pg. 503 Chapter 12 T Narrative: Pg. 494–496 Creating an Advanced Quer 495 Figure 12-18 Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4 Y. The student is expected to: ; andNarrative: Pg. 348–368 Section 9.1 Creating a Profe Presentation; Pg. 370–380 Section 9.2 Adding Tran	be the process of constructing a query, including be search parameters. he student applies presentation management technolog	E) (i) describe
Image: construction of the purpose of records; and         Check Your Understanding #4, 5           (iv)         explain the purpose of records; and         Narrative: Pg. 466 Records; Pg. 471–474 Creatir Database Structure           Activity: Pg. 469 Hands-on Example 12.1.1; Pg Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.4; Check Your Understanding #3; Pg. 503 Chapter           (E) (i)         describe the process of constructing a query, including multiple search parameters.         Narrative: Pg. 494–495 Creating an Advanced 0 495 Figure 12-18           (E) (i)         describe the process of constructing a query, including multiple search parameters.         Narrative: Pg. 496–497 Hands-on Example 12.3.2, Check Your Understanding #1, 2; 3; Pg. 504 App Extension of Knowledge #4           Standard (11) The student applies presentation management technology. The student is expected to:         (i)           (i)         identify the terminology of presentation software; and         Narrative: Pg. 348–368 Section 9.1 Creating a P Presentation; Pg. 370–380 Section 9.2 Adding T and Animations; Pg. 382–392 Section 9.2 Chapter 9 Test #1           (ii)         identify the functions of presentation software; and         Narrative: Pg. 348–368 Section 9.1 Creating a P Presentation; Pg. 370–380 Section 9.2 Adding T and Animations; Pg. 395 Chapter 9 Test #1           (ii)         identify the functions of presentation software; and         Narrative: Pg. 370–380 Section 9.2 Adding T and Animations; Pg. 392–392 Section 9.2 Adding T and Animations; Pg. 392–392 Section 9.2 Adding Ta and Animations; Pg. 370–380 Section 9.2 Adding Ta and Animations; Pg. 370–380	Creating a 1; Pg. 469–470 -on Example 2.1.4; Pg. 476 apter 12 Test #13 need Query; Pg. 12.3.2; Pg. 501 04 Application and Ing a Professional Iding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your	Check Your Understanding #4, 5Narrative: Pg. 466 Records; Pg. 471–474 Creating a Database StructureActivity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4 Check Your Understanding #3; Pg. 503 Chapter 12 T Narrative: Pg. 494–496 Creating an Advanced Quer 495 Figure 12-18 Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4 Y. The student is expected to: ; andNarrative: Pg. 348–368 Section 9.1 Creating a Profe Presentation; Pg. 370–380 Section 9.2 Adding Tran	be the process of constructing a query, including be search parameters. he student applies presentation management technolog	E) (i) describe
(iv)         explain the purpose of records; and         Narrative: Pg. 466 Records; Pg. 471–474 Creatir Database Structure           Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 471 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 474–475 Hands-on Example 12.3.2; Check Your Understanding #1, 2, 3; Pg. 504 App Extension of Novelege #4           Standard (11) The student applies presentation management technology. The student is expected to:         Narrative: Pg. 348–368 Section 9.1 Creating a P Presentation; Pg. 370–380 Section 9.2 Adding T and Animations; Pg. 382–392 Section 9.2 Adding T and Animations; Pg. 385–376 Hands-on Example 9.2; Pg. 375–376 Hands-on Example 9.2; Pg. 375–376 Hands-on Example 9.2,	1; Pg. 469–470 -on Example 2.1.4; Pg. 476 hapter 12 Test #13 nced Query; Pg. 12.3.2; Pg. 501 04 Application and ng a Professional Iding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your	Narrative: Pg. 466 Records; Pg. 471–474 Creating a Database StructureActivity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4 Check Your Understanding #3; Pg. 503 Chapter 12Narrative: Pg. 494–496 Creating an Advanced Quer 495 Figure 12-18 Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4 /. The student is expected to: :; andNarrative: Pg. 348–368 Section 9.1 Creating a Profe Presentation; Pg. 370–380 Section 9.2 Adding Tran	be the process of constructing a query, including be search parameters. he student applies presentation management technolog	E) (i) describe
Database Structure       Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 4 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.4; Check Your Understanding #3; Pg. 503 Chapter         (E) (i)       describe the process of constructing a query, including multiple search parameters.       Narrative: Pg. 494-496 Creating an Advanced C 495 Figure 12-18         Xativity: Pg. 496-497 Hands-on Example 12.1.2; Check Your Understanding #1, 2, 3; Pg. 504 App Extension of Knowledge #4         Standard (11) The student applies presentation management technology. The student is expected to:         (A)       identify the terminology of presentation software; and         (i)       identify the terminology of presentation software; identify the functions of presentation software; and         (ii)       identify the functions of presentation software; and         (iii)       identify the functions of presentation software; and         (ii)       identify the functions of presentation software; and         (iii)       identify the functions of presentation software; and         (ii)       identify the functions of presentation software; and         (iii)       create, save, edit, and produce presentations incorporating advanced features such as links, hyperlinks, audio and Animations; Pg. 330-380 Sect	1; Pg. 469–470 -on Example 2.1.4; Pg. 476 hapter 12 Test #13 nced Query; Pg. 12.3.2; Pg. 501 04 Application and ng a Professional Iding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your	Database Structure Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4 Check Your Understanding #3; Pg. 503 Chapter 12 Narrative: Pg. 494–496 Creating an Advanced Quer 495 Figure 12-18 Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4 A. The student is expected to: ; and Narrative: Pg. 348–368 Section 9.1 Creating a Profe Presentation; Pg. 370–380 Section 9.2 Adding Tran	be the process of constructing a query, including be search parameters. he student applies presentation management technolog	E) (i) describe
Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 471 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.4; ICheck Your Understanding #3; Pg. 503 Chapter 12.13; Pg. 474-475 Hands-on Example 12.1.4; ICheck Your Understanding #3; Pg. 503 Chapter 12.13; Pg. 474-475 Hands-on Example 12.1.2; Pg. 491 Hands-on Example 12.1.2; Pg. 491 Hands-on Example 12.1.4; ICheck Your Understanding #1, 2, 3; Pg. 504 Chapter 2.18         (E) (i)       describe the process of constructing a query, including multiple search parameters.       Narrative: Pg. 494-496 Creating an Advanced C 495 Figure 12.18         (E) (i)       dentify the terminology and functions of presentation software; and       Narrative: Pg. 494-496 Creating a P 2.3.2; Check Your Understanding #1, 2, 3; Pg. 504 App Extension of Knowledge #4         (i)       identify the terminology of presentation software; and       Narrative: Pg. 348-368 Section 9.1 Creating a P Presentation; Pg. 330 -380 Section 9.2 Adding T and Animations; Pg. 330 -380 Section 9.2 Chapter 9 Test #1         (ii)       identify the functions of presentation software; and       Narrative: Pg. 348-368 Section 9.1 Creating a P Presentation; Pg. 330 -AB6 Section 9.2 Chapter 9 Test #1         (iii)       identify the functions of presentation software; and       Narrative: Pg. 369 Check Your Understanding #1-5; Pg. 393 Check Your Understanding #1-5; Pg. 395 Chapter 9 Test #1         (iv)       identify the functions of presentations incorporating advanced features such as links, hyperlinks, audio and Animations; Pg. 370-380 Section 9.2 Adding T and Animation; Pg. 370-380 Section 9.2 Adding T and Animation; Pg. 370-380 Section 9.2 Adding T and Animation; Pg. 370-380 Section 9.2 Adding T and Handouts      <	-on Example 2.1.4; Pg. 476 apter 12 Test #13 need Query; Pg. 12.3.2; Pg. 501 04 Application and ng a Professional Iding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your	Activity: Pg. 469 Hands-on Example 12.1.1; Pg. 469 Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4 Check Your Understanding #3; Pg. 503 Chapter 12 Narrative: Pg. 494–496 Creating an Advanced Quer 495 Figure 12-18 Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4 . The student is expected to: ; and Narrative: Pg. 348–368 Section 9.1 Creating a Profe Presentation; Pg. 370–380 Section 9.2 Adding Tran	e search parameters. he student applies presentation management technolog	
(i)         Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.4; Pg. 474-475 Hands-on Example 12.1.4; Check Your Understanding #1, Pg. 503 Chapter multiple search parameters.           (E) (i)         describe the process of constructing a query, including multiple search parameters.         Narrative: Pg. 494-496 Creating an Advanced O 495 Figure 12.18 Activity: Pg. 496-497 Hands-on Example 12.3.2; Check Your Understanding #1, 2, 3; Pg. 504 App Extension of Knowledge #4           Standard (11) The student applies presentation management technology. The student is expected to:         Narrative: Pg. 348-368 Section 9.1 Creating a P Presentation; Pg. 370-380 Section 9.1 Creating a P Presentation; Pg. 382-392 Section 9.3 Charter and Animations; Pg. 382-392 Section 9.3 Charter and Animations; Pg. 382-393 Section 9.1 Creating a P Presentation; Pg. 370-380 Section 9.2 Adding T and Animations; Pg. 382-303 Section 9.2 Adding #1 Check Your Understanding #1-5; Pg. 393 Chapter Understanding #1-5; Pg. 393 Chapter 9 Test #1 (ii)           (iii)         identify the functions of presentation software; and           (iii)         identify the functions of presentation software; and Activity: Pg. 382-308 Section 9.1 Creating a P Presentation; Pg. 370-380 Section 9.2 Adding T and Animations; Pg. 382-393 Section 9.3 Charter and Animations; Pg. 380 Chapter 9 Test #1 (B)           (ii)         create presentations incorporating advanced features.         Narrative: Pg. 370-380 Section 9.2 Adding Tran Animations Activity: Pg. 372-373 Hands-on Example 9.2.1; Hands-on Example 9.2.2; Pg. 375-376 Hands-or 9.2.3; Pg. 377 Hands-on Example 9.2.4; Pg. 378 on Example 9.2.5; Pg. 380-381 Hands-on Example 9.2.4; Pg. 378 on Example 9.2.5; Pg. 380-381 Hands-on Example 9.2.4; Pg. 378-00, 11-14	-on Example 2.1.4; Pg. 476 apter 12 Test #13 need Query; Pg. 12.3.2; Pg. 501 04 Application and ng a Professional Iding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your	Hands-on Example 12.1.2; Pg. 471 Hands-on Example 12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. 4Check Your Understanding #3; Pg. 503 Chapter 12Narrative: Pg. 494–496 Creating an Advanced Quer 495 Figure 12-18Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4	e search parameters. he student applies presentation management technolog	
(E) (i)       describe the process of constructing a query, including multiple search parameters.       12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Check Your Understanding #3; Pg. 503 Chapter Parameters.         (E) (i)       describe the process of constructing a query, including multiple search parameters.       Narrative: Pg. 496–496 Creating an Advanced C Parameters.         (E) (i)       describe the process of constructing a query, including multiple search parameters.       Narrative: Pg. 496–497 Hands-on Example 12.3.2; Check Your Understanding #1, 2, 3; Pg. 504 App Extension of Knowledge #4         Standard (11) The student applies presentation management technology. The student is expected to:       Identify the terminology and functions of presentation software; and         (i)       identify the terminology of presentation software; and Handouts       Narrative: Pg. 348–368 Section 9.1 Creating a P Presentation; Pg. 370–380 Section 9.2 Adding T and Animations; Pg. 382–392 Section 9.3 Charts and Handouts         (ii)       identify the functions of presentation software; and       Narrative: Pg. 348–368 Section 9.1 Creating a P Presentation; Pg. 370–380 Section 9.2 Adding T and Animations; Pg. 382–392 Section 9.3 Charts and Handouts         (iii)       identify the functions of presentations incorporating advanced features.       Narrative: Pg. 370–380 Section 9.2 Adding T and Animations; Pg. 382–392 Section 9.3 Charts and Handouts         (ii)       create presentations incorporating advanced       Narrative: Pg. 370–380 Section 9.2 Adding Tran Animations         (ii)       create presentations incorporating advanced feat	2.1.4; Pg. 476 hapter 12 Test #13 need Query; Pg. 12.3.2; Pg. 501 04 Application and ding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your	12.1.3; Pg. 474–475 Hands-on Example 12.1.4; Pg. Check Your Understanding #3; Pg. 503 Chapter 12 Narrative: Pg. 494–496 Creating an Advanced Quer 495 Figure 12-18 Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4 /. The student is expected to: ; and Narrative: Pg. 348–368 Section 9.1 Creating a Profe Presentation; Pg. 370–380 Section 9.2 Adding Tran	e search parameters. he student applies presentation management technolog	
Image: Check Your Understanding #3; Pg. 503 Chapter           (E) (i)         describe the process of constructing a query, including multiple search parameters.         Narrative: Pg. 494–496 Creating an Advanced Q 495 Figure 12-18           Activity: Pg. 496–497 Hands-on Example 12.3.2, Check Your Understanding #1, 2, 3; Pg. 504 App Extension of Knowledge #4         Standard (11) The student applies presentation management technology. The student is expected to:         (A)           identify the terminology and functions of presentation software; and         Narrative: Pg. 348–368 Section 9.1 Creating a P Presentation; Pg. 370–380 Section 9.2 Adding T and Animations; Pg. 382–392 Section 9.3 Charts and Handouts           (i)         identify the functions of presentation software; and         Narrative: Pg. 348–368 Section 9.1 Creating a P Presentation; Pg. 320–380 Section 9.2 Adding T and Animations; Pg. 382–392 Section 9.3 Charts and Handouts           (ii)         identify the functions of presentation software; and         Narrative: Pg. 348–368 Section 9.1 Creating a P Presentation; Pg. 320–380 Section 9.2 Adding T and Animation; Pg. 382–392 Section 9.3 Charts and Handouts           (iii)         identify the functions of presentation software; and         Narrative: Pg. 348–368 Section 9.1 Creating a P Presentation; Pg. 382–392 Section 9.3 Charts and Handouts           (iii)         identify the functions of presentations incorporating advanced features such as links, hyperlinks, audio and Check Your Understanding #1–5; Pg. 393 Check Your Understanding #1–5; Pg. 375–376 Hands-on Example 9.2.1; Ha	napter 12 Test #13 need Query; Pg. 12.3.2; Pg. 501 04 Application and ng a Professional lding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your	Check Your Understanding #3; Pg. 503 Chapter 12 Narrative: Pg. 494–496 Creating an Advanced Quer 495 Figure 12-18 Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4 7. The student is expected to: 7; and Narrative: Pg. 348–368 Section 9.1 Creating a Profe Presentation; Pg. 370–380 Section 9.2 Adding Tran	e search parameters. he student applies presentation management technolog	
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Activity: Pg. 496-497 Hands-on Example 12.3.2, Check Your Understanding #1, 2, 3; Pg. 504 App Extension of Knowledge #4           Standard (11) The student applies presentation management technology. The student is expected to: <ul> <li>(A)</li> <li>identify the terminology and functions of presentation software; and</li> <li>(i)</li> <li>identify the terminology of presentation software;</li> <li>Narrative: Pg. 348-368 Section 9.1 Creating a P Presentation; Pg. 370-380 Section 9.2 Adding T and Animations; Pg. 382-392 Section 9.3 Charts and Handouts</li> <li>Activity: Pg. 369 Check Your Understanding #1- Check Your Understanding #1-5; Pg. 393 Chapter 9 Test #1</li> <li>(ii)</li> <li>identify the functions of presentation software; and</li> <li>Narrative: Pg. 348-368 Section 9.1 Creating a P Presentation; Pg. 370-380 Section 9.2 Adding T and Animations; Pg. 395 Chapter 9 Test #1</li> <li>(iii)</li> <li>identify the functions of presentation software; and</li> <li>Narrative: Pg. 348-368 Section 9.1 Creating a P Presentation; Pg. 370-380 Section 9.2 Adding T and Animations; Pg. 382-392 Section 9.2 Charts and Handouts</li> <li>Activity: Pg. 369 Check Your Understanding #1- Stress and Handouts</li> <li>Activity: Pg. 369 Check Your Understanding #1- Stress and Handouts</li> <li>Activity: Pg. 370-380 Section 9.2 Adding Tr and Animations; Pg. 395 Chapter 9 Test #1 (i)</li> <li>create presentations incorporating advanced features.</li> <li>(ii)</li> <li>create presentations incorporating advanced</li> <li>Animations</li> <li>Activity: Pg. 372-373 Hands-on Example 9.2.1; I Hands-on Example 9.2.2; Pg. 375-376 Hands-on 9.2.3; Pg. 377 Hands-on Example 9.2.4; Pg. 378- on Example 9.2.2; Pg. 375-376 Hands-on 9.2.3; Pg. 377 Hands-on Exa</li></ul>	D4 Application and ng a Professional Iding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your	Activity: Pg. 496–497 Hands-on Example 12.3.2; Pg Check Your Understanding #1, 2, 3; Pg. 504 Applica Extension of Knowledge #4 7. The student is expected to: 7; and Narrative: Pg. 348–368 Section 9.1 Creating a Profe Presentation; Pg. 370–380 Section 9.2 Adding Tran	he student applies presentation management technolog	multiple
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Standard (11) The student applies presentation management technology. The student is expected to:           (A)         identify the terminology and functions of presentation software; and           (i)         identify the terminology of presentation software;           (ii)         identify the terminology of presentation software;           Presentation; Pg. 370–380 Section 9.2 Adding T and Animations; Pg. 382–392 Section 9.3 Charts and Handouts           Activity: Pg. 369 Check Your Understanding #1–5; Pg. 395 Chapter 9 Test #1           (ii)         identify the functions of presentation software; and           (iii)         identify the functions of presentation software; and           (iv)         create, save, edit, and produce presentations incorporating advanced features such as links, hyperlinks, audio and features.           (i)         create presentations incorporating advanced features such as links, hyperlinks, audio and features.           (ii)         create presentations incorporating advanced features.           (iii)         create presentations incorporating	ng a Professional Iding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your	Extension of Knowledge #4 y. The student is expected to: ;; and Narrative: Pg. 348–368 Section 9.1 Creating a Profe Presentation; Pg. 370–380 Section 9.2 Adding Tran		
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<ul> <li>Presentation; Pg. 370–380 Section 9.2 Adding T and Animations; Pg. 382–392 Section 9.3 Charts and Handouts Activity: Pg. 369 Check Your Understanding #1– Check Your Understanding #1–5; Pg. 393 Check Understanding #1–5; Pg. 395 Chapter 9 Test #1 Narrative: Pg. 348–368 Section 9.1 Creating a P Presentation; Pg. 370–380 Section 9.2 Adding T and Animations; Pg. 382–392 Section 9.3 Charts and Handouts Activity: Pg. 369 Check Your Understanding #1– Check Your Understanding #1–5; Pg. 393 Check Understanding #1–5; Pg. 392 Section 9.3 Charts and Handouts Activity: Pg. 369 Check Your Understanding #1– Check Your Understanding #1–5; Pg. 393 Check Understanding #1–5; Pg. 395 Chapter 9 Test #1 (B)</li> <li>create, save, edit, and produce presentations incorporating advanced features.</li> <li>(i)</li> <li>create presentations incorporating advanced features.</li> <li>(i)</li> <li>create presentations incorporating advanced features.</li> <li>(ii)</li> <li>create presentations incorporating advanced features.</li> <li>(ii)</li> <li>create presentations incorporating advanced features.</li> <li>(ii)</li> <li>create presentations incorporating advanced features.</li> <li>(iii)</li> <li>save presentations incorporating advanced features.</li> </ul>	ding Transitions Charts, Tables, ng #1–5; Pg. 381 Check Your	Presentation; Pg. 370–380 Section 9.2 Adding Tran		A) identify
<ul> <li>(ii) identify the functions of presentation software; and Animations; Pg. 382–392 Section 9.3 Charts and Handouts         <ul> <li>Activity: Pg. 369 Check Your Understanding #1–5; Pg. 393 Check Understanding #1–5; Pg. 395 Chapter 9 Test #1</li> <li>(iii) identify the functions of presentation software; and Narrative: Pg. 348–368 Section 9.1 Creating a P Presentation; Pg. 370–380 Section 9.2 Adding T and Animations; Pg. 382–392 Section 9.3 Charts and Handouts</li> <li>Activity: Pg. 369 Check Your Understanding #1–5; Pg. 393 Check Understanding #1–5; Pg. 393 Check Your Understanding #1–5; Pg. 393 Check Understanding #1–5; Pg. 395 Chapter 9 Test #1</li> <li>(B) create, save, edit, and produce presentations incorporating advanced features such as links, hyperlinks, audio and features.</li> <li>(i) create presentations incorporating advanced features such as links, hyperlinks, audio and Animations</li> <li>(ii) create presentations incorporating advanced features Pg. 370–380 Section 9.2 Adding Tran Animations</li> <li>Activity: Pg. 372–373 Hands-on Example 9.2.1; Hands-on Example 9.2.2; Pg. 375–376 Hands-on 9.2.3; Pg. 377 Hands-on Example 9.2.4; Pg. 378–306 Net Your Understanding #1–5; Pg. 397</li> <li>(iii) save presentations incorporating advanced features.</li> <li>(iii) save presentations incorporating advanced features.</li> </ul> </li> </ul>	Charts, Tables, ng #1–5; Pg. 381 Check Your		identify the terminology of presentation software;	(i)
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<ul> <li>on Example 9.2.5; Pg. 380–381 Hands-on Example 9.2.5; Pg. 380–381 Hands-on Example 9.2.5; Pg. 380–381 Hands-on Example 9.2.5; Pg. 381 Check Your Understanding #1–5; Pg. 39 Test #3–5, 8–10, 11–14</li> <li>(ii) save presentations incorporating advanced features. Narrative: Pg. 370–380 Section 9.2 Adding Trans</li> </ul>	nds-on Example	Hands-on Example 9.2.2; Pg. 375–376 Hands-on Ex		
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Test #3-5, 8-10, 11-14           (ii)         save presentations incorporating advanced features.         Narrative: Pg. 370-380 Section 9.2 Adding Tran		Pg. 381 Check Your Understanding #1–5; Pg. 395 Cl		
(ii) save presentations incorporating advanced features. Narrative: Pg. 370–380 Section 9.2 Adding Tran				
	g Transitions and		save presentations incorporating advanced features	(ii)
Animations		Animations		(")
	<b>3 2 1· Pσ 37</b> /	Activity: Pg. 372–373 Hands-on Example 9.2.1; Pg. 3		
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	g Transitions and			(iii)
Animations	-	Narrative: Pg. 370–380 Section 9.2 Adding Transition	edit presentations incorporating advanced features.	( )
			edit presentations incorporating advanced features.	

	(ii)	explain design principles;	Check Your Understanding #1; Pg. 551 Application and Extension of Knowledge #3; Pg. 553 Teamwork Narrative: Pg. 534–535 Designing for the Web Activity: Pg. 536–537 Hands-on Example 13.2.1; Pg. 549
(C)	identify (i)	and explain design principles such as unity, harmony, ba identify design principles;	lance, scale and contrast; Narrative: Pg. 534–535 Designing for the Web Activity: Pg. 536–537 Hands-on Example 13.2.1; Pg. 549
	(ii)	explain design elements;	Narrative: Pg. 534–535 Designing for the Web Activity: Pg. 536–537 Hands-on Example 13.2.1; Pg. 549 Check Your Understanding #1; Pg. 551 Application and Extension of Knowledge #3; Pg. 553 Teamwork
(6)	(i)	identify design elements;	Narrative: Pg. 534–535 Designing for the Web Activity: Pg. 536–537 Hands-on Example 13.2.1; Pg. 549 Check Your Understanding #1; Pg. 551 Application and Extension of Knowledge #3; Pg. 553 Teamwork
(B)	identifi	media; and explain design elements such as typeface, color, sha	Activity: Pg. 548 Hands-on Example 13.2.4; Pg. 549 Check Your Understanding #2, 3, 4
	(ii)	identify the terminology associated with interactive	Hands-on Example 13.2.3; Pg. 548 Hands-on Example 13.2.4; Pg. 549 Check Your Understanding #1–5; Pg. 550– 551 Chapter 13 Test #4, 5, 9, 10; Pg. 551–552 Application and Extension of Knowledge #3, 4, 5 Narrative: Pg. 537–547 HTML
(A)		the terminology associated with web page development identify the terminology associated with web page development;	t and interactive media; Narrative: Pg. 533–549 Section 13.2 Creating for the Web Activity: Pg. 540–541 Hands-on Example 13.2.2; Pg. 545
Stand	ard (12) Tl	ne student applies design and web publishing techniques	9.2.3; Pg. 377 Hands-on Example 9.2.4; Pg. 378–379 Hands- on Example 9.2.5; Pg. 380–381 Hands-on Example 9.2.6; Pg. 381 Check Your Understanding #1–5; Pg. 395 Chapter 9 Test #3–5, 8–10, 11–14 . The student is expected to:
	(iv)	produce presentations incorporating advanced features.	Narrative: Pg. 370–380 Section 9.2 Adding Transitions and Animations Activity: Pg. 372–373 Hands-on Example 9.2.1; Pg. 374 Hands-on Example 9.2.2; Pg. 375–376 Hands-on Example
			Hands-on Example 9.2.2; Pg. 375–376 Hands-on Example 9.2.3; Pg. 377 Hands-on Example 9.2.4; Pg. 378–379 Hands- on Example 9.2.5; Pg. 380–381 Hands-on Example 9.2.6; Pg. 381 Check Your Understanding #1–5; Pg. 395 Chapter 9 Test #3–5, 8–10, 11–14

	approp	riate design principles.	Activity: Pg. 540–541 Hands-on Example 13.2.2; Pg. 545 Hands-on Example 13.2.3; Pg. 548 Hands-on Example 13.2.4; Pg. 549 Check Your Understanding #1–5; Pg. 550– 551 Chapter 13 Test #4, 5, 9, 10; Pg. 551–552 Application and Extension of Knowledge #3, 4, 5		
		ne student understands and demonstrates legal and ethic student is expected to:	al procedures as they apply to the use of information		
(A)	explain and demonstrate ethical use of technology and online resources;				
	(i)	explain ethical use of technology;	Narrative: Pg. 336–340 Software Piracy; Pg. 531–532 Ethical Use of the Internet; Pg. 659–660 Ethical Behavior in Cyberspace Activity: Pg. 339 Hands-on Example 8.3.1; Pg. 341 Check Your Understanding #3, 4; Pg. 343 Chapter 8 Test #5, 9, 10; Pg. 532 Hands-on Example 13.1.3; Pg. 532 Check Your Understanding #5; Pg. 661 Check Your Understanding #4, 5; Pg. 679 Chapter 16 Test #8		
	(ii)	explain ethical use of online resources;	Narrative: Pg. 336–340 Software Piracy; Pg. 531–532 Ethical Use of the Internet; Pg. 659–660 Ethical Behavior in Cyberspace Activity: Pg. 339 Hands-on Example 8.3.1; Pg. 341 Check Your Understanding #3, 4; Pg. 343 Chapter 8 Test #5, 9, 10; Pg. 532 Hands-on Example 13.1.3; Pg. 532 Check Your Understanding #5; Pg. 661 Check Your Understanding #4, 5; Pg. 679 Chapter 16 Test #8		
	(iii)	demonstrate ethical use of technology;	Narrative: Pg. 336–340 Software Piracy Activity: Pg. 339 Hands-on Example 8.3.1; Pg. 341 Check Your Understanding #3, 4; Pg. 343 Chapter 8 Test #9, 10		
	(iv)	demonstrate ethical use of online resources;	Narrative: Pg. 336–340 Software Piracy; Pg. 531–532 Ethical Use of the Internet; Pg. 659–660 Ethical Behavior in Cyberspace Activity: Pg. 339 Hands-on Example 8.3.1; Pg. 341 Check Your Understanding #3, 4; Pg. 343 Chapter 8 Test #5, 9, 10; Pg. 532 Hands-on Example 13.1.3; Pg. 551 Application and Extension of Knowledge #3; Pg. 681 Internet Research: Internet Security and Ethical Use		
(B) (i)	adhere	adhere to intellectual property laws;       Narrative: Pg. 335–336 Intellectual Property         Activity: Pg. 341 Check Your Understanding #1, 2; Pg. 343         Chapter 8 Test #5, 9			
(C)	explain the concept of intellectual property laws, including copyright, trademarks and patents and consequences of violating each type of law;				
	(i)	explain the concept of intellectual property laws, including copyright;	Narrative: Pg. 335–336 Copyright Activity: Pg. 341 Check Your Understanding #1, 2; Pg. 343 Chapter 8 Test #5, 15		
	(ii)	explain the concept of intellectual property laws, including trademarks;	Narrative: Pg. 336 Trademark Activity: Pg. 341 Check Your Understanding #1; Pg. 343 Chapter 8 Test #5, 9; Pg. 344 Application and Extension of Knowledge #4		
	(iii)	explain the concept of intellectual property laws, including patents;	Narrative: Pg. 336 Patents Activity: Pg. 341 Check Your Understanding #1; Pg. 343 Chapter 8 Test #5, 9; Pg. 344 Application and Extension of Knowledge #4		
	(iv)	explain the consequences of violating [copyright] law;	Narrative: Pg. 335–336 Copyright Activity: Pg. 341 Check Your Understanding #1, 2; Pg. 343 Chapter 8 Test #5, 15; Pg. 344 Application and Extension of Knowledge #4		
	(v)	explain the consequences of violating [trademark] law;	Narrative: Pg. 336 Trademark Activity: Pg. 341 Check Your Understanding #1; Pg. 343		

			Chapter 8 Test #5, 9; Pg. 344 Application and Extension of Knowledge #4	
	(vi)	explain the consequences of violating [patent] law;	Narrative: Pg. 336 Patents Activity: Pg. 341 Check Your Understanding #1; Pg. 343 Chapter 8 Test #5, 9; Pg. 344 Application and Extension of Knowledge #4	
(D) (i)	examine	e the consequences of plagiarism;	Narrative: Pg. 338 Plagiarism Activity: Pg. 341 Check Your Understanding #4; Pg. 343 Chapter 8 Test #5, 9, 15	
(E)	identify and explain unethical practices such as hacking, online piracy, and data vandalism; and			
	(i)	identify unethical practices;	Narrative: Pg. 639–644 Computer Threats; Pg. 648 Defending Against Cyber Attacks; Pg. 650–660 Section 16.2 Identity Protection and Ethical Behavior Activity: Pg. 644 Hands-on Example 16.1.1; Pg. 648–649 Hands-on Example 16.1.2; Pg. 649 Check Your Understanding #1, 2; Pg. 652 Hands-on Example 16.2.1; Pg. 661 Hands-on Example 16.2.2; Pg. 661 Check Your Understanding #1; Pg. 679–680 Chapter 16 Test #1, 2, 3, 12, 13, 15	
	(ii)	explain unethical practices; and	Narrative: Pg. 639–644 Computer Threats; Pg. 648 Defending Against Cyber Attacks; Pg. 650–660 Section 16.2 Identity Protection and Ethical Behavior Activity: Pg. 644 Hands-on Example 16.1.1; Pg. 648–649 Hands-on Example 16.1.2; Pg. 649 Check Your Understanding #1, 2; Pg. 652 Hands-on Example 16.2.1; Pg. 661 Hands-on Example 16.2.2; Pg. 661 Check Your Understanding #1; Pg. 679–680 Chapter 16 Test #1, 2, 3, 12, 13, 15	
(F) (i)	demonstrate ethical use of online resources, including citation of source.		Narrative: Pg. 531–532 Ethical Use of the Internet; Pg. 659– 660 Ethical Behavior in Cyberspace Activity: Pg. 532 Hands-on Example 13.1.3; Pg. 532 Check Your Understanding #5; Pg. 661 Check Your Understanding #4, 5; Pg. 679 Chapter 16 Test #8	