

Introduction to Computer Use for Renaissance Star Early Literacy®

For young students, using a computer can be an unfamiliar experience. As educators increasingly use technology for instruction, practice, and assessment, consider strategies such as those that follow to provide students with the background they need to make use of technology.

Keyboard use

- **Introduce:** Show students an enlarged image of a computer keyboard, either projected or on a poster. Demonstrate how to touch keys and where special keys like the enter key and spacebar are located.
- **Practice:** Provide a copy of a small version of the keyboard (see page 2). Highlight the keys you want students to learn, such as their user names or other keys they will need for the applications they're using. Save the keyboards and allow students to practice periodically, providing experience with an actual keyboard when possible.
- **Application tip:** Consider putting stickers or paint on keyboard keys the students may need to use for the applications you'll be using.



Mouse use

- **Introduce:** Demonstrate for the class how to hold the mouse. Explain its proper use and how to handle it with care. Show how you can pick up the mouse and move it if the cursor isn't where you need it to be in order to click.
- **Practice:** Provide students with an opportunity to hold the mouse and click the left button with an index finger.
- Provide opportunities for students to access websites to practice using the mouse. Before learning to drag-and-drop or right click, students should become familiar with simply moving the mouse and left-clicking. Some examples of websites that provide practice for simple mouse use include:
 - www.sheppardsoftware.com/preschool/preschool.htm
 - minimouse.us
 - literacycenter.net
- **Application tip:** Consider putting a small sticker on the left mouse button to remind students which button to use to left-click.

Headphone use

- **Introduce:** Demonstrate proper use of headphones such as how to plug them in, how to put them on and adjust the size, and where to set them when finished.
- If using headphones with volume control, demonstrate how to make adjustments. Discuss how the volume should not be set too high so that it damages hearing or distracts others.
- Explain to students that if they talk while wearing headphones, their voices may be too loud for the classroom. Instruct them to raise their hands while wearing headphones or take them off before talking.
- **Practice:** Allow students to practice using the headphones appropriately while using the computers, at a listening center, or to block out ambient noise during quiet time.
- **Application tip:** Have students put on their headphones only after logging in and being told to do so by the teacher so they are still able to hear directions or ask for help.

