

TECH FOR EVERYONE

Grades 3–5

Digital Literacy

My Student Planner

A checklist of everything to complete for each chapter,
space to record your scores and reflections, and a tracker
to see your progress grow.

Name: _____

Welcome!

How to use this planner

- Each chapter has its own page listing **every activity to complete** and where to find it.
- Check the box when you finish, write the date, and record your score when you get it back. Your teacher initials the last column.
- Fill in the reflection lines -- they help you notice what you learned and what you still need help with.
- Use the **Progress Tracker** at the back: color one box for each finished activity. The **Scores** chart shows how your quizzes are going over time.
- Two versions of each quiz exist (A and B). Write the letter of the one you took next to your score.

My goals for this book

One thing I want to be able to do with technology by the end:

One habit I want to build (for example, saving my work, checking sources, using strong passwords):

My study plan

Days and times I will work on Digital Literacy each week:

Chapter 1: Meet Your Devices

Name: _____ Date: _____

Done	What I need to do	Date	My score	Teacher
☐	Read the chapter Textbook (tfereader.app or print)		✓	
☐	Chapter Activity (Parts 1-3) Textbook		✓	
☐	Chapter Review: Show What You Know Textbook		✓	
☐	Vocabulary: Word List + Write the Words Vocabulary Workbook		✓	
☐	Vocabulary: Practice page Vocabulary Workbook		✓	
☐	Lab (hands-on) Lab Workbook		___ / 4	
☐	Chapter Quiz (Version A or B) Quiz and Test Book		___ / 8	

Something I learned in this chapter

A question I still have, or something I need help with

How confident am I with this chapter?

- ☐ 1 Not yet
- ☐ 2 Getting there
- ☐ 3 Confident
- ☐ 4 I could teach it

Chapter 2: Finding Your Way Around a Device

Name: _____ Date: _____

Done	What I need to do	Date	My score	Teacher
☐	Read the chapter Textbook (tfereader.app or print)		✓	
☐	Chapter Activity (Parts 1-3) Textbook		✓	
☐	Chapter Review: Show What You Know Textbook		✓	
☐	Vocabulary: Word List + Write the Words Vocabulary Workbook		✓	
☐	Vocabulary: Practice page Vocabulary Workbook		✓	
☐	Lab (hands-on) Lab Workbook		___ / 4	
☐	Chapter Quiz (Version A or B) Quiz and Test Book		___ / 8	

Something I learned in this chapter

A question I still have, or something I need help with

How confident am I with this chapter?

- ☐ 1 Not yet
☐ 2 Getting there
☐ 3 Confident
☐ 4 I could teach it

Chapter 3: Exploring the Internet

Name: _____ Date: _____

Done	What I need to do	Date	My score	Teacher
☐	Read the chapter Textbook (tfereader.app or print)		✓	
☐	Chapter Activity (Parts 1-3) Textbook		✓	
☐	Chapter Review: Show What You Know Textbook		✓	
☐	Vocabulary: Word List + Write the Words Vocabulary Workbook		✓	
☐	Vocabulary: Practice page Vocabulary Workbook		✓	
☐	Lab (hands-on) Lab Workbook		___ / 4	
☐	Chapter Quiz (Version A or B) Quiz and Test Book		___ / 8	

Something I learned in this chapter

A question I still have, or something I need help with

How confident am I with this chapter?

- ☐ 1 Not yet
☐ 2 Getting there
☐ 3 Confident
☐ 4 I could teach it

Chapter 4: Communicating and Creating

Name: _____ Date: _____

Done	What I need to do	Date	My score	Teacher
☐	Read the chapter Textbook (tfereader.app or print)		✓	
☐	Chapter Activity (Parts 1-3) Textbook		✓	
☐	Chapter Review: Show What You Know Textbook		✓	
☐	Vocabulary: Word List + Write the Words Vocabulary Workbook		✓	
☐	Vocabulary: Practice page Vocabulary Workbook		✓	
☐	Lab (hands-on) Lab Workbook		___ / 4	
☐	Chapter Quiz (Version A or B) Quiz and Test Book		___ / 8	

Something I learned in this chapter

A question I still have, or something I need help with

How confident am I with this chapter?

- ☐ 1 Not yet
☐ 2 Getting there
☐ 3 Confident
☐ 4 I could teach it

Chapter 5: Staying Safe and Smart Online

Name: _____ Date: _____

Done	What I need to do	Date	My score	Teacher
☐	Read the chapter Textbook (tfereader.app or print)		✓	
☐	Chapter Activity (Parts 1-3) Textbook		✓	
☐	Chapter Review: Show What You Know Textbook		✓	
☐	Vocabulary: Word List + Write the Words Vocabulary Workbook		✓	
☐	Vocabulary: Practice page Vocabulary Workbook		✓	
☐	Lab (hands-on) Lab Workbook		___ / 4	
☐	Chapter Quiz (Version A or B) Quiz and Test Book		___ / 8	

Something I learned in this chapter

A question I still have, or something I need help with

How confident am I with this chapter?

- ☐ 1 Not yet
☐ 2 Getting there
☐ 3 Confident
☐ 4 I could teach it

End of Book

Name: _____ Date: _____

Finish the book

Done	What I need to do	Date	My score	Teacher
☐	Vocabulary end-of-book review Vocabulary Workbook		✓	
☐	Lab 6: Final Challenge - Be a Tech Helper Lab Workbook		___ / 4	
☐	End-of-Book Test (Form A or B) Quiz and Test Book		___ / 24	

What I can do now

Check every sentence that is true for you now.

- ☐ I can name hardware, log in on my own, and change an accessibility setting.
- ☐ I can use the operating system, files, folders, and the cloud.
- ☐ I can search smart, read a web address, and judge if a site can be trusted.
- ☐ I can write a clear email, join a video call, and make a document or slideshow.
- ☐ I can make strong passwords, spot phishing, and manage my digital footprint.

Looking back: what changed in how I use technology?

My Progress Tracker

Name: _____ Date: _____

Color in a box every time you finish an activity. A full row means the chapter is done!

Chapter	Read chapter	Activity	Review	Vocab words	Vocab practice	Lab	Chapter Quiz
Ch 1: Meet Your Devices							
Ch 2: Finding Your Way Around a Device							
Ch 3: Exploring the Internet							
Ch 4: Communicating and Creating							
Ch 5: Staying Safe and Smart Online							
End of book	Vocab review	Final Challenge	End-of-Book Test				

My scores

After each Chapter Quiz, color the boxes from the bottom up to your score (out of 8). Taller bars mean you are growing!

8					
7					
6					
5					
4					
3					
2					
1					
	Ch 1	Ch 2	Ch 3	Ch 4	Ch 5

