



## Grade 3

- What can we do on the computer.
- How can the information circulate in the computer?
- The hard desk's characteristics.
- Saving on storage medium.
- Opening a document from storage medium.
- Discovering the Microsoft Word program.
- Saving document.
- The keyboard function keys
- The copy-past technique.
- Inserting a picture.
- Printing a document.
- Creating a copy of a document.
- Get used to organizing your things
- The program (computer).
- Opening a document with a program
- Create a folder.
- Changing the folder's name.
- Create sub-folder.
- Copy a folder.
- Move a folder.
- The internet world.
- PC LOGO a First contact.
- The graphics and the listener screens.
- Turning left and right.
- Clearing the graphics screen.

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