

The role of the Information and Technology Literacy Program is essential for the enhancement of the Salem Public Schools curricula. The program ensures that students and staff are effective users of ideas and information. This mission is accomplished:

- By providing intellectual and physical access to materials in all formats,
- By providing instruction to foster competence and stimulate interest in reading, viewing, and using information and ideas, and
- By working with educators to design learning strategies to meet the needs of individual students.

The Information and Technology Literacy Program assists students and staff in continuing their efforts as life-long learners.

## Salem School District

**Mrs. Joyce Rak**  
Library Media Specialist  
(860) 859-0267 x3156  
jrak@salem.cen.ct.gov

**Mrs. Carol Harkness**  
Library Media Assistant  
(860)859-0267 x3156  
charkness@salem.cen.ct.gov

**Mr. Scott Gordon**  
Technology Integration  
(860) 859-0267 x3156  
sgordon@salem.cen.ct.gov

**Mr. Rob McLaughlin**  
Education Technology Teacher  
(860) 859-0267 x3165  
rmclaughlin@salem.cen.ct.gov

[www.salemschools.org](http://www.salemschools.org)



# Salem Elementary School Information & Technology Literacy



# The Super 3

The student will answer the following questions when a teacher assigns them a task. It's a step-by-step procedure that makes their work easier.



What am I supposed to do?  
What will the result look like if I do a really good job?  
What do I need to make to show what I learned?  
What do I need to find out about in order to do the job?



How can I do the job?  
What can I use to find what I need?  
Now I need to make something to show what I learned!



Is my job done?  
Did I do what I was supposed to do?  
Do I feel OK about this?  
Should I do something before I turn it in?

In grades K–4 students will:

- Use OPAC to find resources (on-line catalogue)
- Use the principles of library organization to locate materials
- Recognize fiction and non-fiction through a variety of genres
- Use the internet to access pre-selected links
- Use graphic organizer software such as Kidspiration/Inspiration
- Use peripherals such as SMARTboards, digital cameras, and Alphasmarts
- Identify and use basic reference sources such as dictionaries, encyclopedias, atlases, and electronic sources
- Properly cite all resources for projects and presentations
- Practice proper and ethical use and care of print and non-print information resources, computers and other technologies
- Work collaboratively and cooperatively with peers and others

For more information, visit

<http://www.big6.com/showarticle.php?id=109>