

## **8710.4525 TEACHERS OF COMPUTER, KEYBOARDING, AND RELATED TECHNOLOGY APPLICATIONS.**

Subpart 1. **Scope of practice.** A teacher of computer, keyboarding, and related technology applications is authorized to provide to students in grades kindergarten through 12 instruction that is designed to teach computer applications, including general productivity applications, graphics, imaging, multimedia, video and animation, audio, and digital communications including, but not limited to, the Internet and electronic communications and computer keyboarding. This teacher is authorized to lead, collaborate, and consult with other classroom teachers for the purpose of integrating technology learning into content area curriculum. Nothing in this part prevents a teacher of elementary education from teaching keyboarding to the teacher's own classroom, nor any teacher from teaching computer applications and integrating technology into the teacher's curriculum, or a teacher of business education from teaching keyboarding and computer applications at the grade levels for which the teacher is licensed as a teacher of business education.

Subp. 2. **Licensure requirements.** A candidate for licensure endorsement to teach computer, keyboarding, and related technology applications to students in grades kindergarten through 12 shall hold or qualify for a valid Minnesota classroom teaching license and must have successfully completed a Board of Teaching preparation program approved under part 8700.7600 leading to the licensure endorsement as a teacher of computer, keyboarding, and related technology applications under this part. A teacher of computer, keyboarding, and related technology applications is limited to teaching in the scope of the teacher's base license.

Subp. 3. **Subject matter standard.** A candidate for licensure endorsement as a teacher of computer, keyboarding, and related technology applications in grades kindergarten through 12 must successfully complete a preparation program under subpart 2 that includes the candidate's demonstration of the knowledge and skills in items A to C.

A. A teacher of computer, keyboarding, and related technology applications understands and applies:

(1) knowledge of computers and related technology and peripherals, including hardware, software, file management, care of equipment, and security;

(2) knowledge about the legal context, ethics, and online safety issues in the use of technology in education, including the changeable nature of these technologies as their applications continue to evolve;

(3) knowledge about digital equity and meeting the needs of diverse learners;

(4) knowledge of keyboarding and other input devices, including terminology, techniques, ergonomics, appropriate fingering, skill development, and application to word processing and other applications;

(5) knowledge of computer applications, including general productivity applications, graphics, multimedia, and digital communications including, but not limited to, the Internet and electronic communications;

(6) knowledge of emerging technologies and the changing nature of technology in education;

(7) methods to manage technology, resources, user access, and applications in the education setting;

(8) strategies to evaluate, select, and apply appropriate hardware, software, and online resources; and

(9) the knowledge necessary to develop computer technology curriculum.

B. A teacher of computer, keyboarding, and related technology applications provides leadership in the area of technology for a school community. The teacher must be able to:

(1) model and provide professional development in the use of technology for the enhancement of productivity;

(2) provide professional development, leadership, and communication related to technology applications;

(3) participate in technology planning and provide support for integration of technology learning in content area curriculum;

(4) participate in the development of policies and procedures for technology; and

(5) assist in the design, development, and organization of learning spaces for the application of integrated technology learning.

C. A teacher of computer, keyboarding, and related technology applications integrates knowledge of computers, keyboarding, and computer applications with understanding of pedagogy, students, learning, methods, processes of evaluation, classroom management, and professional development. The teacher must:

(1) understand the physical, social, emotional, moral, and cognitive development of students in grades kindergarten through 12;

(2) understand and apply best practices of teaching computer and related technology applications to students in grades kindergarten through 12;

(3) understand the relationship between higher order thinking skills and creativity to the effective application of technology to learning;

(4) develop curriculum goals and purposes based on the central concepts of teaching computer and related technology applications and know how to apply instructional strategies and materials for achieving student understanding of this discipline;

(5) create and apply teaching and learning strategies for many types of technology environments including, but not limited to, lab, mobile, classroom, integrated, and online;

(6) support the use of technology for formative and summative assessment of student learning including, but not limited to, online testing; and

(7) apply the standards under part 8710.2000 to teaching keyboarding and computer applications to students in grades kindergarten through 12 in a variety of clinical experiences.

Subp. 4. **Professional license.** A professional license shall be issued and renewed according to the rules of the Board of Teaching governing licensure.

Subp. 5. **Effective date.** The requirements in this part for licensure as a teacher of computer, keyboarding, and related technology applications are effective on September 1, 2010, and thereafter.

**Statutory Authority:** *MS s 122A.09*

**History:** *26 SR 700; 34 SR 595*

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