



# WAYNESBORO HIGH SCHOOL

1200 West Main Street · Waynesboro, VA · 22980

Office of the Principal: (p)540.946.4616 (f)540.946.4621 | Guidance: 540.946.4620 | Student Activities: 540.946.4629  
<http://www.waynesboro.k12.va.us/wboro/whs/>

## Curriculum at a Glance

### Computer Applications

Time Frame	Content (Nouns)	Skills (Verbs)
Q1 – 9 weeks	<ul style="list-style-type: none"><li>• Basic Computer Operations</li><li>• Computer System</li><li>• Keyboarding Skills</li><li>• Word Processing Applications (letters, emails, tables, MLA reports)</li></ul>	Identifying, edit, enhance, modify, compose, create, evaluate, analyze, design
Q2 – 3 weeks	<ul style="list-style-type: none"><li>• Graphic Features (Desktop Publishing)</li><li>• Networks and Telecommunication (Internet Research &amp; Safety Issues)</li><li>• Ethical Issues Relating to Computers and Computer Systems (Copyright, ethical issues)</li></ul>	create, design, evaluate, enhance, edit, analyze, synthesize
Q2 – 3 weeks	<ul style="list-style-type: none"><li>• Visuals Presentations (PowerPoint, digital cameras)</li><li>• Spreadsheets</li></ul>	edit, enhance, modify, compose, create, evaluate, analyze, design, synthesize
Q 2- 2 weeks	<ul style="list-style-type: none"><li>• Employability Skills (Resumes, applications, interviews, career exploration)</li></ul>	Evaluate, analyze, compose, edit, modify
Throughout the year	<ul style="list-style-type: none"><li>• Workplace Readiness Skills</li></ul>	Explore, identify, evaluate, investigate, plan