Technology Plan

St. John's Catholic School

Hollywood, MD
10/11/2021
Principal: Susan McDonough

V.1.0

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Version changes

Version	Date	Changes	Name
0.1	28SEP21	Initial version draft	mea
0.5	11OCT21	Modified draft	Mea
0.9	29OCT21	Updates with content, added Glossary section	JD/MEA
0.91	08NOV21	Fixed Title page, added implementation section, added “DRAFT” to document	MEA

Mission

St John's Catholic school will REACH, TEACH, and EMPOWER all students by providing a challenging, diverse, and innovative education.

Tech Vision

St John's Catholic school will be an educational leader recognized for high performance and academic excellence that prepares students to succeed in an ever-changing global society.

Our students at SJS must be shaped in all manners, good and holy. In a world of increasing moral and philosophical ambiguity, we must prepare our students to pursue truth and goodness in all things; including technological skills and usage. Our curriculum must prepare our students to be technologically competent in both skill and moral understanding. Through this curriculum they should learn logical thinking skills and creative arts skills that should inform other disciplines. Bl. Carlos Acutis, Pray for us!

Values

St John's Catholic school community of students, parents, staff, and patrons, value:

- High quality education for all students which includes:
- Lifelong learning from early childhood through adult education
- Rigorous learning experiences that challenge all students
- Instruction that meets the needs of a diverse community
- Respect for all
- Real world, critical thinking and problem-solving skills to prepare students for the 21st Century
- Developing caring, productive, and responsible citizens
- Strong engagement of family and community
- A safe, secure, and nurturing school environment
- Achievement through:
- Celebration of individual success
- Collaboration with parents and community stakeholders
- Exploration, Innovation, and creativity
- High quality staff by:
- Hiring and retaining highly qualified and invested employees
- Providing professional development and collaboration focused on increasing student achievement
- Empowering staff to use innovative resources and practices
- Informed decisions that are:
- Student-centered
- Focused on student achievement

- Data Driven
- Considerate of all points of view
- Fiscally responsible

Goals

For planning purposes, five overarching goals have been developed. These goals are statements of the key functions of the school. The goal of St. Johns Catholic School is to use tech less, but with more meaningfully, that each minute is intentional and purposeful

1. Student Performance
   - Develop and enhance the quality educational/instructional programs to improve student performance and enable students to meet their personal, academic, and career goals.
2. Highly qualified staff
   - Recruit, attract, develop, and retain highly qualified staff to carry out the mission, vision, goals, and objectives.
3. Facilities, Support, and Instructional Resource
   - Provide and maintain appropriate instructional resources, support services, and functional and safe facilities.
4. Parent and Community Involvement
   - Promote, facilitate and enhance parent, student, and community involvement in educational programs.
5. Governance
   - Govern the in an efficient and effective manner providing leadership and representation to benefit the students, staff, and patrons of the school.

K-8 Computer Technology Course Descriptions

- **Kindergarten - 4th grade** - The Elementary Computer Technology course is an introduction to technology for students in grades K-4 who are developing self-concepts, motor skills, and social relationships. They need opportunities for first-hand experiences in solving problems and manipulating real objects. Students will learn how to navigate and save on the computers. They will also be developing numerous skills including but not limited to: keyboarding skills and utilizing numerous software and internet-based applications in word processing, research, digital citizenship, introduction to programming, engineering design process, and multimedia presentations.
- **5th grade** - In 5th grade, students will expand on the skills they already learned in grades K-4. They will focus on keyboarding skills and basic technology concepts, while using desktop computers and Chromebooks. Students will learn to be digital citizens who safely and ethically navigate the Internet and improve their research skills while evaluating the quality of online resources. They will also follow the engineering design process to collaboratively solve real-world problems, display their results using multimedia presentations, and provide valuable feedback using digital tools.
- **6th grade** - This course is designed to introduce students to integrated software package used to teach word processing, spreadsheet & presentation applications. Students will also continue to develop research skills through use of the Internet. Students receive immediate benefits, which will be utilized in other courses throughout their educational career. They will use the skills learned to prepare reports & presentations for other classes & retain skills learned for future personal use, education, & careers.
- **Computers 7** - Students in 7th grade will continue focusing on keyboarding skills and increasing their technology concepts by collecting and displaying data in spreadsheets. They will also improve their research skills, using advanced search commands, and identify credible sources. While learning to be digital citizens, they will focus on cybersecurity and identify the opportunities and pitfalls of connecting with people online. Students will also follow the engineering design process to collaboratively code and understand how human-made machines function. In addition, they will creatively create other projects while using digital tools to collaborate and communicate with others.
- **Computers 8** - In this course, students will discover practical applications using word processing skills, spreadsheet functions, presentation skills, and graphic techniques to create various publications such as a flyers and brochures. Students will also continue to develop research skills through the use of the Internet. Skills learned will benefit students for future personal use, education, and careers.
- **Computer Club**

K-8 Computer Technology Program Goals

1. Students will be able to use digital tools to communicate and work collaboratively, including at a distance, to support individual learning and contribute to the learning of others
2. Students will be able to apply existing knowledge to demonstrate creative thinking, construct new knowledge, and create original works as a means of personal or group expression.
3. Students will be able to use critical thinking skills to plan and conduct research, manage projects, solve problems, and make informed decisions using appropriate digital tools and resources.
4. Students will be able to understand human, cultural, and societal issues related to technology and practice legal and ethical behavior.
5. Students will be able to demonstrate a sound understanding of technology concepts, systems, and operations.

K-8 Computer Technology Essential Understandings/Learner Outcomes

1. Students use digital tools to communicate clearly, express themselves creatively, and collaborate effectively in teams both locally and globally, and build community.
2. Students use a variety of digital tools and resources to construct knowledge and produce creative artifacts and meaningful learning artifacts to achieve virtuous ends
3. Students, through expression of their will and intellect, use a variety of technologies within a design process to solve problems in ways that leverage the power of technology methods.
4. Students recognize the rights, responsibilities and opportunities of living, learning and working in an interconnected world and they act and model ways to use technologies that are safe, legal and ethical. Using tech in a way that recognizes and respects the dignity of all persons.
5. Students understand the fundamental concepts of technology operations and demonstrate the ability to choose, use and troubleshoot technologies. They also leverage technology to set and demonstrate competency in their learning goals.

K-8 Computer Technology Scope & Sequence

Introduce – Basic Concepts

Reinforce – Application

Master – Self Sufficient

I= Introduce R=Reinforce M=Master									
Empowered Learner									
Computer Concepts and Operations	**K**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**
Identify the basic component of the computer: monitor, keyboard, mouse, headphones	I	R	R	M					
Turn on/off computer, laptop, Chromebook, or hand-held device and connect peripherals	I	R	R	M					
Logs on and off computers or devices			I	M					
Performs basic mouse/touchpad operations W/ Student Accounts	I	R	M						
Use basic troubleshoot steps to solve technical problems independently	I	R	R	R	R	R	R	R	R
Internet issues							I	R	R
Application issues						I	R	R	R
Use desktop icons, windows and menus to open and close applications			I	R	R	R	R	R	M
Is able to save, retrieve, upload, and download files/documents			I	R	R	R	R	R	M
Describe how technology is used in the workplace.	I	R	R	R	R	R	R	R	R
Analyze technology's impact on careers	I	R	R	R	R	R	R	R	R
Investigate required education, training and experience for technology related careers							I	R	R
Compare and Contrast standalone, cloud and networked computer environments								I	R
Transfer files between computers and cloud resources						I	R	R	R
Keyboarding Skills	**K**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**
Locate and use letter/number/symbol keys with proper fingering (home row, etc.)			I	R	R	R	R	R	M
Operate cursor movement keys (i.e. arrows, backspace, delete, page up, page down) and tab	I	R	R	R	R	M			
Use keyboarding posture	I	R	R	R	R	R	R	R	M
Gain proficiency and speed in touch-typing WPM goal per grade level (See Implementation section.)			I	R	R	R	R	R	R
Operate Function/Command Keys						I	R	R	R

Apply ten-key technique on a numeric key pad						I	R	R	R
Word Processing Skills	**K**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**
Use a word processing application to create, write, edit, and save assignments			I	R	R	R	R	R	M
Prints documents						I	R	R	M
Define word processing terms and applications			I	R	R	R	R	R	R
Highlight, cut, copy, and paste text within a document using commands I or drop down			I	R	R	R	R	R	R
Format documents MLA format, Table of contents, style headers			I	R	R	R	R	R	R
Introduce other formats, APA, Chicago								I	R
Select fonts		I	R	R	R	R	R	R	R
Proofread and edit writing using built-in resources (i.e. dictionary, spell check, thesaurus, grammar check)			I	R	R	R	R	M	
Insert and resize images and text boxes within a document			I	R	R	R	M		
Use style enhancements					I	R	R	R	R
Perform find and replace activities							I	R	R
Use document features (headers/footers, page numbers)							I	R	R
Create multi-page documents with special pages (i.e. title page, table of contents, special numbering) Page Layouts							I	R	R
Use and create templates						I	R	R	R
Use sort feature adjust auto Formatting								I	R
Digital Citizen									
Security	**K**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**
Protect accounts by logging out of shared equipment			I						
Keep passwords confidential (log-on, email, websites, etc.)			I	R	R	R	R	R	R
Create strong passwords			I	R	R	R	M		
Describe how to be safe online and in a digital world	I	R	R	R	R	R	R	R	M
Use technology independently and collaboratively in a responsible and safe manner	I	R	R	R	R	R	R	R	R
Understand that digital content is permanent and cannot be deleted	I	R	R	R	R	R	R	R	R
Build a positive digital footprint/reputation			I	R	R	R	R	R	R
Understand and obey all rules and guidelines in the District's Responsible Use Policy	I	R	R	R	M				
Principal/Pastor will purchase lunch for Mike and Jonathan each Friday	I	R	R	R	R	R	R	R	M
Technology Ethics/Proper Use of Technology	**K**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**
Define ethics** (in glossary)	I	R	R	R	R	R	R	R	R
Describe legal and ethical aspects of technology (i.e. copyright laws, network etiquette, information security, plagiarism, etc.)			I	R	R	R	R	R	R
Describe the positive and negative effects social media have on one's life			I	R	R	R	R	R	M

Recognize how technology impacts one's health (use correct ergonomic principles when using computers such as chair adjustment, wrist position, distance from monitor, etc.)	I	R	R	R	R	R	R	R	R
Describe proper care and use of computers	I	R	R	R	R	R	R	M	
Describe ethical uses of multimedia		I	R	R	R	R	R	R	R
Creative Communicator/Global Collaborator									
Digital Communications	**K**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**
Is polite and respectful in all communications and collaborations EMAIL				I	R	R	R	R	R
Contribute constructively to project teams and group projects	I	R	R	R	R	R	R	R	R
Presentation Skills	**K**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**
Create and edit a presentation							I	R	R
Perform save and retrieve functions							I	R	R
Print presentation files							I	R	R
Use spell check							I	R	R
Define terms							I	R	R
Use slide layouts							I	R	R
Add audio files to Slides and PowerPoint								I	R
Describe common uses of presentation software							I	R	R
Use enhancement features (i.e color, graphics, animations, transitions, themes, etc.)							I	R	R
Print and Online Publishing Creating websites	**K**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**
NOTE TO BE deleted: DEFINE HTML EDITOR									
Perform save and retrieve function									I
Use spell check									I
Create text frames									I
Place images									I
Apply proper color design to documents									I
Place text in documents									I
Innovative Designer/Computational Thinker									
Computational/Design Thinking	**K**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**
Use the design process to solve a problem	I	R	R	R	R	R	R	R	R
Use a block-based programming to build a game, tell a story or solve a problem Scratch / minecraft /other	I	R	R	R	R	R	R	R	R
Use technology tools to solve age-appropriate computing problems	I	R	R	R	R	M			
Spreadsheet Skills GOOGLE SHEETS	**K**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**

Perform save and retrieve functions						I	R	R	R
Use spreadsheet software to create spreadsheets that contain the following: shading, borders, charts/graphs, and basic functions (SUM, AVG, MAX, MIN).						I	R	R	R
Print spreadsheets							I	R	R
Edit and revise an existing spreadsheet							I	R	R
Use advance features (i.e. math formulas, format, graphics)								I	R

Knowledge Constructor

Internet Exploration/Digital Resources	**K**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**
Evaluating credible online sources					I	R	R	R	R
Define terms create glossary	I	R	R	R	R	R	R	R	R
Use age-appropriate guidelines to evaluate websites and other resources for accuracy, perspective, credibility and relevance	I	R	R	R	R	R	R	R	R
Use age-appropriate search engines to locate information		I	R	R	R	R	R	R	R
Summarize, organize, and cite information from a website or digital resource.						I	R	R	M
Use keywords to efficiently and effectively locate needed information.						I	R	R	M
Use search commands to assist in efficiently locating information.							I	R	M
Download files from the Internet		I	R	R	R	R	R	R	R
Use the Internet to explore careers								I	R
Explain copyright issues regarding usage of images, video, audio, and information in documents, presentations, multimedia, and print/online publishing					I	R	R	R	R

Implementation

Keyboarding Skills

In the Keyboarding Skills section the goals will be met using Typing.com. Teachers will do create classrooms for students to complete defined goals. Students will use this resource to complete task using there google accounts. The measurable goal for Keyboarding Skills will be that students can type proficiently, while using the correct posture and positing. This skill will make them efficient when doing any typing, this will also will help them throughout their lifetime.

The goal of each grade level is:

- 2nd – 5 WPM
- 3rd – 8 WPM
- 4th – 12 WPM
- 5th – 15 WPM
- 6th – 20 WPM
- 7th – 25 WPM
- 8th – 30 WPM

Glossary of Terms

Basic functions.

- Caret - A caret is the small blinking line that shows where the next number or letter you type will go.
- Click - A click is when you press the mouse button (usually the left one), using the cursor. This is usually used to interact with a program or document on a computer.
- Cursor - The cursor is a pointer that shows your position on a computer screen, and is used to make a selection. The cursor is usually moved by a mouse or touchpad and makes a selection by clicking a mouse button.
- Double-click - A double click is two clicks of a mouse button quickly, one after the other. A double click is used to make a selection, or interact with a program or document on a computer.
- Drag and Drop - Drag and drop is used to move an object you clicked on. To do this, hold the button down when you click on something, and move it using the mouse, and release the button. The object will move where you drag it, and stay where you drop it.
- Input - Input is the definition of something going into the computer. This can include entering data from a keyboard, or another computer, or device.
- Left-/Right-Click - A mouse usually has at least two buttons. Pressing the left button is a left click. The left click is usually the main mouse button used for common tasks. Pressing the right button is a right-click. This button usually opens up a menu or other choices for operation.
- Output - This may be anything that is generated by a computer, and is usually transferred from an output device such as a display screen, speaker, or printer. This may include information, sounds, or photos.

Coding terms.

- Bit - A bit is the smallest measure of data in a computer. A bit has a single binary value, meaning it has a value of zero, or one.
- Bug - A bug is a coding error in a computer program..
- Code - Code is the instructions in a file or computer program written in a programming language. The code is also called software.
- Command - A command is given to a computer, by a user, that tells it to do something. This can be done by clicking on a button, or by typing a command and pressing the ENTER key. Many commands together can equal a code.
- Debugging - The process of finding and fixing bugs in a computer program.
- Function - A function is a specific section of a program that performs a task or routine.
- If-Statement - An if-statement is a part of code or programming that will perform a function or display information when the if-statement is proved true.
- Program - A program is an application, or a piece of software. It is written in code, also known as programming language.

Logging on/off.

- Log-On/Log-Off - Logging on is signing into a system to be a user for a session. Logging off ends a user session and will require a log on to run the program again.
- Password - A password is a word, phrase, or string of characters that a user keeps secret and uses to log into a program.
- Username - A username is a name that was chosen for identification to log into a program.

On the desktop.

- Desktop - The desktop is the working area of the computer screen. Icons and files may be placed here to access programs.
- Screensaver - A screen saver is an image, rotation of images, or animation that replaces the desktop or display when after a period of no use or interaction.
- Shortcut - A shortcut is a record of an address or file that makes quick access.
- Taskbar - The taskbar is a bar at the edge of the display or desktop that allows quick access to favorited, or running applications.
- Wallpaper - Wallpaper is also known as the background on a desktop. It is usually a picture or digital image that was chosen by the user.

Data and memory terms.

- Data - Data is information that has been stored on a computer. This information can be in the form of text documents, images, sound clips, software and programs, and more. People who study Data management and data analytics learn to use raw data to find make conclusions about that information.
- Kilobyte/Megabyte/Gigabyte - Computer data is measured in bytes. A kilobyte, or KB, is 1,024 bytes. A megabyte, or MB, is 1,024 kilobytes. A gigabyte, or GB is 1,024 megabytes.
- Memory - Memory is the physical device that stores information for operating systems, software and programs, and hardware.
- Operating System - An operating system is the program/software or set of programs or software that supports a computer's basic function and is used to operate the computer's various parts.
- Packets - A packet is a small amount of data that includes information on where it is coming from, where it is going to, as well as the data, or content it is transferring. A packet is usually sent over a network, such as the internet.
- Software - Software is the instructions, program, or operating information that tells a computer what to do, or how to perform a task.

Computer components.

- CD/Blu-Ray Drive - A CD/Blu-Ray Drive reads a CD, DVD, or Blu-ray disc, and allows access to the information on the disc, on the computer.

- Computer Case - A computer case, is the physical case that holds the components of a computer. This usually excludes the display, keyboard, mouse, and sometimes speakers.
- Hard Disk Drive - A hard disk drive, HDD, or hard drive, is used as a secondary storage device used to permanently store data.
- Laptop - A laptop is a portable computer, typically in the shape of a clamshell. Inside the clamshell, the top half is the display, and the bottom half is a keyboard and trackpad.
- Motherboard - A motherboard is essential to a computer system. It is a circuit board holds many of the important parts of the computer hardware and allows communication between them.
- Personal Computer (PC) - A personal computer is a multi-purpose computer that is designed and intended for personal use.
- Power Supply - The power supply adapts the AC power a computer takes in, into DC power the internal components of a computer need.
- Solid State Drive (SSD) - A solid-state drive, or SSD is a storage device that connects to a computer and maintains data, even with power.
- Sound Card - A sound card is usually built into the motherboard, but can be an additional expansion for producing sound on a computer that can be heard through speakers or headphones.
- Video Card - A video card is also known as a display or video adapter, graphics card, or video controller. It is hardware that attaches to the motherboard to create the display picture.
- Universal Serial Bus (USB) - A universal serial bus is what is called a plug and play interface, meaning it allows it is a port that allows communication and interaction with other devices.

Input/output devices.

- Keyboard - A computer keyboard is made up of buttons that reference letters, numbers, and symbols. It is one of the primary input devices used to interact with a computer.
- Monitor - A monitor is the video display terminal or output device, meaning the monitor is the screen of your computer in which you view the desktop, applications, or computer programs.
- Mouse - The mouse is a handheld device that is used to control the cursor to select text, icons, files, or folders.
- Printer - A printer is an external hardware output device that prints copies of documents from a computer to a piece of paper.
- Scanner - A scanner is an external hardware input device. A scanner takes an image, drawing, or body of text on a hard copy, or piece of paper and copies it into a digital file that can be viewed on a computer.
- Speakers - A computer speaker is a hardware device that allows a computer to generate sound.

Basic internet terms.

- Download - Downloading is the process of copying data from one source to another.
- Email - Electronic mail, or email, is/are messages that may contain text, files, images, or attachments. Emails are sent through a network, or over the internet from one person to another.
- Internet - The internet, also known as the interconnected network, the net, or the web, is a global network that provides information and communication.
- Internet Service Provider (ISP) - An internet service provider (ISP), or network provider, is a company that provides internet access to its customers.
- Network - A network is the sharing of data through a collection of computers, servers, network devices, or mainframes. A great example of a network is the internet, where devices and computers from millions of people are connected.
- Modem - A modem is a hardware device that connects a computer or router to a network.
- Online - The term “online” refers to a user, computer, or device that is connected to the internet, or a network.
- Server - A server is a computer that provides data to other computers, typically over the internet or a network.
- Surfing - Surfing the internet means browsing a variety of web pages. It is usually done by moving from one page of the internet to the next by clicking hyperlinks.
- Upload - The term upload refers to data being sent from a computer or device to the internet.
- Wi-Fi - The term Wi-Fi is short for wireless networking technology that provides high-speed internet and network connections.

Navigating the web.

- Bookmarks - A bookmark, sometimes called a “favorite,” saves a web page’s address.
- Browser - Sometimes called a web or internet browser, a browser is a software program used to navigate the world wide web.
- Chat room - A chat room is a web page that is used for strangers to talk, usually about a specific topic.
- Homepage - A homepage, also known as a landing page, welcome page, or front page is the main page of a website.
- Hyperlink - A hyperlink, also known as a web link, or simply a link, is an icon, graphic, photo, or text, that links to another page or file.
- File Sharing - File sharing is the ability of multiple users to access a file.
- Instant Messaging - Instant messaging, also known as IM is a direct form of messaging between one person to another over a network, or the internet.
- Keyword - A keyword is a word or group of words that are used to help a person, and a search engine, find a page or information.

- Search Engine - A search engine is a program or software that is used to find information on a database, or the world wide web.
- Social Media - Social media is a social network where people make profiles and share information and images.
- Universal Resource Locator (URL) - A universal resource locator, or URL, is the address of a webpage or file on the internet.
- Website - A website, or site, is a group of web pages that are related to a homepage.
- The World Wide Web - The world wide web, also known as the web, or www, is all of the pages and websites you can see on your computer.

Internet safety terms.

- Antivirus Software - Antivirus software, also known as an antivirus program, protects your computer or network against computer viruses, or malware.
- Cookie - A cookie is a small text file that is stored on your computer from a website. Websites use cookies to track data and recognize preferences.
- Cyberbullying - Cyberbullying, or cyberstalking is a form of online harassment. This may include posting hurtful or inappropriate things about another person, or sending unwanted emails or instant messages.
- Cybercrime - Cybercrime is the stealing, corrupting, or viewing of other people's personal or private information or data.
- Cybersecurity - Cybersecurity is the protective measures and practices designed to protect networks, devices, programs, and data from attack by cybercriminals. Professionals who have studied cybersecurity and information security help organizations keep sensitive data safe.
- Digital Citizenship - Digital citizens are people who use the internet and other digital technology responsibly in the online community.
- Electronic Footprint - A digital footprint is the communications and actions of a person on the internet.
- Firewall - A firewall is a software program or hardware device that filters data entering and leaving a computer, device, or network. The filter attempts to block or restrict unauthorized access by programs or cybercriminals.
- Malware - Malware is malicious software that is designed to make unwanted changes to settings or software, to cause errors in software or on devices, or to spy on personal information.
- Phishing - Cybercriminals use phishing scams by creating false web pages or emails that are designed to look trustworthy to get personal information from people.
- Spam - Spam is an internet term used to describe junk email, bulk email, pop-ups, or communication that is unasked for. Spam is typically seen as a potential scam.
- Spyware - Spyware is a term that is used to describe software that is to secretly gather information about a user's activity.

- Virus - A virus is malware. It is a computer program that is designed by a cybercriminal to steal information, modify or damage data, or send or display false messages.

** “Another important foundation of Christian morality is the understanding of moral acts. Every moral act consists of three elements: the objective act (what we do), the subjective goal or intention (why we do the act), and the concrete situation or circumstances in which we perform the act (where, when, how, with whom, the consequences, etc.).

For an individual act to be morally good, the object, or what we are doing, must be objectively good. Some acts, apart from the intention or reason for doing them, are always wrong because they go against a fundamental or basic human good that ought never to be compromised. Direct killing of the innocent, torture, and rape are examples of acts that are always wrong. Such acts are referred to as intrinsically evil acts, meaning that they are wrong in themselves, apart from the reason they are done or the circumstances surrounding them.

The goal, end, or intention is the part of the moral act that lies within the person. For this reason, we say that the intention is the subjective element of the moral act. For an act to be morally good, one's intention must be good. If we are motivated to do something by a bad intention—even something that is objectively good—our action is morally evil. It must also be recognized that a good intention cannot make a bad action (something intrinsically evil) good. We can never do something wrong or evil in order to bring about a good. This is the meaning of the saying, "the end does not justify the means" (*Catechism of the Catholic Church*, nos. 1749-1761).”- usccb.org

Therefore, we must apply the principals of a moral act to our technology usage. This is done by reflecting upon the three elements of a moral act when applied to whatever task we complete using technology equipment.