

DREYFOUS & ASSOCIATES

Course Overview



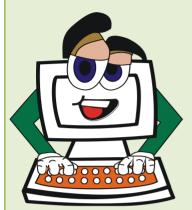
Primary 1 Projects

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Primary 1

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Subject: TECHNOKids	Grade: k-1
Course: Primary 1	
Project: TECHNOPC	Code: C983GE1U01L00 - C983GE1U01L07



Introduction to TECHNOPC

In this project, students are acquainted with the computer. This introduction includes activities that have students identify computer hardware, rules when using the computer, and the method to turn the computer on and off properly. The area of concentration is on developing fine motor skills needed to operate the mouse. Students learn how to click the mouse and navigate it to objects on the screen to achieve the desired result, as well as how to click and hold, click and drag, and double click the mouse buttons. Early

learning software is introduced to encourage the child to interact with the computer enthusiastically. Upon completion, students receive a Computer Operator's License that states they are able to use the computer competently and safely.

This project guide is intended for instructing young students. The skills introduced and reviewed in this project are essential for operating a computer. Teachers should expect that these students are going to require assistance when completing some of the activities, as the skills are new.

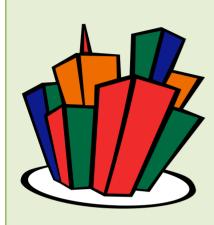
- **C983GE1U01L01-** In session 1, students learn about the basic parts of a computer. Participation in an interactive game enables students to identify names and functions of many computer parts. Following the fun, they open Microsoft Paint to point and click to paint a picture. Upon completion, students discuss how each computer part was used when working with the graphic art software.
- **C983GE1U01L02-** In session 2, students review the parts of the computer by playing Computer Spy. Once they are able to competently label each hardware part and explain its function, computer rules are discussed. Students exercise computer etiquette while using the program Microsoft Paint to click and drag to draw a picture. Students sign their work and send it to the printer. Upon completion, they outline the good behavior exhibited while working with the computer.
- **C983GE1U01L03-** In session 3, care when using computer equipment is emphasized. Students begin by learning how to start up the computer properly. Mouse vocabulary is increased as they learn to click and hold the mouse while dragging to create a picture using the Airbrush. Varying the weight of the tool and choosing different colors creates a beautiful picture. At the end of the session, students exercise proper shut down procedures by turning the computer off.
- **C983GE1U01L04** In session 4, students learn to select color from the Color Box by using both the left- and right-mouse buttons. An attractive pattern of shapes is drawn by combining the action of both the mouse and keyboard. Students apply color as they right click and left click to fill each shape. Computer shut down procedures are revisited.

- **C983GE1U01L05** In session 5, the terms input and output are introduced. To learn more about these terminology students open Microsoft Paint to add their name, format the text, and then pretend they are the fastest typists in the world. After printing, they discuss what parts of the computer were used to put information INTO the computer and what parts of the computer were used to put information OUT of the computer.
- **C983GE1U01L06** In session 6, students demonstrate that they have the knowledge and skill needed to operate a computer. To begin they overcome Computer Confusion by correctly identifying computer hardware. Afterwards, they combine their knowledge of Microsoft Paint with their mouse expertise to create a poster on computer care. At the end of the session, a Computer Operator's License is awarded to every student.

- C983GE1U01L00- The Teacher's Resources lesson includes all the materials needed to implement the
 TECHNOKids project. The resources in this lesson are the project teacher guides, flash cards, letters for parents
 and students, etc.
- **C983GE1U01L07-** In this session the teacher will have a project review, rubrics of Skills and Content Knowledge, letters for parents, students' certificates, assessments, etc.

- Microsoft Paint (part of the Windows 7 operating system)
- Microsoft PowerPoint 2010
- Adobe Reader (install at www.adobe.com)

Subject: TECHNOKids	Grade: k-1
Course: Primary 1	
Project: TECHNOCity	Code: C983GE1U02L00 - C983GE1U02L07



Introduction to **TECHNO**City

In this project, students produce a multimedia report about the city where they live. Using Microsoft Office PowerPoint, students create slides that illustrate facts about their city or town. Their report will include a street map, weather report, and information about community helpers. Students learn how to insert and then format graphics and text to complete each slide. Simple animation and transitions are added to the slide show to make a fabulous report.

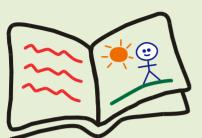
- **C983GE1U02L01** In session 1, students begin the creation of a multimedia report about the city in which they live. Using the program Microsoft PowerPoint, they assemble two slides for their slide show a title slide, and a slide that contains facts about their city or town. Students learn how to apply a theme to produce a unique background for each slide. Once this task is complete, information about their community including what school they attend, the street name where they live, and what is special about their city is added.
- **C983GE1U02L02** In session 2, students make a simple map of a street in their city. They acquire basic map-making skills by placing clip art in locations on the map. Students follow instructions to place objects beside, on, in, and under, to produce a detailed map of a street.
- **C983GE1U02L03-** In session 3, students create the fourth slide in their slide show by illustrating the weather in their city. Students practice their skills by inserting weather-related clip art and motion clips onto a slide. They insert, resize, and position the clip art on the slide in an attractive manner to show a typical day in their city. Students then view the project in progress as a slide show.
- **C983GE1U02L04** In session 4, students study the people who help make their community special. Students learn about community helpers such as doctor, nurse, firefighter, police officer, teacher, and hairstylist. Students explain the importance of these people on the next slide of their report using clip art, motion clips, and eye-catching text.

- **C983GE1U02L05-** In session 5, students animate the objects on each slide. To start, they learn how to animate the title on the title slide using the Animations tab on the PowerPoint ribbon. Once they are familiar with how to animate slide objects, they apply this knowledge to animate the remaining words and clip art on all the slides in the presentation.
- **C983GE1U02L06** In session 6, students complete the slide show. Transitions are added between slides. The transitions are customized to set the timing. Afterwards, students print their slide show as a handout. The completed report is then shared with family and friends.

- **C983GE1U02L00** The Teacher's Resources lesson includes all the materials needed to implement the **TECHNO**Kids project. The resources in this lesson are the project teacher guides, flash cards, letters for parents and students, etc.
- **C983GE1U02L07** In this session the teacher will have a project review, rubrics of Skills and Content Knowledge, letters for parents, students' certificates, assessments, etc.

- Microsoft PowerPoint (2010)
- Adobe Reader (download from www.adobe.com)

Subject: TECHNOKids	Grade: k-1
Course: Primary 1	
Project: TECHNOBook	Codes: C983GE1U03L00 - C983GE1U03L07



Introduction to TECHNOBOOk

In this project, students create storybooks. They use Microsoft Word templates that have a customized Quick Access Toolbar to learn essential word processing skills. Students use the templates to learn how to use the keyboard to write sentences that

have a capital letter, spaces, and a period. As well, they learn how to insert, size, and move clip art to illustrate story pages. At the end of the project, students apply their knowledge to write a story entitled, All About Me.

- **C983GE1U03L01-** In session 1, students create a book called "A Mess." An introductory activity to the keyboard begins the session. Once familiar with the location of the keys on the keyboard, the template "A Mess" is opened in Microsoft Word. Students learn how to add text, change pages in the document window, move pictures, and size images. These skills are applied to clean up the mess on each story page by sequencing the order of events; making items big, bigger, and biggest; and producing an illustration. The goal of this session is to teach keyboard and mouse skills, as well as knowledge of how to size and position clip art.
- **C983GE1U03L02** In session 2, students illustrate the book "At the Zoo." Students learn how to add pictures from the Clip Art task pane. This requires them to activate the Clip Art task pane using the Clip Art command on the TechnoBook Quick Access toolbar. Students then use keywords to insert pictures. Monkeys, snakes, and bears, are placed into the book to create a fabulous story.
- **C983GE1U03L03-** In session 3, students format the words in the book "I Like You" so that the text looks fantastic. Students learn how to select a word. They then use the commands on the Home tab to change the font, alter the size, and apply text effects. By formatting the words, the story is transformed into an eye-catching book.
- **C983GE1U03L04-** In session 4, students write a book called "All About Me." Using the "Me" template they are able to fill in the blanks to complete sentences. Upon completion, the words are formatted to look appealing.
- **C983GE1U03L05-** In session 5, students illustrate their book "All about Me." Pictures are added using clip art to illustrate the words. The images are sized and put into position to create amazing story pages.
- **C983GE1U04L06-** In session 6, students edit their book to make sure that each story page is complete. Once the story is finished, the document is printed. Afterwards, students share their book with their friends.

- **C983GE1U03L00** The Teacher's Resources lesson includes all the materials needed to implement the **TECHNO**Kids project. The resources in this lesson are the project teacher guides, flash cards, letters for parents and students, etc.
- **C983GE1U03L07** In this session the teacher will have a project review, rubrics of Skills and Content Knowledge, letters for parents, students' certificates, assessments, etc.

- Microsoft Office Word
- Adobe Reader (install at www.adobe.com)

Subject: TECHNOKids	Grade: K-1
Course: Primary 1	
Project: TECHNOBasics (Kid Pix)	Code: C983GE1U09L00 - C983GE1U09L07



Introduction to TECHNOBasics

In this project, students become acquainted with the computer. This introduction includes activities to identify computer hardware, rules to follow when using the computer, and the method to turn the computer on and off properly. Concentrating on the development of fine motor skills needed to operate the mouse, students learn how to "click", "click and drag", "click and

hold" and "double click" the mouse to achieve the desired result. Early learning software is introduced encouraging enthusiastic interaction with the computer. A Computer Whiz certificate is issued at the end of the project to verify competent and safe computer use.

- C983GE1U09L01- In session 1, students are introduced to the computer. To start, they consider how they use the computer to complete tasks. Next, they learn the function of each computer part and apply this knowledge to complete a matching worksheet. Afterwards they study the mouse to identify the buttons and practice how to complete simple actions such as click, double click, click and hold, and click and drag. The newly acquired skills are then practiced when students double click the mouse to open the program Kid Pix Deluxe 4, click to select a tool, and then either click and hold, or click and drag to paint a picture.
- C983GE1U09L02- In session 2, students review the parts of the computer by playing the game Computer Spy. Afterwards, students discuss rules to follow when working with the computer. Once familiar with computer conduct, students open Kid Pix Deluxe 4 and click and drag to make shapes that they will fill with patterns. Upon completion, teachers outline the good behavior exhibited by students while working with the computer.
- **C983GE1U09L03** In session 3, students learn how to turn the computer on. With the machine ready for operation, they open the program Kid Pix Deluxe 4 to click and drag with the Spray Can to create unique animated designs. The session ends with students turning the computer off.
- **C983GE1U09L04** In session 4, students review how to turn the computer off. Then it is time to get acquainted with the keys on the keyboard. Afterwards, students open Kid Pix Deluxe 4 and type letters, numbers, and symbols. They format the text to look fancy by changing the font, color, style, size, and alignment.

- **C983GE1U09L05-** In session 5, students are introduced to the terms input and output. To learn about this terminology, students open Kid Pix Deluxe 4 and make an artistic design that includes sound.

 Afterwards, they discuss which parts of the computer were used to put information IN to the computer and which parts of the computer were used to put information OUT of the computer.
- **C983GE1U09L06** In session 6, students review input and output. Students open Kid Pix Deluxe 4 and make a picture. Students apply knowledge learned throughout TechnoBasics in order to distinguish between computer parts and non-computer parts by completing the Computer Confusion worksheet.

- **C983GE1U09L00** The Teacher's Resources lesson includes all the materials needed to implement the **TECHNO**Kids project. The resources in this lesson are the project teacher guides, flash cards, letters for parents and students, etc.
- **C983GE1U09L07** In this session the teacher will have a project review, rubrics of Skills and Content Knowledge, letters for parents, students' certificates, assessments, etc.

Project Software

Install the following software on workstation(s).

- Kid Pix Deluxe 4
- QuickTime 7.1.3 or earlier
- Adobe Reader (download at www.adobe.com)

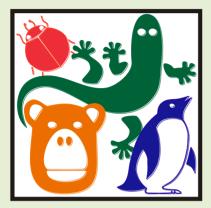
DREYFOUS & ASSOCIATES

Course Overview



Primary 2 Projects

Subject: TECHNOKids	Grade: 2-3
Course: Primary 2	
Project: TECHNOAnimal	Code: C983GE1U05L00 - C983GE1U05L07



Introduction to TECHNOAnimal

In this project, students create a multimedia report about animal. Using various resources, they gather facts about the diet, habitat, appearance, young, and threats of their selected animal. Afterwards, these facts are organized onto slides. Animation and transitions are applied to the slide show to create an interesting and informative presentation.

- **C983GE1U05L01-** In Session 1, students are introduced to the animal research project. To begin, they learn about the attributes of various classes of animals including mammals, reptiles, amphibians, birds, and insects. After this introduction, students watch a sample presentation about the polar bear. They examine the content to learn about what should be included in their animal research project. Using various research sources, students collect information about an animal of their choice. They gather facts about their class, habitat, appearance, food, young, and threats. This research includes the use of the Internet to find an image of the animal as an infant and a map of its home. Upon completion, students have enough resources to begin their presentation in the following session.
- **C983GE1U05L02** In Session 2, students draw their animal in its habitat. To prepare for this task they are introduced to the tools in Microsoft Paint. They then apply this knowledge to create their picture.
- **C983GE1U05L03-** In Session 3, students complete the first two slides of their slide show. Using Microsoft PowerPoint, students add text to the title slide and apply a theme to the presentation. Afterwards they insert a new slide and use it to describe the animal habitat. Students change the slide layout and add their saved map image.
- **C983GE1U05L04-** In Session 4, students continue to create their presentation. To begin they make a slide about appearance. It includes a description of the animal, as well as an explanation of how appearance helps the animal survive. Afterwards, the picture drawn in Session 2 is added to the slide. Students then insert a new slide. On it, they list what the animal eats. A clip art is then placed onto the slide of one of the food items.
- **C983GE1U05L05-** In Session 5, students add the final two slides to their presentation. To begin, they make a slide about the animal young. It includes facts and a picture of the baby. Afterwards another slide is created that explains any dangers that the animal may be facing and offers a solution to these threats.

• **C983GE1U05L06**- In Session 6, students put the "finishing touches" on their presentation. To begin they edit the spelling on each slide. Students then apply transition effects. Upon completion, the slide show is shared with their classmates.

Teacher Resources

- **C983GE1U05L00** The Teacher's Resources lesson includes all the materials needed to implement the **TECHNO**Kids project. The resources in this lesson are the project teacher guides, flash cards, letters for parents and students, etc.
- **C983GE1U05L07** In this session the teacher will have a project review, rubrics of Skills and Content Knowledge, letters for parents, students' certificates, assessments, etc.

Project Software

To complete the session activities it is necessary to install the following project software on each computer workstation to be used by a student.

- Microsoft Internet Explorer
- Microsoft Paint (Windows 7)
- Microsoft PowerPoint 2010
- Adobe Reader (install at <u>www.adobe.com</u>)

Subject: TECHNOKids	Grade: 2-3
Course: Primary 2	
Project: TECHNOArtist	Code: C983GE1U06L00 - C983GE1U06L07



Introduction to TECHNO Artist

In this project, students create digital art using Microsoft Paint. To awaken artistic inspiration students study famous artwork. They then use graphic art tools to paint like Picasso, create a landscape in the impressionist style, produce a geometric design that is a tribute to modern art, and draw a pet portrait.

- **C983GE1U06L01-** In session 1, students become artists. Using the computer, students create a painting by coloring in a black and white picture using Microsoft Paint. This activity builds on their mouse control skills as they select different colors and apply them to the picture using Fill with Color.
- **C983GE1U06L02-** In session 2, students learn more about colors. To begin, students study artwork created by the painter Pablo Picasso. They examine paintings from his Blue and Rose periods and discuss the various shades of color within each work. Students then create in the style of Picasso by producing artwork that is painted using shades of the same color.
- **C983GE1U06L03-** In session 3, students learn about pointillism and pixels. By looking at paintings such as Paul Signac's "The Dining Room" using Microsoft Paint, they can see the pixels of color used to create the masterpiece. The study of pixels helps them understand how small points of multiple shades of color can make an image. Then students use what they have learned to complete their own pointillism masterpiece.
- C983GE1U06L04- In session 4, students produce a beautiful landscape painting. To begin, students study artwork created by the master painters Claude Monet, Georges Seurat, and Paul Cezanne. They examine the artistic style and color usage of each work. Students then paint in this style by editing a landscape. They customize the Microsoft Paint color palette and then use the Airbrush to create an impressionistic style painting.
- **C983GE1U06L05-** In session 5, students produce modern artwork using geometric shapes as the subject matter. To begin, students examine artwork created by the painters Lionel LeMoine FitzGerald, Piet Mondrian, and Pablo Picasso. They discuss the types of shapes used within each painting. Students then paint in this style by creating their own modern art.
- **C983GE1U06L06** In session 6, students become painters of pet portraits. A portrait is a painting or photograph, which is an "exact likeness" of a person or pet in real life. Students pay a lasting tribute to their beloved pet by painting their portrait using the program Microsoft Paint.

- **C983GE1U06L00** The Teacher's Resources lesson includes all the materials needed to implement the **TECHNO**Kids project. The resources in this lesson are the project teacher guides, flash cards, letters for parents and students, etc.
- **C983GE1U06L07** In this session the teacher will have a project review, rubrics of Skills and Content Knowledge, letters for parents, students' certificates, assessments, etc.

- Microsoft Paint (part of Windows 7 operating system)
- Microsoft Word 2010
- Adobe Reader (download from www.adobe.com)

Subject: TECHNOKids	Grade: 2-3	
Course: Primary 2		
Project: TECHNO Author	Codes: C983GE1U07L00 - C983GE1U07L07	



Introduction to TECHNO Author

In this project, students write, illustrate, and edit fairy tales using Microsoft Word. The fun begins when students learn how to customize the appearance of text by formatting the words in The Frog Prince. Next, students learn how to illustrate the action in a story by inserting clip art into the picture area in Wags Finds a Home.

Afterwards, student practice their word processing skills by completing the fairy tale about a sad princess. Once students are familiar with the fairy tale genre, they create their own story. Will the character live happily ever after?

- **C983GE1U07L01-** In session 1, students edit the appearance of the fairy tale The Frog Prince. Students open the template into Microsoft Word and learn how to format the text. They change the font, font size, font style, underline style, and font effects. This knowledge is then used to customize the look of the words in the story.
- **C983GE1U07L02** In session 2, students illustrate the silly story, Wags Finds a Home. Students open the template into Microsoft Word and learn how to insert clip art to make a picture of a sad dog in the city. To create this scene students practice resizing clip art, positioning it inside the picture area, and then changing the object order. This knowledge is then used to create an illustration on the remaining pages.
- **C983GE1U07L03-** In session 3, students use a story starter to write about events that occur in the fairy tale about a sad princess. The beginning of the tale introduces the character. Students are left to write about the problem the princess faces and why it is causing her to feel so sad. The middle of the story states that the princess no longer wants to feel sad. Students must write about what the princess does to solve her problem. The fairy tale ends with the princess feeling happy. Once the story is finished, students apply their knowledge to illustrate each page using clip art.
- **C983GE1U07L04-** In session 4, students write their own fairy tale. To start, they organize their ideas using a storyboard. Afterwards, they open a template in Microsoft Word and use it to write their fairy tale. When the story is complete, students format the font to make the words look great.
- **C983GE1U07L05** In session 5, students illustrate their fairy tale. To start, students open their saved story. They apply a border to decorate the pages. Students then insert clip art into the picture area of each page to illustrate the events in the story.
- **C983GE1U07L06** In session 6, students publish their fairy tale. To begin, students edit the document for misspelled words and punctuation errors. Afterwards, they use a checklist to review the content of the story. Once confident that the fairy tale is free from errors, students print their story and share it with friends.

- **C983GE1U07L00** The Teacher's Resources lesson includes all the materials needed to implement the **TECHNO**Kids project. The resources in this lesson are the project teacher guides, flash cards, letters for parents and students, etc.
- **C983GE1U07L07** In this session the teacher will have a project review, rubrics of Skills and Content Knowledge, letters for parents, students' certificates, assessments, etc.

- Microsoft Office Word 2010
- Adobe Reader (install at www.adobe.com)

Subject: TECHNOKids	Grade: 2-3
Course: Primary 2	
Project: TECHNOCelebrate	Code: C983GE1U08L00 - C983GE1U08L07



Introduction to TECHNOCelebrate

In this project, students learn about celebrations and traditions from around the world. Using the Celebrate database, students gain an understanding of how various cultures celebrate. Afterwards, they select their own event and research this occasion. Students then make a picture illustrating the family tradition that makes this event special. Students enter the information into the database. Upon completion, students engage in a TechnoCelebration that includes festivities and fun!

- **C983GE1U08L01** In Session 1, students learn about celebrations from around the world. Using the Celebrate database, they view how various cultures celebrate events, traditions, and holidays. This activity introduces the purpose of a database and basic terminology. More importantly, it develops an appreciation for the range of celebrations around the world.
- **C983GE1U08L02** In Session 2, students search the Celebrate database to learn more about festivities around the world. Using the "filter-by-form" feature in Microsoft Access, students sort the celebrations according to various criteria such as symbols, food, music, or culture. This activity encourages students to recognize the similarities and differences among various celebrations.
- **C983GE1U08L03-** In Session 3, students research their favorite celebration. Using the Celebrate database, they search to find records about a particular holiday or event and record the facts.
- **C983GE1U08L04** In Session 4, students choose their favorite celebration. Using Microsoft Paint, they make a picture of the event to illustrate a family tradition that makes it special.
- **C983GE1U08L05** In Session 5, students report about their family traditions. To begin, they open the Celebrate database to a blank form. They insert the family tradition picture into the picture field and type a brief description explaining the image. Students then record facts about the event.
- **C983GE1U08L06-** In Session 6, students engage in a "TechnoCelebration". The festivities include viewing Our Family Traditions to share their celebrations and traditions.

- **C983GE1U08L00** The Teacher's Resources lesson includes all the materials needed to implement the **TECHNO**Kids project. The resources in this lesson are the project teacher guides, flash cards, letters for parents and students, etc.
- **C983GE1U08L07** In this session the teacher will have a project review, rubrics of Skills and Content Knowledge, letters for parents, students' certificates, assessments, etc.

Project Software

Install the following software on workstation(s).

- Microsoft Access 2010
- Microsoft Paint (part of Windows 7 operating system)
- Microsoft Word 2010
- Adobe Reader (download at www.adobe.com)

Subject: TECHNOKids	Grade: 2-3
Course: Primary 2	
Project: TECHNOFit	Code: C983GE1U13L00 - C983GE1U13L07



Introduction to TECHNOFit

In this project, students become members of the **TECHNO**Fit Club and take the "Be Fit Challenge". This challenge dares participants to eat right, be fit, and live well! To prepare for the task they learn about healthy eating and exercise. Afterwards they design a food guide and fitness poster. They then prepare for the upcoming Be Fit Challenge Event, which is a celebration that includes fun fitness activities and great tasting food. To plan for the event, students design a menu and send invitations.

With the event fast approaching, certificates are created for each participant of the Be Fit Challenge to recognize their efforts to be healthy. These are then handed out at the event.

- **C983GE1U13L01** In Session 1, students join the TechnoFit Club (TFC). The TFC's motto is "Eat Right, Be Fit, Live Well!" To become a member, students learn about being healthy by watching "The Be Fit Challenge" video. Once they are familiar with the importance of diet and exercise, they are awarded a membership card. This card includes their name, clip art, and other vital information that gains them admittance to this elite club.
- **C983GE1U13L02-** In Session 2, students learn about a balanced diet. To help TechnoFit Club members make healthy food choices they watch the video, Eat Right. Afterwards, they create a Be Fit Food Guide, which contains clip art of food items, organized under Food Group headings. This guide is a great way to help students make healthy food choices.
- **C983GE1U13L03-** In Session 3, students learn about the importance of exercise. To help TechnoFit Club members "be fit" they make a poster showing all the things they do to stay active. This poster is a great way to show others how to live healthy.
- **C983GE1U13L04-** In Session 4, students help to plan an upcoming event. The TechnoFit Club is hosting a "Be Fit Challenge Event." All TFC members will be there! Students must plan the kind of food people will eat. They create a healthy menu, being sure to include food from all the Food Groups.
- **C983GE1U13L05-** In Session 5, students create an invitation to invite TechnoFit Club members to come to the Be Fit Challenge Event. To start, they view a sample file to get ideas. Afterwards, they plan the content of their own invitation. Microsoft Publisher is then used to create a side-fold card.

• **C983GE1U13L06-** In Session 6, students take part in the Be Fit Challenge Event. All TechnoFit Club members who took part in the Be Fit Challenge are to be awarded at the event, a certificate in recognition of their efforts to eat right and be fit. To prepare, students make a certificate for themselves or another TechnoFit Club member using Microsoft Publisher. These awards are then handed out by the teacher to acknowledge student's healthy lifestyle choices.

Teacher Resources

- **C983GE1U13L00** The Teacher's Resources lesson includes all the materials needed to implement the **TECHNO**Kids project. The resources in this lesson are the project teacher guides, flash cards, letters for parents and students, etc.
- **C983GE1U13L07** In this session the teacher will have a project review, rubrics of Skills and Content Knowledge, letters for parents, students' certificates, assessments, etc.

Project Software

Install the following software on workstation(s).

- Microsoft Publisher 2010
- Microsoft Word 2010
- Adobe Reader (download at www.adobe.com)