11

Empowerment Technologies
First Quarter

LEARNING ACTIVITY SHEET

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Department of Education
REGION II – CAGAYAN VALLEY

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Learning Activity Sheet
Empowerment Technologies
Grade 11

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Note: Practice Personal Hygiene Protocols at all times.   i

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EMPOWERMENT TECHNOLOGIES

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LEARNING ACTIVITY SHEET

INTRODUCTION TO INFORMATION AND COMMUNICATION TECHNOLOGIES

BACKGROUND INFORMATION FOR LEARNERS

As the popular saying goes, "Love makes the world go round." But, before you start looking for someone to fall in love with, you could argue how the internet has made the world go round for decade. The internet has probably made your world go round. In this lesson, you will understand how Information and Communication Technologies have improved your lives in such a short period of time.

Information and Communication Technology (ICT) deals with the use of different communication technologies such as mobile phones, telephone, Internet, etc. to locate, save, send and edit information.

When we make a video, we use Internet. When we send a text or make a call, we use cellular networks. When we run out of load or battery, we use payphones which use a telephone network. Having a unified way to communicate is one of the goals of ICT. In terms of economics, ICT has saved companies a lot of resources (time and money) with the kind of communication technology they use, nowadays. In a similar way, we spend less because of ICT. As it normally costs us a peso to send a text message or SMS, with the Internet, we can send multiple message and only be charged by a fraction.

ICT in the Philippines

Philippines is dub as the ''ICT Hub of Asia" because of huge growth of ICT-related jobs, one of which is Business Process Outsourcing (BPO) or call centers.

ICT Department in the Philippines is responsible for the planning, development and promotion of the country's information and communications technology (ICT) agenda in support of national development.

In the data gathered by the annual survey of the Philippines Business and Industries, the then National Statistics Office (NSO) now Philippine Statistics Authority (PSA), in 2010, the ICT industry shares 19.3% of the total employment population here in the Philippines.

Note: Practice Personal Hygiene Protocols at all times

To add to these statistics, Time Magazine's "The Selfiest Cities around the World" of 2013 place two cities from the Philippines in the top 1 to 10 spots. The study was conducted using Instagram, a popular photo sharing application.

With these numbers, there is no doubt that the Philippines is one of the countries that benefits most out of ICT.

How many hours do you spend on the Internet per day? Can you live without the Internet for a week? How many aspects of your lives depend on the Internet? How many times have you complained about your Internet connection speed?

As teenagers, you are all exposed to many things powered by the Internet. Whether it is socializing, playing games, reading sports news, sopping, etc., the internet has given you one of the most powerful tools that yours parents, during their teenage years, did not have. Because of this, do you not think that it is also important to wield this powerful tool properly? Without proper training, a swordsman can easily injure himself when wielding a sword; the same could be said for you whenever you use the Internet.

LEARNING COMPETENCIES

1. Compare and contrast the nuances of varied online platforms, sites, and content to best achieve specific class objectives or address situational challenges
2. Apply online safety, security, ethics, and etiquette standards and practice in the use of ICTs as it would relate to their specific professional tracks
3. Use the Internet as a tool for credible research and information gathering to best achieve specific class objectives or address situational challenges **(Quarter 1, Week 1-2)**

DIRECTIONS

Let's Start!

Hello learner. Please sign the learning agreement before answering the different activities. **ENJOY!**

LEARNING CONTRACT

AGREEMENT: I hereby accept the responsibility to finish the activity package and submit it to my teacher (_____) on (_____).

_____   _____
  Name of Student over Printed Name   Date

Note: Practice Personal Hygiene Protocols at all times

LEARNING ACTIVITY 1 – STATIC OR DYNAMIC

Look for five websites and classify them as static or dynamic. Check the static column if it is static and dynamic column if it is dynamic.

Note:

Static Web Page – is known as a flat page or stationary age in the sense that the page is "as is" and cannot be manipulated by the user. The content is also the same for all users that is referred to as Web 1.0

Dynamic Web Pages – web 2.0 is the evolution of web 1.0 by adding dynamic web pages. The user is able to see website differently than others e.g. social networking sites, wikis, video sharing sites.

Website	Static	Dynamic

LEARNING ACTIVITY 2 – HOW SAFE ARE YOU?

Most of us use the Internet every day. Sometimes, we do not pay attention on how much information we share online. Below is a questionnaire about how much information you have shared so far. Put a **check (/) under Shared** or **Not Shared**

Type of Information	Shared	Not Shared
1. First name		
2. Last name		
3. Middle name		
4.Current and previous school(s)		
5.Your cellphone number		
6.The name of your mother and father		
7.The name of your siblings		
8.Your address		
9.Your home phone number		
10.Your birthday		

How many checks did you have for Shared? You probably answered Shared in the first two items. If that is the case, try using search engine like Google then type your first and last name. Did you get links to your profile page? Try switching to image search. Did your pictures appear? If you have a unique name, chances are, it did. Do not feel bad if it did not appear though; in fact, it is probably for your best interest not to have pictures of yourself in a search engine.

So how did these things happen? How can search engines locate you? Is there any danger of being found by search engines?

Note: Practice Personal Hygiene Protocols at all times

Online Safety and Security

The Internet, truly, is a powerful tool. It can be used to promote your business, gain new friends, stay in touch with the old ones. It is also a source of entertainment through games, online communities, and everything in between. But like most things in this world, there is always the "other side of the coin" the Internet is one of the most dangerous places, especially if you do not know what you are doing with it. But there is no need to worry; it is never late. By the end of this lesson, you are able to consider how you go about your use of the Internet.

Let us go back "How Safe Are You" Activity. Let us visit each item and see how risky it is to share them.

Type of Information	Risks
1.First name	There is a risk in sharing your first name. Chances are, a hacker may already know plenty of stuff about you even if you only give out your first name. Likewise, you cannot just walk in a room and start introducing yourself to everyone. You do not know whom you can come across with.
2.Last name	If sharing your first name is small risk, having both your first and last is more risky. You will be vulnerable to being searched for using search engines, which include image search. Matching a name with a face is a modus to several cybercrimes like identity theft.
3. Middle name	Sharing your middle name alone is probably not the most risky of these shared information, but sharing your full name would be.
4.Current and previous school(s)	Most people who steal identities study their subject. They can use this information for verification purposes
5.Your cellphone number	Your cellphone number should never be posted over the Internet. The Internet is a public place. It is the same as posting your number on a billboard. You would not want random strangers to text or call you, or worse, pretend that they are someone you lose your password.
6.The name of your mother and fath	Risky, yet not as risky as posting their full names, especially your mother's maiden name. In fact, you may have already encountered many websites that require your mother's maiden name as answer to a secret question whenever you lose your password.
7.The name of your siblings	Disclosing this is a huge risk. Strangers may pretend or use their identity to dupe you.

Note: Practice Personal Hygiene Protocols at all times

8.Your address	Hopefully, you answered "not shared" to this one. Giving the internet your number is one thing; giving them your address is a whole other level. It would be much easier for criminal to find you.
9.Your home phone number	This shared information is more risky than sharing your personal phone number. Scams usually use this information to deceive you, one of which is when a stranger pretends to know your parents or pretend to be you.
10.Your birthday	Letting people know your birthday is probably a must if you want to get as many gifts as possible. But having it in your profile makes you vulnerable to identity theft.

LEARNING ACTIVITY 3 – MY WEB PLATFORM

Perform what is indicated below.

1. Identify a problem in your community (e.g. littering, garbage disposal, blocked drainages, etc.)
2. Imagine that you are going to create a website to persuade both community leaders and members to solve this problem
3. Fill out the form below.

Community Problem:
_____
Vicinity:
_____
Campaign
Name_____
Type of Social Media Used:
_____
Website Used:
_____

What will be the content of your social media site?

_____

_____

_____

_____

_____

Note: Practice Personal Hygiene Protocols at all times

Why did you choose that type of social media?

_____

_____

_____

_____

_____

Why did you choose that website?

_____

_____

_____

_____

_____

LEARNING ACTIVITY 4 – MY MEDIA LIFE

Think about your life with media. First consider the questions below. Use your responses to help you finish the statement, **"My media life is like a..."** This statement is a simile, a literary device for comparing two unlike things. Answer the following questions and make a picture or drawing of the simile you created.

Guide Questions:

1. Are digital media a big part of your life? _____
2. What kind of impact do digital media have on you (a little, some, a lot)?
   _____
   _____
   _____
3. What are your favorite and least-favorite things to do with digital media?
   _____
   _____
4. Do you connect with others or create things with digital media? Finish this statement: My media life is like _____ because
   _____
   _____.

Note: Practice Personal Hygiene Protocols at all times

Illustrate your simile in the box below (or on a separate page of paper):

LEARNING ACTIVITY 5 – MY EXPLORATION

Perform what is indicated below.

1. Explore the content of the Networked World Readiness6 assessment via this link: http://cyber.law.harvard.edu/readinessguide/intro.html
2. Compare and contrast the implications of varied online platforms, sites and content; to best achieve specific needs, objectives; or to best address the challenges in the classroom or that of your community. Write down your insight in 300 words.

Note: Practice Personal Hygiene Protocols at all times

LEARNING ACTIVITY 6 – SKILL EXPLORATION

Visit a social networking site and look for the site's privacy policy. The link is typically found at the bottom of the page and sometimes labelled only as "Privacy". Write a summary on how the website handles both your private and public information.

RUBRIC FOR SCORING

Activity 4

	Excellent 5	**Very Good 4**	**Average 3**	**Needs Improvement 2**
Message	Key issue and cartoonist's position are clearly identifiable.	Key issue and cartoonist's position are identifiable.	Key issue is identifiable; cartoonist's position may be unclear.	Key issue and cartoonist's position are unclear.
Visual Presentation and Creativity	Cartoon is neat and clear; color and creative graphics are used exceptionally well; captions are readable.	Cartoon is neat and clean; color and creative graphics are used; captions are readable.	Cartoon is somewhat neat; some color and creative graphics are used; captions are included.	Cartoon is messy; color and graphics are lacking; captions are omitted or unreadable.
Content	Cartoon clearly conveys an understanding of the issue; excellent use of appropriate symbolism; title is clear, clever, and relevant to topic.	Cartoon conveys understanding of the issue; uses appropriate symbolism; title is clear and relevant to topic.	Cartoon conveys a limited understanding of the issue; attempts to use symbolism; title is unclear or irrelevant to topic.	Cartoon conveys little or no understanding of the issue; does not use symbolism; title is missing.

Note: Practice Personal Hygiene Protocols at all times

Other Activities

	Excellent 5	Very Good 4	Average 3	Needs Improvement 2
Ideas	This paper is clear and focused. It holds the reader's attention. Relevant details and quotes enrich the central theme.	This paper is mostly focused, and has some good details and quotes.	The writer is beginning to define the topic, even though development is still basic or general.	Topic is not well-defined and/or there are too many topics.
Organization	The organization enhances and showcases the central idea or theme. The order, structure of information is compelling and moves the reader through the text.	Paper (and paragraphs) are mostly organized, in order, and makes sense to the reader.	The organizational structure is strong enough to move the reader through the text without too much confusion.	Sentences within paragraphs make sense, but the order of paragraphs does not.
Sentence Fluency	The writing has an easy flow, rhythm, and cadence. Sentences are well built, with strong and varied structure that invites expressive oral reading.	The writing mostly flows, and usually invites oral reading.	The text hums along with a steady beat, but tends to be more businesslike than musical, more mechanical than fluid.	The text seems choppy and is not easy to read orally.

Note: Practice Personal Hygiene Protocols at all times

REFLECTION

- I learned that _____
  _____
  _____
  _____

- I enjoyed most on _____
  _____
  _____
  _____

- I want to learn more _____
  _____
  _____
  _____

REFERENCES:

BOOK:

Empowerment Technologies Student Reader. First Edition 2016

Rex Book Store, Inc. and Innovative Training Works, Inc. at 856 Nicanor Reyes Sr. St., Sampaloc, Manila, Philippines: First Edition 2016

WEBSITES:

https://ictcom444251764.wordpress.com/2018/03/31/empowerment-technologies-lessons-1-15/

http://novasexy1.blogspot.com/2017/03/ict-informationand-communication-it.html

ANSWER KEY

Activity 1 – 6 (Answers/Outputs may vary)

Prepared by:

GILBERT C. BELLO
Writer

Note: Practice Personal Hygiene Protocols at all times

EMPOWERMENT TECHNOLOGIES

Name: _____   Grade Level: _____

Section: _____   Date: _____

LEARNING ACTIVITY SHEET

APPLIED PRODUCTIVITY TOOLS WITH ADVANCED APPLICATION TECHNIQUES

BACKGROUND INFORMATION FOR LEARNERS

The prescribed tools and techniques are listed below in the context of situational use-cases along with the respective resources:

Tools/Techniques	Use Case	Related Reference
Mail merge and label generation	Mass email or printed letters	https://wiki.documentfoundation.org/images/3/3c/WG4211usingMailMerge.pdf https://goo.gl/OUy1ct
Custom animations and timing	Custom animations and timing	https://help.libreoffice.org/Impress/Animating_Objects_in_Presentation_Slides https://goo.gl/H8hlQy
Hyperlinking in presentations	Optimizes use of related content and references. Applies to Word/Write documents too.	https://help.libreoffice.org/Writer/Inserting_a_Calc_Chart_into_a_Text_Document https://goo.gl/XX5dM0
Integrating images and external material in word processors	Enriches textual content. Also useful in presentation slides and sometimes in spreadsheets	https://help.libreoffice.org/Writer/Inserting_Graphics_From_Draw_or_Impress https://goo.gl/K4nV83
Embedded files and data	Seamlessly integrates related files	https://help.libreoffice.org/Impress/Insert_Slides_Objects https://goo.gl/G9lNIe

Note: Practice Personal Hygiene Protocols at all times

The following are key glossary of terms and links to related tools and techniques for advanced users of productivity applications.

1. Mail merging means to plug data from an address table into form letters, e-mail messages, envelopes, address labels, or a directory (Example: a parent list or product catalog, for example).

2. Hyperlinks - "Hyperlinks are objects inside an electronic document that include the location of another object. Hyperlinks use the hypertext transfer protocol, the same protocol that drives connections on the World Wide Web, to electronically point users to documents and files stored in another location. When a user clicks on a hyperlink, the computer uses the information in the link to locate and load the external resource."

3. Free and Proprietary Software | Feature Comparison: LibreOffice - Microsoft Office

The following are sample publicity materials, the corresponding use-cases, and related resources

Publicity Materials	Use Case	Related Reference
1. Poster	Announcements or flyers	http://www.gimp.org/tutorials/GIMP_Quickies/30 https://docs.gimp.org/en/gimp-template-dialog.html
2. Logo	For design of stationery, e.g. business card	http://www.wikihow.com/Make-Business-Cards-with-GIMP
3. Labels	To help organize office supplies or collection of materials or for return address in envelopes	http://registry.gimp.org/node/132
4. Info graphic	Visualizing combination of data and narratives	http://www.grtuts.com/djourney/the-orangutan-infographic-project

Graphic Editing Tools

1. Canva.com - An online tool that allows users to create designs for Web or print: blog graphics, presentations, Facebook covers, flyers, posters, invitations, etc.

2. GIMP (/gɪmp/; an acronym for GNU Image Manipulation Program) is a free and open-source raster graphics editor used for image retouching and editing, free-form drawing, resizing, cropping, photo-montages, converting between different image formats, and more specialized tasks.

Note: Practice Personal Hygiene Protocols at all times

3. Piktochart - info graphic design application "that requires very little effort to produce beautiful, high quality graphics."

LEARNING COMPETENCY

1. Uses common productivity tools effectively by maximizing advanced application techniques.
2. Creates an original or derivative ICT content to effectively communicate or present data or information related to specific professional tracks
3. Evaluate existing websites and online resources based on the principles of layout, graphic, and visual message design
4. Use image manipulation techniques on existing images to change or enhance their current state to communicate a message for a specific purpose
5. Create an original or derivative ICT content to effectively communicate a visual message in an online environment related to specific professional tracks
    (Quarter 1, Week 3-4)

DIRECTIONS

Let's Start!

Hello learner. Please sign the learning agreement before answering the different activities. **ENJOY!**

LEARNING CONTRACT
AGREEMENT: I hereby accept the responsibility to finish the activity package and submit it to my teacher (_____) on (_____).   _____   _____   Name of Student over Printed Name   Date

LEARNING ACTIVITY 1 – MY CATALOGUE

Collate images available from your home and other immediate environments to feature works in the community. Using advanced techniques in Prezi, PowerPoint, or other presentation tools, make a layout for a catalogue of these images. Send your output to your teacher's FB account or Email Address. Answer the guide questions below after doing the catalogue.

Note: Practice Personal Hygiene Protocols at all times

Guide Questions:

1. What images or artifacts are available in your immediate surroundings? Where can you find these images or artifacts?

    _____
    _____
    _____
    _____
    _____

2. In what way would you present your catalogue?

    _____
    _____
    _____
    _____
    _____

LEARNING ACTIVITY 2 – INTEGRATING IMAGES & EXTERNAL MATERIALS

Perform what is indicated below. Answer the guide questions after.

1. Recreate your flowchart on how mail merge works using Microsoft Word by inserting a series of shapes on your document.
2. Find out what a text box is and how it is used
3. Create a screenshot of the Microsoft Word Screen and put a label on each part of the screen.
4. Take some pictures of yourself (Selfie) using digital camera or cell phone. Transfer the pictures to your computer and create a collage of your pictures using Microsoft Word.
5. Refer to the rubric below to see how you will be graded in this activity
6. Send your output to your teacher's FB account or Email Address.

Guide Questions:

1. What are some ways you can use to acquire images that can be inserted in a Microsoft Word?

    _____
    _____
    _____
    _____
    _____

Note: Practice Personal Hygiene Protocols at all times

2. Describe the steps on how you are able to transfer your pictures to your computer.

_____
_____
_____
_____
_____

LEARNING ACTIVITY 3 – THE DESIGN MEDIA

Perform what is indicated below. Answer the guide questions after.

1. Select a mission statement from a reputable organization that is relevant to the academic track. One example is the mission statement of the Department of Education:
2. Based on the mission statement, come up with a slogan, message, or call to action that will be subjected to design media.
3. Refer to the rubric below to see how you will be graded in this activity
4. Send your output to your teacher's FB account or Email Address.

Guide Questions:

1. What does the organization want to communicate based on the mission statement? What does the organization want to achieve? How is this relevant to the academic track?

_____
_____
_____
_____
_____
_____

2. After you have crafted your slogan, message, or call to action, design how you can put it in an online tool, platform, or application. What is the best way of communicating your message to your target audience?

_____
_____
_____
_____
_____

Note: Practice Personal Hygiene Protocols at all times

RUBRIC FOR SCORING

Category	Exemplary 5	Accomplished 4	Developing 3	Beginning 2	Score
Skills	All skills in Microsoft Word Processing are applied	Most skills in Microsoft Word Processing are applied	Some skills in Microsoft Word Processing are applied	Few or No skills in Microsoft Word Processing are applied	
Content	The output exceeds the expectations.	The output is complete	The output is somewhat complete	The output is incomplete	
Correctness	The output is free from errors	The output contains minimal errors	The output has several errors	The output contains many errors	
Efficiency	The student was able to finish the task in the most effective way without wasting time and effort	The student was able to finish the task in the projected amount of time	The student able to complete the task but used methods that consumed more time or resource	The student used the least efficient method in finishing task	

REFLECTION

- I learned that _____
_____
_____

- I enjoyed most on _____
_____
_____

- I want to learn more _____
_____
_____

Note: Practice Personal Hygiene Protocols at all times

REFERENCES:

BOOK:

Empowerment Technologies Student Reader. First Edition 2016

Rex Book Store, Inc. and Innovative Training Works, Inc. at 856 Nicanor Reyes Sr. St., Sampaloc, Manila, Philippines: First Edition 2016

WEBSITES:

https://ictcom444251764.wordpress.com/2018/03/31/empowerment-technologies-lessons-1-15/

http://novasexy1.blogspot.com/2017/03/ict-informationand-communication-it.html

ANSWER KEY:

Activity 1-3 (Answers/Outputs may vary)

Prepared by:

GILBERT C. BELLO
ROGER ARIOLA
Writers

Note: Practice Personal Hygiene Protocols at all times

EMPOWERMENT TECHNOLOGIES

Name: _____   Grade Level: _____

Section: _____   Date: _____

LEARNING ACTIVITY SHEET

ONLINE PLATFORMS AS TOOLS FOR ICT CONTENT DEVELOPMENT

BACKGROUND INFORMATION FOR LEARNERS

An **online platform** is a base of technologies designed to run within an online environment and provides interactive online services. Online platform is a specially developed platform using Internet technology. Online platforms have revolutionized access to any information. In our daily life today, we used Internet in doing such things and in our learning purposes. On line platforms currently include, but are not limited to:

- Presentation or Visualization
- Cloud Computing
- Social Media
- File Management
- Mapping
- Web Page Creation

LEARNING COMPETENCY

- ✓ Evaluate existing online creation tools, platforms and applications in developing ICT content for specific professional tracks
- ✓ Apply web design principles and elements using online creation tools, platforms, and applications to communicate a message for a specific purpose in specific professional tracks
- ✓ Create an original or derivative ICT content using online creation tools, platforms, and applications to effectively communicate messages related to specific professional track
  (Quarter 1, Week 5-6)

Note: Practice Personal Hygiene Protocols at all times

DIRECTIONS

Let's Start!

Hello learner. Please sign the learning agreement before answering the different activities. **ENJOY!**

LEARNING ACTIVITY 1 – LEARN FROM THE PICT

Below are the application software used by netizens. Write the name of the application software in the table below.

"Learn from the Pict" answer sheet				

Note: Practice Personal Hygiene Protocols at all times

Now that you have identified the application software, I want you to know more about it. Categorize the software applications according to its purpose and service. Write your answers on the table provided below.

Presentation or Visualization	Cloud Computing	Social Media	File Management	Mapping

Note: Practice Personal Hygiene Protocols at all times

LEARNING ACTIVITY 2 – PREZI

Welcome to your next activity. For this activity, internet connection is needed. Prepare your personal computer/laptop/smartphones. You can choose which online platform that suits your track. Register your free Prezi Basic license in just few easy steps. Get started with Prezi now by going to the Prezi Basic signup page.

To Get Started:

Go to "prezi.com"
Click "Log in"
Click "Sign Up"
Click "Public (free)"

Starting a New Prezi

Click on New Prezi

Select a Template or choose "Start Blank Prezi"

Add Text, Pictures, and Video

You can simply click to add text

To Add Pictures and Videos, just click "Insert" in the top center of the screen.

Video: Getting Started with Prezi

GET STARTED IN PREZI

Note: Write down your email and password, you will need it later!

Note: Practice Personal Hygiene Protocols at all times

LEARNING ACTIVITY 3 – SKETCHUP
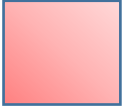
SketchUp Pro has a number of features that access the internet for full functionality, these features require a Trimble ID login which you'll need to create. Once you've created a Trimble ID, you'll still need to sign in to activate the features. To create your Trimble ID, if you haven't already, be sure to read our article "Creating a Trimble ID" and follow the steps there

1. Click the Profile icon in the top right corner of the document window and choose "Sign In".
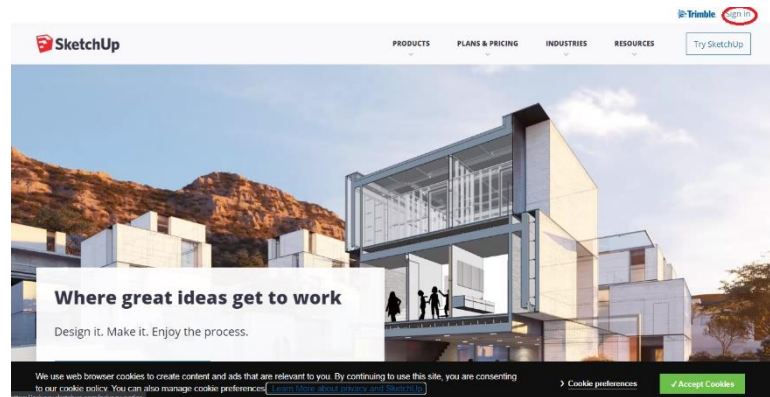
2. This will open a new tab in your default browser to let you sign in, you'll have two options; Sign in with your email address, or sign in with Google.
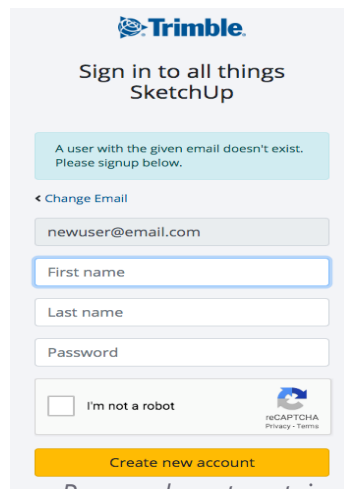
3. Enter your desired email address and click "Next", if you've already created a Trimble ID with this email address then you can skip to step 7, otherwise continue to step 4.

Note: Practice Personal Hygiene Protocols at all times

4. If you're entered an email address that isn't tied to a Trimble ID then you'll be prompted for additional information;
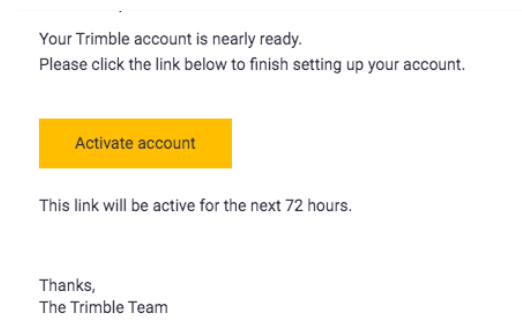
Password must contain:
-8 Characters
-A digit [0-9]
-A combination of lower & uppercase letters [aA-zZ]
-A special character [!@#$%&*^_-+]
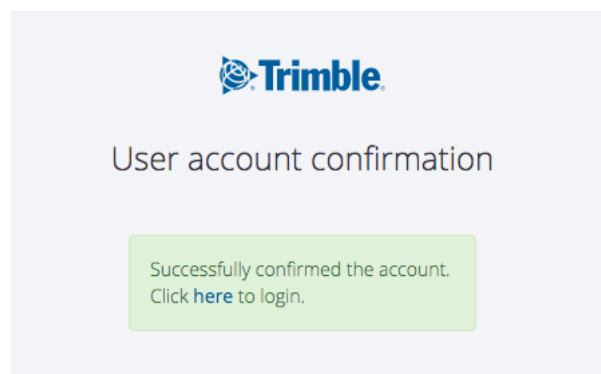
5. After entering the required fields you'll be sent an email to activate the account.

6. Activating the account will then give you the option to Sign In.

Note: Practice Personal Hygiene Protocols at all times

7. Upon entering your password, or after activating your new account you'll see confirmation that you've signed in and may return to using SketchUp, now with the web features accessible.
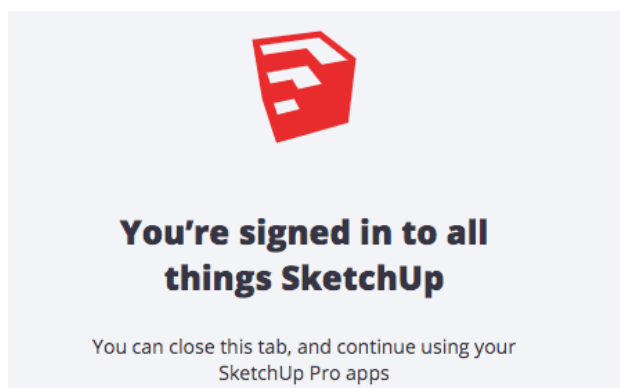
Note: Write down your email and password, you will need it later!

Now that you have your basic account in prezi you may create your online presentation. Save your output and send it to your teachers email address.

REFLECTION

- I learned that _____
  _____
  _____
  _____

- I enjoyed most on _____
  _____
  _____
  _____

- I want to learn more _____
  _____
  _____
  _____

Note: Practice Personal Hygiene Protocols at all times

REFERENCES:

WEBSITES:

https://www.stewartslaw.com/wp-content/uploads/2019/03/digital-logos.jpg

https://prezi.com/kd5tlxznexpq/prezi-create-online-presentations-for-free/

https://help.sketchup.com/en/how-sign-sketchup-pro-web-features#:~:text=Click%20the%20Profile%20icon%20in,or%20sign%20in%20with%20Google.

https://erikseanblog.wordpress.com/2017/08/21/online-platforms-for-ict-content-development/

ANSWER KEY:

Activity 1

Facebook	Youtube	Wechat	Google	Google play	Twitter
Instagram	Uber	LinkedIn	Tiktok	WhatsApp	Ebay
Dropbox	Evernote	Blogger	Apple	Tumblr	Skype
Pinterest	Viber	Amazon	Wordpress	Feedburner	android

Activity 2-3 (Outputs may vary)

Prepared by:

JOBAL P. ROLDAN
Writer

Note: Practice Personal Hygiene Protocols at all times

EMPOWERMENT TECHNOLOGIES

Name: _____   Grade Level: _____

Section: _____   Date: _____

LEARNING ACTIVITY SHEET

ONLINE COLLABORATIVE TOOLS

BACKGROUND INFORMATION FOR

Working together does not necessarily mean you have to be physically together. These tools can help your group "go the distance" and work as if you already have your own office.

Online collaborative tools that may be used currently include, but are not limited to:

- **Google Docs/ MS Office 365**- Online allow multiple people to work on different office files and even have their own group's cloud storage.
- **Prezi**- is a presentation tool that can be used as an alternative to traditional slide making programs such as PowerPoint.
- **Google Chat/ Hangouts/Google Meet; Skype/ Viber/ Kakao Talk/ WeChat/ Line/Google Meet**
- **Microsoft's Yammer** -offers companies to have their own social network that allows sharing and managing content.
- **Trello** - offer an online to-do checklist for your entire team.
- **Learning Management System (Edmodo, Canva, Moodle, Google Classroom and others)-** enables teachers to share content, distribute quizzes, assignments, and manage communication with students, colleagues, and parents.

Platforms that may be currently used to host newsletters and similar ICT content include but are not limited to:

- **Presentation/ Visualization** - Presentation technology are tools used to assist in conveying information during a presentation. When a speaker is verbally addressing an audience it is often necessary to use supplementary equipment and media to clarify the point. If the audience is large or the speaker is soft-spoken, a public address system may be employed. (Prezi, Zoho, Slideshare, Mindmeister);
- **Cloud Computing** - uses a network of remote servers hosted on the Internet to store, manage, and process data, rather than a local server or a personal computer. (Google Apps); -

Note: Practice Personal Hygiene Protocols at all times

- **Social Media**- websites and applications that enable users to create and share content or to participate in social networking (Facebook Pages, Tumblr); -
- **Web Page Creation**- (Wix, Weebly, GoogleSites); and
- **Blog Sites** – (shortening of "weblog") is an online journal or informational **website** displaying information in the reverse chronological order, with the latest posts appearing first. It is a platform where a writer or even a group of writers share their views on an individual subject. (Blogger, Wordpress, Livejournal, Issuu).

LEARNING COMPETENCY

1. Evaluate the quality, value, and appropriateness of peer's existing or previously developed ICT content in relation to the theme or intended audience/ viewer of an ICT project. **(Quarter 1, Week 7)**

DIRECTIONS

Let's Start!

Hello learner. Please sign the learning agreement before answering the different activities. **ENJOY!**

LEARNING CONTRACT

AGREEMENT: I hereby accept the responsibility to finish the activity package and submit it to my teacher (_____) on (_____).
_____   _____
Name of Student over Printed Name   Date

Note: Practice Personal Hygiene Protocols at all times

LEARNING ACTIVITY 1 – WEBSITE looks Familiar

Identify the screens shots of the following collaborative websites that are shown in the table.
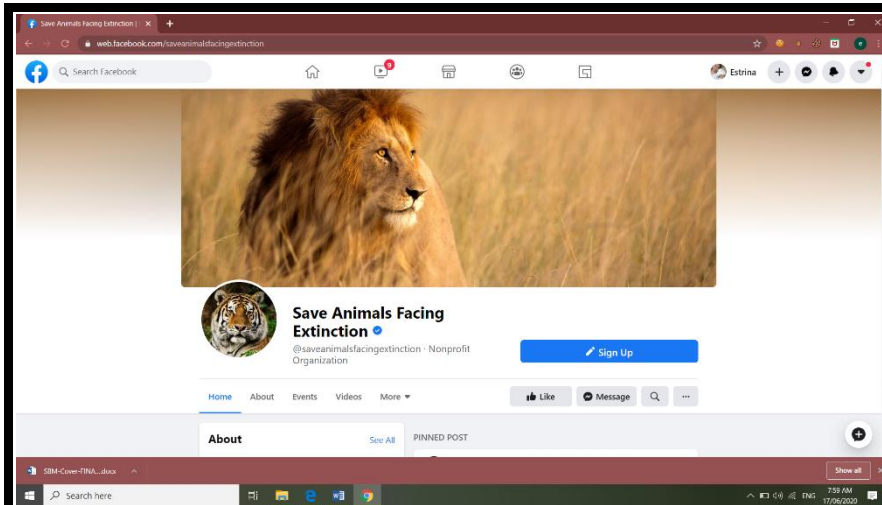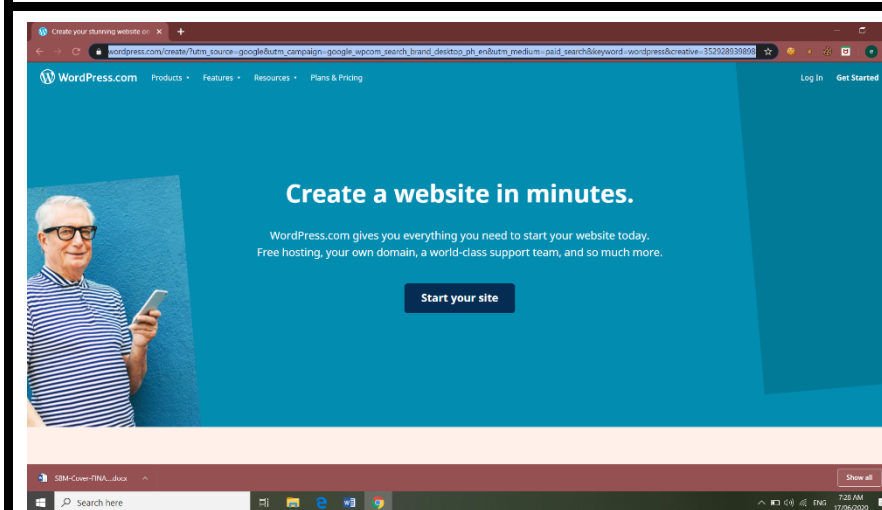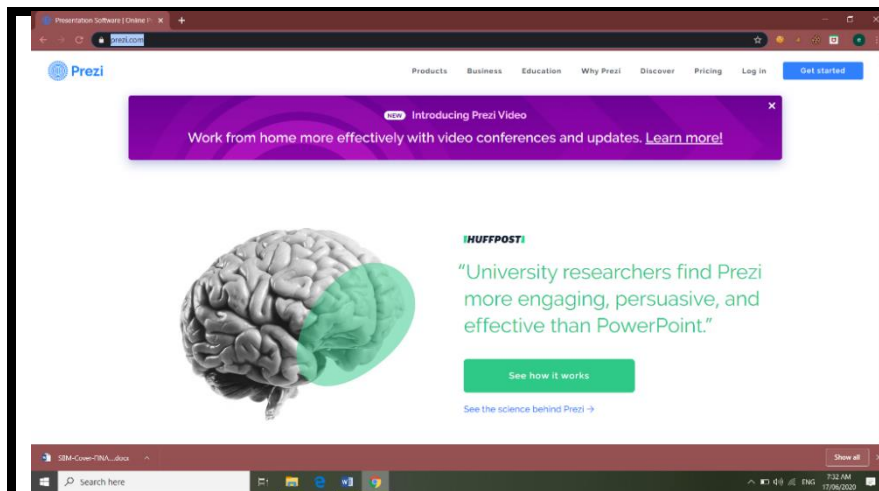
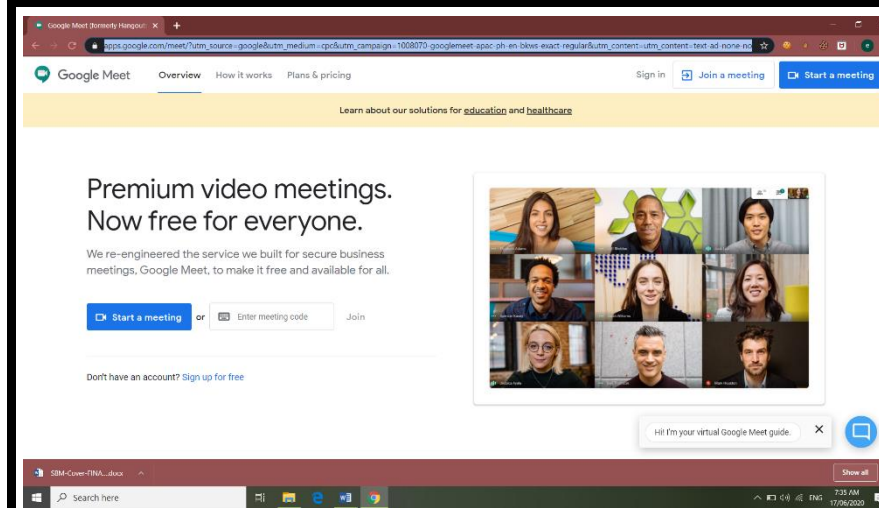|	Answer: _____
	Answer: _____
	Answer: _____
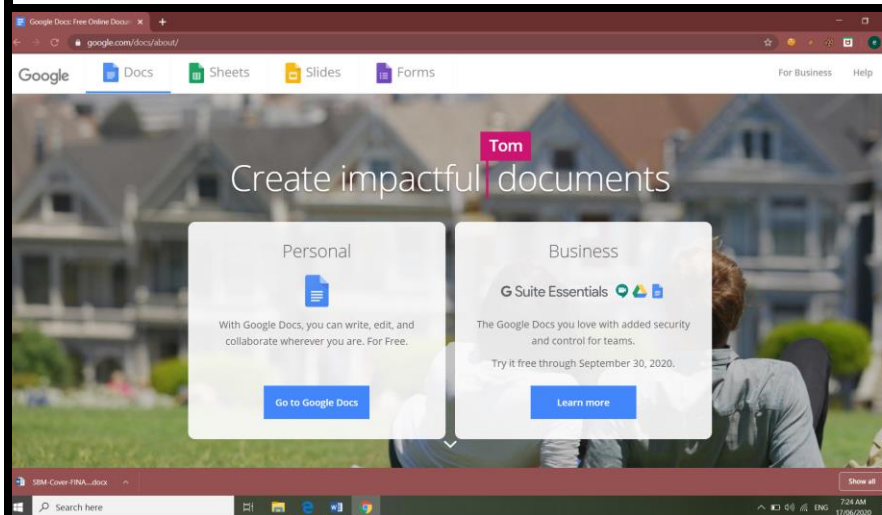
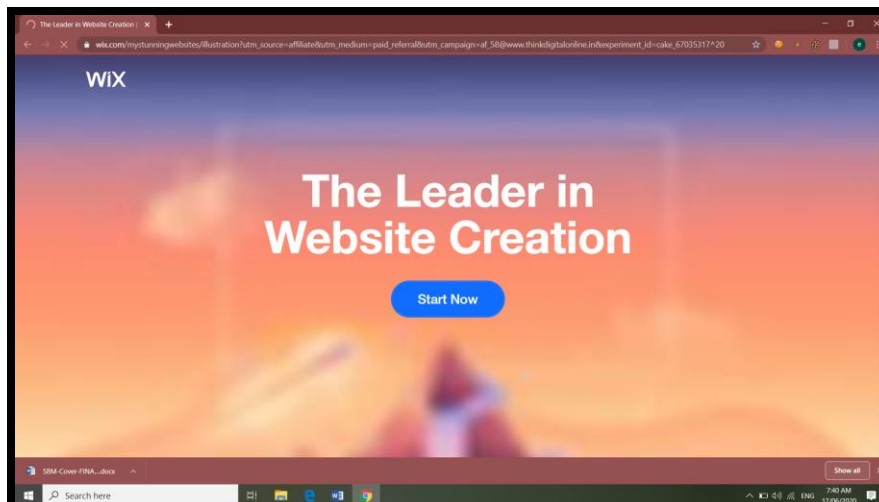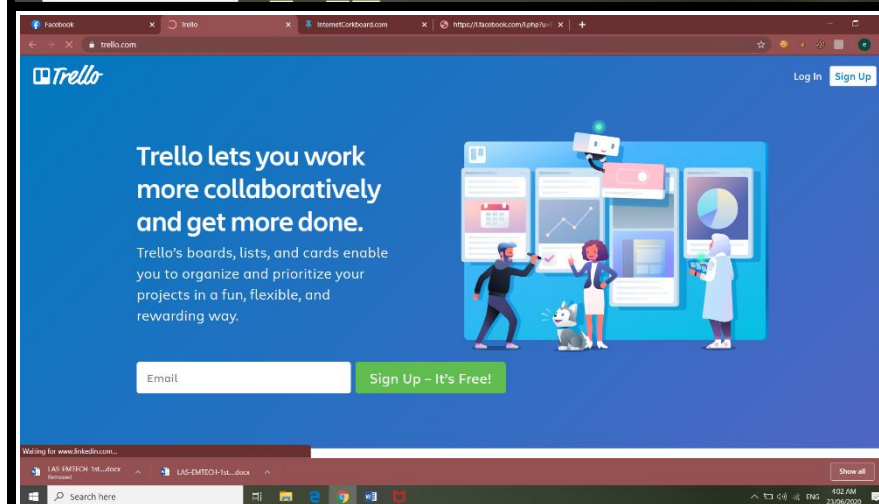Note: Practice Personal Hygiene Protocols at all times
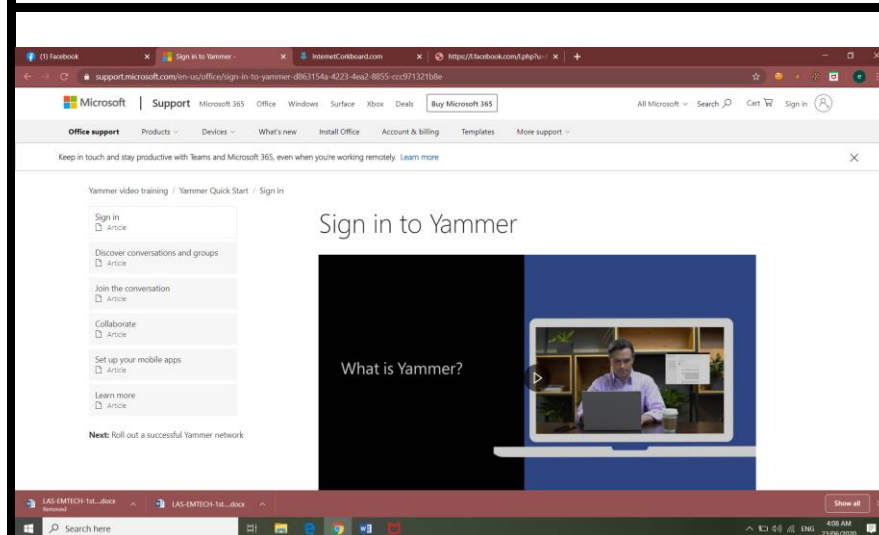
Answer:

_____

Answer

_____

Answer:

_____

Note: Practice Personal Hygiene Protocols at all times

	Answer: _____
	Answer: _____
	Answer: _____

Note: Practice Personal Hygiene Protocols at all times
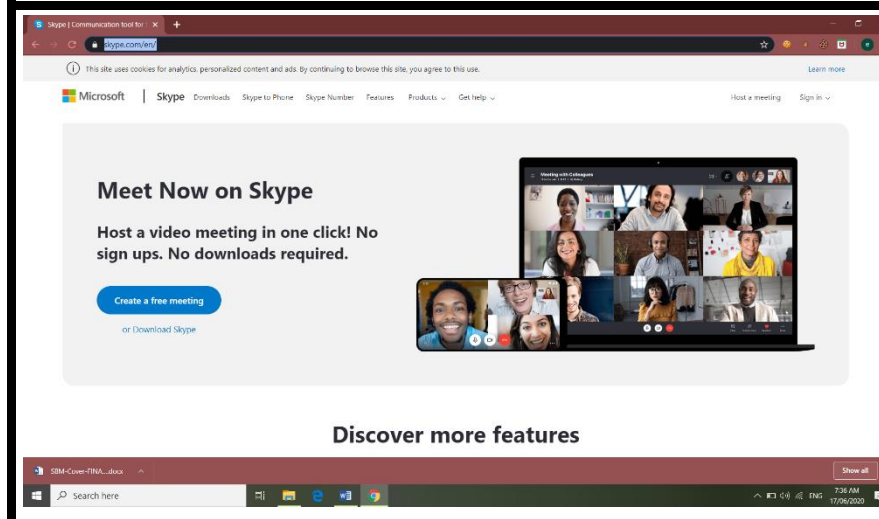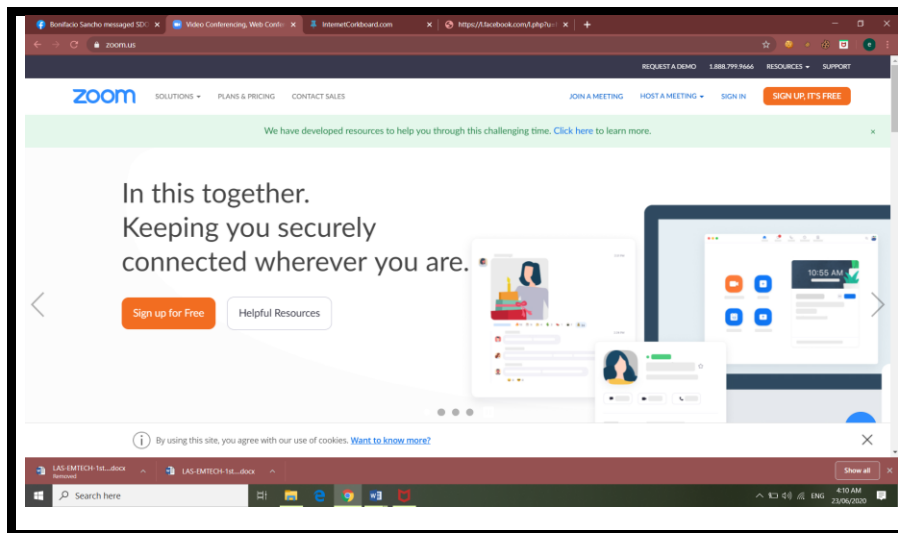
Answer:

_____

LEARNING ACTIVITY 2 – LET'S VISIT!

Using different online collaborative platforms is very essential especially when doing a group work based on the group needs. Visit, revisit and explore 3 online collaborative platforms that you are already familiar with or you may explore new platforms as well. In the boxes below, list down the features of the websites or tool that you have experienced during your exploration. You may write as many as you can. Enjoy your visit!

Note: Record personal activity by using screencast software (e.g Screen-O-Matic, Camtasia) in 3-5 minutes while visiting the platform. Upload your video in www.youtube.com and send me privately the link via messenger.

Note: Practice Personal Hygiene Protocols at all times

LEARNING ACTIVITY 3 – WEB/BLOG CREATION

Create website/blogsite in any platform that you prefer to work with. Your content may include, but are not limited to:

1. Fashion
2. Food
3. Travel
4. Music
5. Lifestyle
6. Fitness
7. DIY (Do-it-Yourself)
8. Sports
9. Others

Note: (Add different multimedia content to make it more appealing)

Send the link of your website/blogsite to your teacher.

LEARNING ACTIVITY 4 – Let's Check Yours!

Visit five of your classmate's blog and rate them individually using the rubrics. Send thru private message the result of your assessment to the teacher. (*Note: Teacher will assign the sites you will be rating.*) Your score will be computed by average of the total scores from the five visitors.

Note: Practice Personal Hygiene Protocols at all times

RUBRIC FOR SCORING

Rubric for a Designed Website/ Blog

Category	10	9-8	7-6	5-1	Total
Content 10 points	• Covers topic indepth with details and examples • Subject knowledge is excellent • Incorporated at least 5 different multimedia contents	• Includes essential knowledge about the topic • Subject knowledge appears to be good. • Incorporated at least 3 different multimedia contents	• Includes essential information about the topic, but there are 12 factual errors • Incorporated at least 2 different multimedia contents	• Content minimal, or there are several factual errors • Incorporated at 1 multimedia content.	
Category	5	4-3	2	1	Total
Organization 5 points	Content is well organized, using headings or bulleted lists to group related material	Content uses headings or bulleted lists to organize, but the overall organization of topics appears flawed	Content is logically organized for the most part	No clear or logical organizational structure	
Category	10	9-8	7-6	5-1	Total
Attractiveness 10 points	Makes excellent use of font, color, graphics, and effects to enhance the presentation	Makes good use of font, color, graphics, and effects to enhance the presentation	Makes use of font, color, graphics, and effects, but occasionally these detract the presentation content	Makes use of font, color, graphics, and effects, but these often distract from the presentation content	
Category	10	9-8	7-6	5-1	Total
Accuracy 10 points	No misspellings	Three fewer misspellings	Four misspelling	More than four errors	

Note: Practice Personal Hygiene Protocols at all times

	or grammatical errors, no HTML errors in wiki like broken links, and missing images	and/or mechanical errors, no more than two HTML errors in the student's contribution to the wiki	s and/or grammatical errors, no more than four HTML errors in the student's contribution to the wiki	in spelling or grammar, five or more HTML error in the student's contributio n to the wiki.	

- I learned that _____
  _____
  _____
  _____

- I enjoyed most on _____
  _____
  _____
  _____

- I want to learn more _____
  _____
  _____
  _____

REFERENCES:

BOOKS:

Reader, S. (2017). *Empowerment Technologies*.

Track, A. (n.d.). *Empowerment Technologies for the Academic Track*.

WEBSITES:

https://ph.yahoo.com/?p=us
www.facebook.com
https://www.google.com/docs/about/
https://wordpress.com/create/?utm_source=google&utm_campaign=google_wpcom_search_brand_desktop_ph_en&utm_medium=paid_search&keyword=wordpress&creative=352928939898&campaignid=654740768&adgroupid=49966919462&matchtype=e&device=c&network=g&targetid=kwd-313411415&gclid=CjwKCAjw_qb3BRAVEiwAvwq6VIIlc_m9KlOKLjPxc7oufH1v3dY2icTcPA3L9KHrsv7SrmtTwAZEXBoCox8QAvD_BwE&gclsrc=aw.ds
https://www.slideshare.net/Mielle_li/presentationvisualization#:~:text=Presentation%2FVisualization,media%20to%20clarify%20the%20point.
https://prezi.com/
https://www.skype.com/en/
https://apps.google.com/meet/?utm_source=google&utm_medium=cpc&utm_campaign=1008070-googlemeet-apac-ph-en-bkws-exact-regular&utm_content=utm_content=text-ad-none-none-DEV_c-

Note: Practice Personal Hygiene Protocols at all times

CRE_435174350810-
ADGP_Hybrid+%7C+AW+SEM+%7C+BKWS+~+EXA+%7C+Meet+%7C+%5
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313892906-userloc_1011184-
network_g&utm_term=KW_google%20chat&gclid=CjwKCAjw_qb3BRAVEiwA
vwq6VnkmzA7beu8cuF9o4fbqrej0uwk3_Vo3dwb6PqXcel_KRaRVACIYQBoC
SVIQAvD_BwE&gclsrc=aw.ds
https://www.wix.com/mystunningwebsites/illustration?utm_source=affiliate&utm_med
ium=paid_referral&utm_campaign=af_58@www.thinkdigitalonline.in&experim
ent_id=cake_67035317^20
www.google.com
www.wikipedia.com

☑ ANSWER KEY:

Activity 1 – WEBSITE looks Familiar

1. Facebook
2. Google Docs
3. Wordpress
4. Prezi
5. Google Meet
6. Skype
7. Wix
8. Trello
9. Microsoft Yammer
10. Zoom

Activity 2 – Let's Visit! Answers may vary

Activity 3 – Web/Blog Creation (Depends on submitted output)

Activity 4 – Let's Check Yours! (Depends on submitted output)

Prepared by:

ESTRINA B. MIGUEL
Writer

Note: Practice Personal Hygiene Protocols at all times

EMPOWERMENT TECHNOLOGIES

Name: _____   Grade Level: _____

Section: _____   Date: _____

LEARNING ACTIVITY SHEET

COLLABORATIVE DEVELOPMENT OF ICT CONTENTS

BACKGROUND INFORMATION FOR LEARNERS

Collaboration works together to achieve a goal. Online communication in an online environment enables people to create information, reflection, review/change and make changes accessible to others.

Project Management for ICT Content

Content Management Systems (CMS) is a computer software framework that facilitates the development and modification of digital content by using a standard user interface. Some CMS are based on separate frameworks such as Java, Microsoft ASP.NET, PHP, MySQL, Javascript and Perl.

Team Structure and Dynamics for ICT Content

Since they are placed in various areas using teamwork tools, a team of authors, editors, designers, and team managers can cooperate. Writers and designers can easily receive feedback and accept the content on which they work.

Curating Existing Content for Use on the Web

Content curation means the collection of information or content from various sources, including such blogs, news, images, audio or videos, relevant to a particular topic or area of concern.

Newsletter a regularly distributed publication that is generally a major topic of interest to its subscribers. Newspapers and leaflets are types of newsletters, but today the newsletter can be hosted on different online platforms as follows:

1. Presentation/Visualization (e.g. Prezi, Mindmeister)
2. Cloud Computing (e.g. Google Drive, Dropbox)
3. Social Media (e.g. Facebook Pages, Tumblr)
4. Web Page (e.g. Wix, Weebly)
5. Blog Sites (e.g. Blogger, WordPress)

Note: Practice Personal Hygiene Protocols at all times

LEARNING COMPETENCY

Share and showcase existing or previously developed material in the form of a collaboratively designed newsletter or blog site intended for a specific audience or viewer. **(Quarter 1, Week 8)**

DIRECTIONS

Let's Start!

Hello learner. Please sign the learning agreement before answering the different activities. **ENJOY!**

LEARNING ACTIVITY 1 – Classify Me!

Categorize/classify the following platforms based on their usage. Choose the correct answer in the box and write the correct answer in the space provided below each picture.
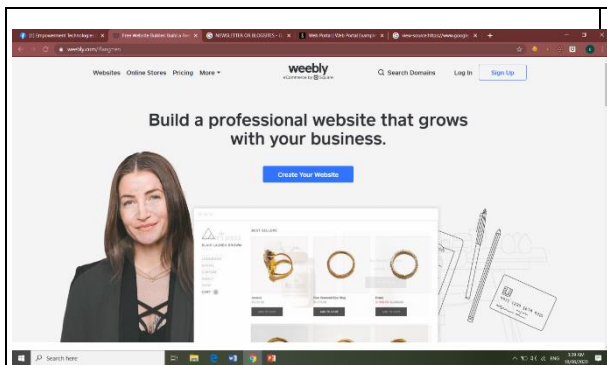
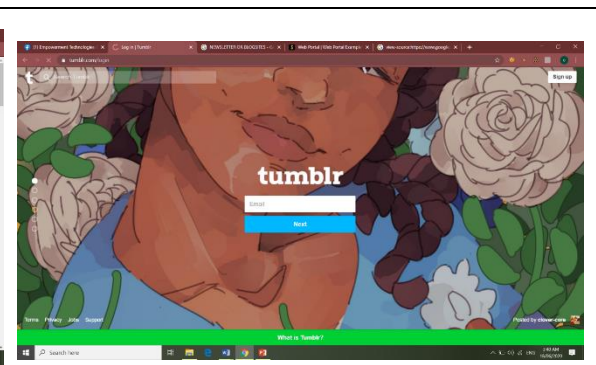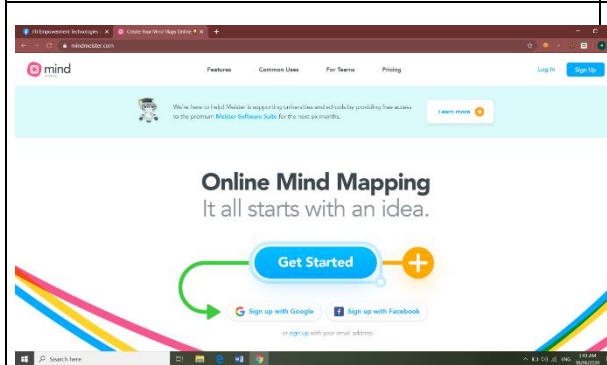| Presentation/Visualization	Cloud Computing	Social Media
Web Page	Blog Sites	

1. _____	2. _____

Note: Practice Personal Hygiene Protocols at all times

3. _____

4. _____

5. _____
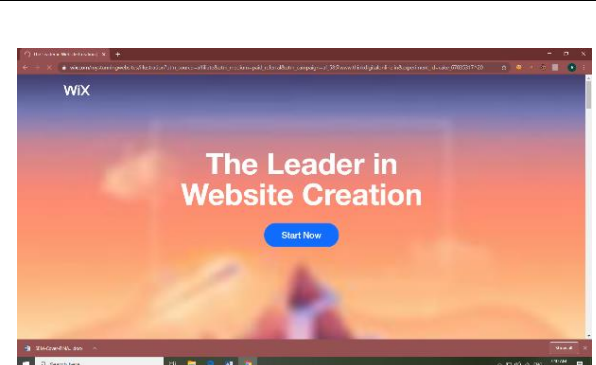

6. _____

7.

_____

8.

_____

Note: Practice Personal Hygiene Protocols at all times
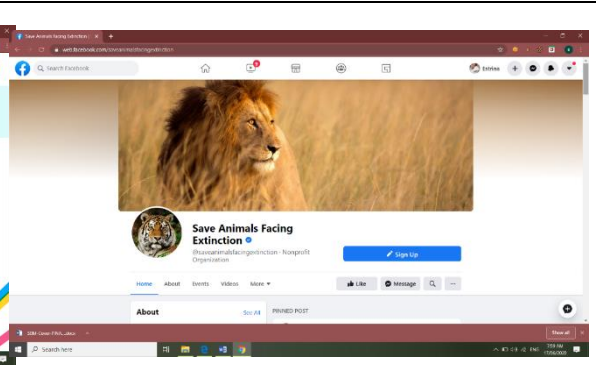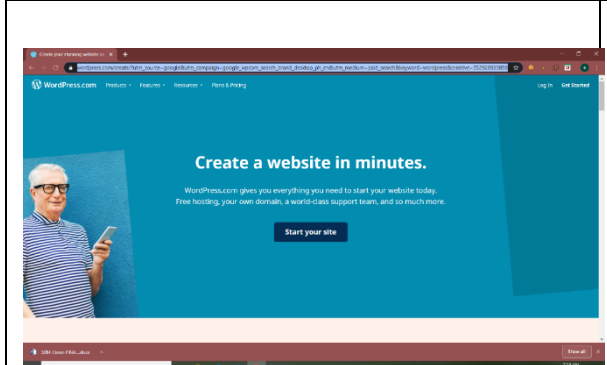
LEARNING ACTIVITY 2 – JUDGE ME!

Showing to you a sample newsletter and a website. Assess and give comments/recommendations to each screen shots based on the following criteria.

Volume 1 No. 2

Cagayan Valley's LFP Bulletin

October-December 2018

Governor Junie E. Cua along with Assistant Regional Director Elpidio A. Durwin, Provincial Director Salvacion Z. Baccay, RPMO Head Imelda PA Rosales, UNDP personnel and DILG representatives from all over the country during the CMGP National Benchmarking in Quirino.

Quirino hosts first nat'l CMGP Benchmarking

The Province of Quirino hosted the Benchmarking on Conditional Matching Grant to Provinces (CMGP) Program Governance Reforms cum National Year-End Review, Assessment and Planning Workshop for CY 2019 Operations held on November 27-28, 2018 at Quirino Water Sports Tourism Complex, Capitol Hills, Cabarroguis, Quirino.

The activity, attended by a total of 118 delegates across the country, is the first National CMGP Benchmarking ever to be conducted.

Quirino was chosen as the host due to its laudable standing in the implementation of the CMGP Program. With an average of 96.17% and ranking 2nd out of 81 provinces in the country in terms of the overall

physical accomplishment of projects funded under the CMGP Program, the province has built a total of 31.83 kilometers of roads ultimately benefitting businessmen, tourists and the general public.

Provincial Planning and Development Coordinator (PPDC) Dencio M. Pagbilao during the opening program shared the best practices of the Provincial Government of Quirino, of which include, among others, procurement of state of the art survey equipment, completion of procurement process at an average of 40 calendar days, strict evaluation and post-qualification of contractors, advance preparation of plans, detailed engineering design and program of work, conduct of weekly project coordination meetings, facilitative administrative

The official newsletter of the Department of the Interior and Local Government (DILG) Region 02 - Regional Project Management Office (RPMO). As published in collaboration with the LGRRC, it features news, stories, and updates about the Locally Funded Projects (LFPs) of the Department.

Content:

Organization:

Attractiveness:

Accuracy:

Note: Practice Personal Hygiene Protocols at all times

41

REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
REGION II - CAGAYAN VALLEY

GOVPH   Home   The PSA   Statistics   Databases   Civil Registration   PhilSys   Publications   Services   News and Events   Field Offices   PSA Main

Philippine Statistics Authority
Region II - (CAGAYAN VALLEY)

MARILYN T. ESTRADA
Regional Director

Regional Government Center
City Hall Annex Building
Carig Sur, Tuguegarao City
Cagayan 3500
E-mail: psa_rsso2@yahoo.com.ph
Tel no.: (078) 304-8366
Telefax: (078) 304-0556

DATA MIGRATION ADVISORY

The Philippine Statistics Authority (PSA) informs the public that the data file from the CRS–ITP1 database will be migrated to the CRS–ITP2 database for the improvement of PSA's service.

Transfer of Personal Information only for specified purpose is strictly observed.

🌐 http://rsso02.psa.gov.ph   f Philippine Statistics Authority RSSO2

Content:	Organization:	Attractiveness
	Accuracy:	

Note: Practice Personal Hygiene Protocols at all times

LEARNING ACTIVITY 3 – LET'S COLLAB!

Create a group with 3 to 5 members. Think of a name for your group. Create a Group Chat to communicate with each member including your teacher. Think of a theme. Based on the skills and talents of each member, each one will be creating digital content/s related to your group's theme (*example: video, graphics, texts designs, information etc.*) Your output will be used in the next activity. Send your output to your teacher through the Group Chat for checking.

To start the thematic content, fill in the following blanks to serve as key points to build the reader's interest towards your work:

◻ The issue that matters to me is _____ [CAUSE or ADVOCACY]
◻ I could use my _____ [TALENT] ◻ To make a difference by _____ [ACTION].

Questions (*After the activity***)**

1. How can you use academics to promote the values, beliefs, customs, and practices of a local community?

_____
_____
_____
_____

2. How can you encourage everybody in your team and partners to sustain participation in managing this website?

_____
_____
_____
_____

3. What are the strengths, weaknesses, and skills of your team members and partners? How can these help optimize the website?

_____
_____
_____
_____

Note: Practice Personal Hygiene Protocols at all times

LEARNING ACTIVITY 4 – SHARE AND SHOWCASE!

With your group mates, and your outputs in Activity 3, create a newsletter or a blogsite/website. Embed/integrate/organize into your group's platform those ICT contents which you have created. You may choose to use different digital tools such as, WIX, Wordpress, Google Sites, Weebly and others for a more convenient work. Send the link of your project to the teacher for checking.

Note: Practice Personal Hygiene Protocols at all times

RUBRIC FOR SCORING

Let's Collab Activity

Individual Performance	Below Average 1-2	Average 3	Above Average 4-5	Total
Takes responsibility for Oneself 5 points	• Is not prepared, informed, and ready to work with the team • Does not use technology tools as agreed upon by the team to communicate and manage project tasks • Does not do project tasks • Does not complete tasks on time • Does not use feedback from others to improve work	• Is usually, prepared, informed, and ready to work with the team • Uses technology tools as agreed upon by the team to communicate and manage project tasks, but not consistently • Does some project tasks, but needs to be reminded • Completes most tasks on time • Sometimes uses feedback from others to improve work	• Is prepared and ready to work; is well informed on the project topic and cites evidence to probe and reflect on ideas with the team • Consistently uses technology tools as agreed upon by the team to communicate and manage project tasks • Does tasks without being reminded • Completes time on time • Uses feedback from others to improve work.	
Helps the team 10 points	• Does not help the team to solve problems; may cause problems • Does not ask probing questions, express ideas, or elaborate in response to questions in discussions • Does not give useful feedback to others	• Cooperates with the team but may not actively help solve problems • Sometimes expresses ideas clearly, asks probing questions, and • elaborates in response to the questions in discussions	• Helps the team solve problems and manage conflicts • Makes discussions effective by clearly expressing ideas, asking probing questions, making sure everyone is heard, and	

Note: Practice Personal Hygiene Protocols at all times

	• Does not offer to help others if they need it	• Gives feedback to others, but it may not always be useful • Sometimes offers to help others if they need it	responding thoughtfully to new information and perspectives Gives useful feedback (specific, feasible, supportive) to others so they can improve their work • Offers to help others do their work if needed	
Respect others 5 points	• Is impolite or unkind to teammates (may interrupt, ignore ideas, hurt feelings) • Does not acknowledge or respect other perspectives	• Is usually polite and kind to teammates • Usually acknowledges and respects other perspectives and disagrees diplomatically	• Is kind to teammates • Acknowledges and respects other perspectives; disagrees diplomatically	
Makes and follows agreements 5 points	• Does not discuss how the team will work together • Does not follow rules for collegial discussions, decisionmaking, and conflict resolution • Does not discuss how well agreements are being followed • Allows breakdowns in team work to happen; needs teacher to intervene. •	• Discusses how the team will work together, but not in detail; may just "go through the motions" when creating an agreement • Usually follows rules for collegial discussions, decisionmaking, and conflict resolution • Discusses how well agreements are being followed, but not in depth; may ignore subtle issues	• Makes detailed agreements about how the team will work together, including the use of technology tools • Follow rules for collegial discussions, decisionmaking, and conflict resolution • Honestly and accurately discusses how well agreements are being followed • Takes appropriate	

Note: Practice Personal Hygiene Protocols at all times

		• Notices when norms are not being followed, but asks the teacher for help to resolve issues	action when norms are not being followed; attempts to resolve issues without asking the teacher for help	
Organizes Work 5 points	• Does project work without creating a task list • Does not set a schedule and track progress toward goals and deadlines • Does not assign roles or share leadership; one person may do too much, or all members may do random tasks • Wastes time and does not run meetings well; materials, drafts, and notes are not organized (may be misplaced or inaccessible)	• Creates a task list that divides project work among the team, but it may not be in detail or followed closely • Sets a schedule for doing tasks but does not follow it closely • Assigns roles but does not follow them or selects only one "leader" who makes most decisions • Usually uses time and runs meetings well, but may occasionally waste time; keeps materials, drafts, and notes, but not always organized	• Creates a detailed task list that divides project work reasonably among them • Sets a schedule and tracks progress toward goals and deadlines • Assigns roles based on team members' strengths as needed • Uses time and runs meetings efficiently; keeps materials, drafts, and notes organized	
Works as a whole team 5 points	• Does not recognize or use special talents of team members • Does protect tasks separately	• Makes some attempt to use special talents of	• Recognizes and uses special talents of each team member • Develops ideas and creates	

Note: Practice Personal Hygiene Protocols at all times

and does not put them together; it is a collection of individual work.	• team members • Does most project tasks separately and puts them together at the end	products with involvement of all team members; tasks done separately are brought to the team for critique and revision	

Share and Showcase

Category	10	9-8	7-6	5-1	Total
Content 10 points	• Covers topic indepth with details and examples • Subject knowledge is excellent • Incorporated at least 5 different multimedia contents	• Includes essential knowledge about the topic • Subject knowledge appears to be good. • Incorporated at least 3 different multimedia contents	• Includes essential information about the topic, but there are 12 factual errors • Incorporated at least 2 different multimedia contents	• Content minimal, or there are several factual errors • Incorporated at 1 multimedia content.	
Category	5	4-3	2	1	Total
Organization 5 points	Content is well organized, using headings or bulleted lists to group related material	Content uses headings or bulleted lists to organize, but the overall organization of topics appears flawed	Content is logically organized for the most part	No clear or logical organizational structure	
Category	10	9-8	7-6	5-1	Total
Attractiveness 10 points	Makes excellent use of font, color, graphics, and effects	Makes good use of font, color, graphics, and effects to enhance	Makes use of font, color, graphics, and effects, but	Makes use of font, color, graphics, and effects,	

Note: Practice Personal Hygiene Protocols at all times

Category	10	9-8	7-6	5-1	Total
	to enhance the presentation	the presentation	occasionally these detract the presentation content	but these often distract from the presentation content	
Accuracy 10 points	No misspellings or grammatical errors, no HTML errors in wiki like broken links, and missing images	Three fewer misspellings and/or mechanical errors, no more than two HTML errors in the student's contribution to the wiki	Four misspellings and/or grammatical errors, no more than four HTML errors in the student's contribution to the wiki	More than four errors in spelling or grammar, five or more HTML error in the student's contribution to the wiki.	

💡 **REFLECTION**

- I learned that _____
  _____
  _____
  _____

- I enjoyed most on _____
  _____
  _____
  _____

- I want to learn more _____
  _____
  _____
  _____

Note: Practice Personal Hygiene Protocols at all times

REFERENCES:

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ANSWER KEY:

Activity 1 – Classify Me!

1. Presentation/visualization
2. Cloud Computing
3. Web page
4. Social Media
5. Presentation/visualization
6. Social Media
7. Blog Sites
8. Web page

Activity 2 – Judge Me! (Answers may vary)

Activity 3 – Let's Collab! (Outputs Vary)

Activity 4 – Share and Showcase (Outputs Vary)

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