Information and Communications Technology for Teachers

By Dushyanthi Hoole,K Navukkarasu,P. Myuran,S. Ratnajeevan H Hoole

Cambridge University Press/Foundation Books, 2005. Softcover. Book Condition: New. First edition. With rapid progress in the use of IT for educational purposes, teachers are striving to make themselves computer literate. Efforts are also underway at government levels to make teachers familiar with the technology. ICT for Teachers has been specially developed for such beginners. The book should also prove useful to any learner who has decided to not be left behind in the IT race. Topics covered ? A brief historical overview ? Word processing, with detailed reference to Microsoft Word ? Spreadsheets with special focus on Microsoft Excel ? The Internet ? Introduction to programming languages ? Use of powerpoint for presentations Key features ? Well-defined learning goals for each unit ? Several examples that address real-world problems and solutions ? Special tips to provide insights into specific issues ? Cogent definitions of ket technical terms ? Numerous visuals and figures ? Exercises and self-assessment questions to aid hands-on-learning ? Answer keys to self-assessment questions Contents "Preface Unit 1. The Computer Unit 2. Word Processing Unit 3: Spreadsheets Unit 4. The Internet Unit 5. Introduction to Programming Unit 6. Teaching and Presentations Answer to self-assessment Questions" Printed Pages: 170.

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