



# Computer Lab Curriculum



You are a computer teacher and you've just been told the computer lab will be unavailable for a week for online testing. Nevertheless, you are still expected to teach computers in the cafeteria. What do you do? Buy these five puzzles in \*.pdf format and you're all set! Included are two crossword puzzles, three search & fill puzzles, and the answer sheet. These puzzles are also excellent for when you are out for the day and you expect a "non-technical" substitute!



You are a computer teacher and you've just been told the computer lab will be unavailable for a week for online testing. Nevertheless, you are still expected to teach computers in the cafeteria. What do you do? Grab your laptop and projector and play "Computerless Computer Lab Bingo"! Instead of numbers, the talking robot calls out random computer technology topics complete with pictures and interesting facts. Forty bingo cards suitable for laminating are provided.

Also included is the computer program "Computerless Computer Lab Slideshow". Click on the icons to highlight 48 different computer topics. Again the talking robot does the narrating. Ideal for discussing parts of a computer, software and internet technology. Both programs use text-to-speech technology to make the robot speak.

As a bonus I've included the manual "Text-to-Speech" which teaches you how to make your PowerPoint presentations talk. A free online utility accepts your text and converts it to a sound file, which in turn can be imported into slides. Ideal for the computer lab!



You are a computer teacher and you've just been told the computer lab will be unavailable for a week for online testing. Nevertheless, you are still expected to teach computers in the cafeteria. What do you do? Buy "Computerless Computer Lab Trading Cards" and relax!

Included is a set of 54 trading cards highlighting computer hardware & accessories, software types and web page design. These trading cards can be printed on card stock, laminated, and trimmed to produce a set of playing cards. The deck is divided into four suits of thirteen with two jokers, allowing students to learn while playing any standard card game. Also included are the documents "Educational Trading Card Games" and "Creating Educational Trading Cards". The first document contains three original study games for classes and small groups. The second document gives teachers and students the step by step instructions required to create their own cards using an online resource. Enjoy!



The building principal was proud of the work the eighth graders had done on their Immigration PowerPoints and asked me to sit in on a presentation session. A majority of the slides had unreadable text, overlapping pictures, annoying backgrounds, grammatical errors, and distracting transitions. Oh how I wished I was able to teach them this lesson before the students started their projects!

“Ban All Bad PowerPoints” is a lesson where students view a PowerPoint presentation, record the errors they found on a worksheet, and then make changes to the presentation before saving. When all students have completed their work, the class can discuss the errors found in each slide and describe their improvements.

This lesson is ideally taught in two computer lab sessions, but is suitable in a classroom setting using a SmartBoard or projector. Students can work individually or in small groups. Teachers can assess student learning by examining the student worksheets and the updated PowerPoint presentations. Enjoy!



A recent headline stated “Students Believe Everything They Read Online, Warns Researcher”. Could this be true? Do today’s students have the ability to distinguish between the truth and an internet hoax? Download this lesson and conduct your own study in the classroom or computer lab.

“I Found It on the Internet” is a two day lesson where students evaluate and rate five resources on the internet. The first four sites are hoaxes with increasing levels of nonsense while the fifth site’s sponsor has a 125 year record of excellence. Can your students spot the difference?



Being a part of an online social network can be fun for kids, but are they aware of the dangers? Can they keep their passwords to themselves? Do they know how to protect their personal information? Are they aware their browsing history is often sold to advertisers? “Information Safety” walks students through four videos and two internet activities designed to make them more conscious of their online experience. Enjoy!

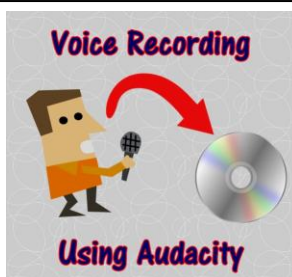


Do your students think before they post pictures and text on the internet? Do they realize that once they post content the information is largely out of their hands? Do they consider the “worst possible scenario” before hitting the send button? “Think Before You Post” incorporates five online videos that explore the after effects of poor decision making. An internet activity also shows students that information posted on the internet may never be truly deleted. Enjoy!



Fair Use guidelines state you can only use up to 30 seconds of a song in a presentation before copyright infringement comes into play. How can you digitally take a full-length song and extract a portion to include in your project? How can students insert music clips into their PowerPoint slides while respecting the rights of the artists? This lesson shows you how!

Step #1 shows you how to download and install Audacity, an open source (free) software package that allows you to import music, make changes, apply sound effects, and save your work in a variety of formats including MP3 and WAV. Step #2 describes a web site that allows you to download your favorite TV theme songs. Step #3 gives you step by step instructions with diagrams detailing how to create music clips. Step #4 shows you how to insert music clips into PowerPoint slides. Step #5 details the "Name That Tune" PowerPoint project where students combine TV show artwork with theme song clips. (A three session computer lab project) Enjoy!

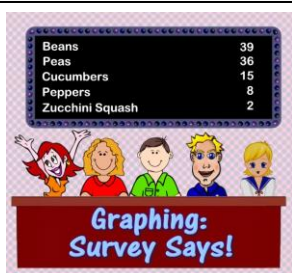


Do the glazed looks on your students' faces tell you it's time to upgrade those tired PowerPoint presentations? Do you know how to make your slides talk? Do you know how to digitally record your voice and save your messages as sound files? With free software? This lesson shows you how!

Step #1 shows you how to download and install Audacity, an open source (free) software package that allows you make voice recordings, make changes, apply sound effects, and save your work in a variety of formats including MP3 and WAV. Step #2 gives you step by step instructions with diagrams detailing how to create digital voice recordings. Step #3 shows you how to insert the recordings into PowerPoint slides. Step #4 provides lesson plans for two student exercises, "Audacity Voice Recording Challenge" and "PowerPoint Slide Narration Challenge". Class Time: Two sessions



How do you make your PowerPoint presentations talk without recording your own voice? Use a free online utility to type in your sentences, select an English, Spanish, French, German or Italian voice, and download the text as sound files. Import these sound files into each slide to create a talking presentation! Ideal for creating vocabulary quizzes, sentence translation activities, and student-created stories. Excellent for a technology integration lesson in the computer lab. Enjoy!



Are you looking for a lesson that combines survey taking and creating graphs on the computer? Are you concerned some students don't have access to the required software? This lesson is for you! Learn how to create professionally looking graphs using a free online resource. A four page handout complete with pictures will show you how. Lesson plans with handouts detail the survey process. Included is a classroom game based upon the survey results. Enjoy!



On project due dates do students constantly say, "I can't find my files!" Do students save their work in a vast wasteland of hundreds of files? Do the filenames Document1.doc, Presentation1.ppt and Book1.xls seem all too familiar? Download "Files and Folders" and restore order to student home folders. Teach students to use descriptive filenames, learn common file extensions, create new folders for each subject area, and organize files in these subject folders.



You've found the perfect online video, the projector is ready and the students are seated. You hit the play button .... and wait .... 15 seconds of video .... buffering .... 20 seconds of video .... and more buffering. Before long the students get restless and it's time for plan B. "No More Video Disasters" shows you how to download videos to your PC using free utilities. Bypass network traffic problems, removed videos, and resource blocking! Videos can be run directly from your hard drive without interruption and later be converted to DVDs. Download and enjoy!



The walls are dominated by an egg shell white. The bulletin boards are adorned with posters and borders filled with twelve years of tack holes. Open house is next week and you have the drabest room in the wing. What do you do? Download this lesson and begin transforming your classroom!

"Get Motivated!" teaches you how to use an online utility that allows you to create your own motivational posters. Use them to create bulletin boards, display class rules, and decorate walls. An easy to understand user guide complete with screenshots makes it easy for students to create binder covers, PowerPoint slides, and colorful report pages. Ideal for a lesson in the computer lab!