



2.1 Navigation: open and save files (continued in 2.2)

Prerequisite Skills and Knowledge

- ∞ Basic keyboarding
- ∞ Mouse skills
- ∞ Knowledge of how to open an activity in Kidspiration

Time Required

- ∞ The students will need 10 minutes to work on their Kidspiration document before the Mini-lesson can begin.
- ∞ Mini-lesson and guided practice - 15 minutes
- ∞ Further Independent practice as time is available

Materials

- ∞ “All About Me” - Kidspiration activity under “Reading and Writing”
- ∞ Visual aid on the steps of saving student work in a specified place

Intended Learning

- ∞ Students will be able to navigate to a saved file/folder, so they can continue working on a saved project in the future.

District Technology Standards

Uses Technology Effectively

- ∞ Uses appropriate vocabulary to identify: toolbars, save, icons, file, folder, server
- ∞ Opens new files, navigates to existing files and saves new work as required on computer hard drive, server or USB flash drive.

Big Ideas from Literacy Guide - Units 1 Writing

- ∞ Tell, draw, and write stories they have from their lives
- ∞ Understand where writers get ideas
- ∞ Write with independence

Mini-Lesson

Connection - preparing students' thinking

- How do you save your work in your classroom?
- Why is important to save your work in the same place?
- Give students 10 minutes to do the “All About Me” activity in Kidspiration. Remind students that they are not to quit Kidspiration. They will be practicing saving their work in a file/folder on a computer.

Teaching - Mini Lesson

- ∞ Teacher models on how to save work in a specified place, i.e. student folder, classroom folder either on student computer or

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server.

Active Engagement - Guided Practice

- Students will work along with teacher going step by step on how to name and save their work in a specific location.
- Before students can click on the “Save” button, teacher should go around to each student and make sure that each student has named their work correctly and is saving in the correct location.

Link

Students will practice saving another activity in Kidspiration.

Independent Practice

Teacher

- ∞ Teacher will monitor students so that they are naming their work correctly and saving in the correct specified place.

Students

- ∞ Students will save another activity in a specified place using the correct naming procedure as explained by the teacher.

Sharing/Closure

- ∞ Students check their neighbors’ work to make sure that they have named their work correctly and that it is saved in the correct place.
- ∞ Have students share any successes or problems that they had.

Assessment

- ∞ This lesson can be used for the Body of Evidence of “Uses Technology Effectively” for the 2nd grade Progress report. Record a “3” if the student is able to correctly name and correctly save in a specified location.