



## 2.10 Word Processing (continued from 2.9)

### Prerequisite Skills and Knowledge

- ∞ Knowledge of Kidspiration
- ∞ Word Processing skills

### Time Required

- ∞ Mini-lesson and Guided Practice - 15 minutes
- ∞ Independent work and completion of document may take an additional class period

### Materials

- ∞ Folder on student computer desktop containing students' digital photos from previous Digital Camera 1 lesson.
- ∞ Kidspiration
- ∞ Questions and answers from previous lesson

### Intended Learning

- ∞ Students will successfully import a digital photo, so they can complete the mini-biography of their partner.

### District Technology Standards

#### Uses Technology Effectively

- Keyboarding
- Typing matches conventional writing, including capitalization, punctuation and spacing.
- Word Processing Skills
- Uses correct spacing, capitalization, and punctuation.
- Devices
- Uses a digital camera to take photos and import photos to computer application.

#### Produces Quality Work

- Word Processing
- Creates a word processing document for a variety of purposes (e.g., report, letter writing, fiction, poetry).
- Edits, revises and publishes work using a word processor.
- Presentation Tools (Kidspiration, PowerPoint, KidPix)
- Communicates information by using a form of multimedia technology.

#### Big Ideas from Literacy Guide, Unit 4, Writing

- ∞ Use details, pictures, diagrams, and other graphics to enhance information
- ∞ Revise and edit informational writing

### Mini-Lesson

#### Connection - preparing students' thinking

Remember the digital photos you take of each other?

#### Teaching - Mini Lesson

Demonstrate how to import an image into Kidspiration using a presentation computer and projector.  
Teacher demonstrates how students should format (size, font, etc.) their

### Notes

#### Vocabulary:

- ∞ Icon
- ∞ Image
- ∞ Import
- ∞ Font, size

biography in Kidspiration.

**Active Engagement - Guided Practice**

Students listen and then tell their elbow partner each step for importing the image and then the steps for formatting.

**Link**

Students will bring together all pieces of biography project to complete their project.

**Independent Practice**

**Teacher**

- ∞ Teacher monitors students importing their digital picture
- ∞ Teacher monitors and helps edit student writing.

**Students**

- ∞ Students are importing their partner's digital picture and writing their partner's biography using Kidspiration.
- ∞ Students will save and print their teacher approved finished project.

**Sharing/Closure**

- ∞ Students will share their final projects with each other.

**Assessment**

- ∞ Teacher collects student biographies and evaluates them. A "3" indicates there are no word-processing errors and a digital picture has been imported independently by student.