



### 3.18 Sharing Poetry with PowerPoint (continues in 3.19)

#### Prerequisite Skills and Knowledge

- ∞ Students should have basic mouse and keyboarding skills.
- ∞ Basic printing skills

#### Time Required

- ∞ Mini-lesson and guided practice: 15 minutes for mini-lesson; 25-30 minutes for guided practice; additional time may be needed to complete the slideshow. This PowerPoint presentation will be used with the next two lessons.

#### Materials

- ∞ Computer lab, Microsoft PowerPoint, LCD projector
- ∞ Each student will need one poem they wrote in class

#### Intended Learning

- ∞ Students will use PowerPoint to share a poem they have written so they can share their poetry using multimedia technology.

#### District Technology Standards Uses Technology Effectively

- ∞ Word Processing Skills
  - Changes font, text size, alignment; use underline and bold attributes.
- ∞ Vocabulary
  - Selecting, bold, underline, italics, align, text size, formatting toolbar/formatting palette

#### Produces Quality Work

- ∞ Presentation tools (PowerPoint)
  - Communicates information by using a form of multimedia technology.

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

- ∞ Publication of poems

#### Mini-Lesson

**Connection - preparing students' thinking**  
*Why do authors write stories and poems?*

*What are some ways you've shared your writing with others?*

#### Teaching - Mini Lesson

With students seated in front, explain that today they will be learning how to use PowerPoint to share their poetry. They will format the presentation using the following attributes: bold, alignment, text font and size.

#### Notes

Explain how to locate and open a new PowerPoint Slideshow. Show students how to locate the “formatting toolbar” (view>toolbars>formatting) or the “formatting palette”, as well as the “standard toolbar” (view>toolbars>standard).

Next, show them how to:

- ∞ Create a title slide with the title and the student’s name.
- ∞ Add a new slide using the “new slide” icon in the “standard toolbar” or “formatting palette” and choose the layout of the slide.
- ∞ Write the first line of the poem in the slide.

Students will need to repeat the process to write one line of the poem on each slide.

Model for students how to select/highlight text to change font, size, etc.

Review how to correct formatting mistakes by using “edit>undo typing.”

Show students how to view their slideshow.

Students will save the slideshow when they are finished.

#### Active Engagement - Guided Practice

Seated at computers, students will open a PowerPoint presentation, add a title slide, write the title and their name. Students will add a new slide and write the first line of the poem on the slide.

#### Link

Students should create a slideshow that includes a title slide and additional slides which contain one line each from their poem so they can share their poetry with others.

### Independent Practice

#### Teacher

- ∞ Circulate and answer individual questions, progress check for daily participation on class spreadsheet. Assist students as needed.

#### Students

- ∞ Students will complete the title page and add additional slides. When they have completed adding slides, they will format text size and font. They will save when they are finished.

### Sharing/Closure

- ∞ Ask students to share their slideshow with a partner.
- ∞ Ask for any difficulties they encountered. What was easy? What was difficult?

### Assessment

- ∞ Progress/Monitor for daily participation using a checksheet as you walk around and observe students. Using a rubric with a score of 1-4, a “3” is given for a complete assignment, following the directions given.