**Computer Apps**

**April 27 – May 1**

**What you will need:**

Computer/device

Internet

School e-mail/Microsoft TEAMS

**What you will do:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **M 4/27** | **T 4/28** | **W 4/29** | **Th 4/30** | **F 5/1** |
| Check grades on Skyward  Make a post on Discussion Board and Reply (see Topic below)  Read Instructions and Watch Video: Creative Writing Project | Look at Creative Writing Examples  Write and submit your children’s story to Assignments  Watch Video: Custom Animation | Watch Video: Adding Charts to PPT  Continue Creative Writing PPT project (2 slides) | Continue Creative Writing PPT project (2 slides) | Continue Creative Writing PPT project (2 slides) |
| **Use the boxes below to CHECK when above task is completed** (optional)**:** | | | | |
|  |  |  |  |  |

**What you will learn:**

How to create a PowerPoint presentation using advanced features.

**How you will complete your work:**

**Check Skyward**

CP = COVID Pass (passing)

CI = COVID Incomplete (not passing)

Discussion Board Posts and Weekly Contact Requirement

10 = CP = posted/replied on DB and followed the weekly Topic

5 = CP = did not post on DB or did not follow the weekly Topic, posted but did not reply or vice versa, made contact via email or assignment completion or other

0 = CI = did not post on DB, did not make contact at all, did not complete any assignments for the week

Weekly Assignments and Projects

Any grade above C- = CP = assignment is satisfactory

Any grade below C- = CI = must work to improve assignment and resubmit for CP

0 = CI = did not submit assignment

Send me a “Chat” in Teams if you think something is incorrect in Skyward.

**Write your Children’s Story**

1. Write a short children’s book or short story with a beginning, a problem/conflict, steps to solve a problem/conflict, resolution, and story theme (something kids can learn). Turn-in your story to Assignments by Wednesday. You will then create a “cartoon” looking PowerPoint storybook.

**Look at Creative Writing Examples**

1. Examples can be found in General > Files > Creative Writing

**WATCH THE VIDEO LESSONS**

1. In TEAMS, click Video Lessons on the left panel

1. You will find the Videos posted on the wall or in the TABS
2. At any point, if the video moves too fast, click pause and go back. You can also take notes, pausing when you need to.
3. This week’s videos:
   1. Creative Writing instructions
   2. Advanced Animation
   3. Creating a Chart

**WORK ON PPT PROJECT**

1. You should complete at least 2 slides per day in order to keep with the pace of the class.
2. Two slides a day will give you plenty of time to gather content, design, and apply features such as timing on animation and transitions
3. Project is due next Sunday at midnight… Rewatch the Video “Share Autobiography” to learn how to post it so that your classmates can view. The only difference is that you will post in the “Creative Writing” folder.

**Post and Reply in Discussion Board**

1. Discussion Board Topic: View AT LEAST 3 of your classmates Autobiographies. Post feedback to your classmates. Tag your classmate in your post with “@” What PowerPoint features they used that you liked, discuss topics from the grading rubric posted on Assignments, what stood out, what looked like they worked hard on. DO NOT give the same feedback to all 3, show them that you actually watched their presentation. You may tag all 3 people in the same post (too many posts will get confusing)
   1. Find Autobiographies: General > Files > Character Autobiography
   2. Find Rubric: General > Assignments > Character Autobiography > Rubric is attached, open and view
2. Reply to each of your classmates who tagged you. Your reply should be conservation, not “that’s cool” or “thanks.” Provide an idea, how you did something, or feedback. (a least a sentence)

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**“See” you next week ☺**