



TechTalk in Print

A monthly publication that is designed to share educational technology experiences & successes and to keep our staff updated on new technology innovations that might positively affect instruction.

It's Not Just for Charts and Graphs!!

Teaching Ideas for Microsoft Excel

Microsoft Excel is spreadsheet software, plain and simple. It is often thought of as software used primarily by Math and Science teachers. Teachers do use this software to create electronic grade books, or they will have their students enter data to create a simple spreadsheet and then use the chart wizard to create charts and graphs. However, Excel can do a lot more and can be used as a teaching tool in virtually any curriculum. For example, Excel can be used to make:

- interactive maps or diagrams,
- interactive labeling worksheets,
- colorful posters for classrooms,
- interactive crossword puzzles,
- balance and spending spreadsheets,
- tessellations (great way to teach students reflection, rotation, and translation),
- class surveys,
- sequencing tables to outline story elements, and
- a community flag - just to name a few!!

Excel has a lot of capabilities and can be used for lessons that have nothing to do with numbers, equations, or charts/graphs. You just need to get your creative juices flowing and when in doubt – surf the net for ideas!! You may be asking yourself, is Excel the best software to use for some of these activities? Can the same types of activities be done with MS Word or PowerPoint? Well of course they can. However, teachers and students use Word and PowerPoint all the time. I don't see Excel being used that often, so why not try something new and in the same time be teaching your students how to use a different type of software.

For the specific lessons plans on the above activities, and for additional teaching ideas for Excel, check out the following links:

http://www.educationworld.com/searchnew/adv_results.jsp

<http://its.leesummit.k12.mo.us/excel.htm>

http://www.internet4classrooms.com/on-line_excel.htm#sample



All three sites have great resources for teachers!

ESM High School and
Pine Grove Middle
School

Issue 3
February 2006

Inside this issue:

<i>It's Not Just for Charts And Graphs (Teaching Ideas for MS Excel)</i>	1
<i>Email Tip</i>	2
<i>Wenner's Web Winner</i>	2
<i>Teacher Feature</i>	2
<i>Can You Find the Answer?</i>	2

Have an article idea or suggestion?

Are your students working on a cool project that integrates technology? Would you like to be highlighted in the newsletter! Let us know!!

Contact Either:
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Email Tip of the Month

Spam, also known, as junk mail is hard to control. However, if you are continually getting messages from the same sender, you can block it so they can't email you anymore. To block incoming messages from particular senders do the following:

1. Highlight the message you want to block in your inbox.
2. Click on Tools from your menu bar at the top of your Inbox window.
3. Click on the "Block Mail from Sender" option.
4. The "Block Sender Mail-Rule" window will open. Confirm the information and then click the Save & Close button at the upper left.

As a reminder, to help control SPAM do not include your email address when filling out online subscriptions, surveys, and questionnaires, etc.

Wenner's Web Winners!



Some of you are familiar with this month's website because I have seen you referencing it in the lab!! However, for those of you who are not familiar with this site, you will want to pay it a visit. It is well worth the trip! [Education World: The Educators Best Friend](#) is filled with great stuff for teachers, administrators, and counselors – basically anyone in education can find something useful at this site. This free website was designed to provide the following types of information:

- a search engine for educational Web sites only,

- original content, including lesson plans,
- practical information for educators,
- information on how to integrate technology in the classroom, and
- articles written by education experts;
- site reviews;
- daily features and columns;
- teacher and principal profiles;
- Wire Side Chats with the important names in education;
- employment listings.

Once you have used this site you are hooked! You will definitely want to add this one to your favorites!!



Teacher Feature

"A Trip Back in Time"

1960s

Leslie Welch's 9th grade English class is taking a trip back in time to the 1960's using the "ESM Time Machine". The time machine is actually an interactive PowerPoint presentation with hyperlinks to the web, links to a TimeLiner timeline on Martin Luther King's life, and imbedded video clips from United Streaming. This scavenger hunt project was created to help students gather background information on the 1960's and the Civil Rights movement prior to them reading Trudy Krisher's book, entitled "Spite Fences". Leslie's students were brought to the lab and took off on their journey via the time machine that was saved to Ms. Welch's folder on student public. Students were given a 1960's packet with questions that they needed to answer before returning from their journey. The time machine was a collaborative project Leslie and I completed for her APPR. Additional trips can be added to the time machine's destination dashboard for anyone interested. A copy of the presentation can be viewed in our *PowerPoint Collection* folder on the network.

Can You Find the Answer?

According to Ed-Tech Professor Bernie Pool, what are the six essential technology-related skills every good teacher should possess -- or acquire?

Be the first person to reply with the correct answer and receive a prize (email responses to rwenner@esmshools.org).

In case you forgot – you need to visit the website highlighted under Wenner's Web Winners.

**Last Month's Winner:
Amanda Caldwell – HS English Teacher**



"THE TEACHER TOLD US TO BRING A PENCIL TO CLASS TOMORROW...WHAT'S A PENCIL?"