

# DEAR PARENTS,

Please **KEEP** this page for future reference.

There are many consumable materials used in this class. To help defer the cost of the consumable materials, a **\$20.00 lab fee** is necessary. This is **not** the same as the "Technology Fee" paid during registration, this is an "Applied Technology Lab Fee". We prefer a check. Checks may be made payable to: **District #66**. For cash payments, please put it in an envelope with the students name on it.

**LAB FEE DUE DATE:** \_\_\_\_\_

My **Web Page** Information: from the [www.ccsd66.org](http://www.ccsd66.org) web page, click on **Lakeview**, scroll down and click on **ENCORE**, on the next screen, click on **Applied Technology**. You will see links for email, blog and many others. There are links to the papers for each of the modules. If a student loses their papers from class they are required to print them from this location.

The primary objective of the **Applied Technology** class is to expose students to the technologies of today preparing them for the tomorrow. It is a "hands-on" technology experience with equipment and software at each station.

A "**module**" is an individual unit of study that two students complete over a period of eight to ten days. Each module is a self-sustaining "station" containing all the necessary curriculum, software, and hardware necessary to learn about a particular technology.

Students could study any of the following modules during a trimester: Aerodynamics, Alternative Energy, Animation, Architecture, Automation & Robotics, Computer Aided Design (CAD), Computer Graphic Design, Computer Numerical Control (CNC) Milling, Digital Video Editing, Engineering & Stress Analysis, Exploratory Electronics, Exploratory Mechanisms, Fiber Optics & Lasers, Flight Simulation, Fluid Power, Introduction to Technology, Meteorology & Forecasting, Plastics Technology, Radio Broadcasting, Space & Rocketry, and Video Production.

At a module, students complete some kind of project. Some projects are computer generated using third party software, such as: computer drawings (CAD), architectural drawings, computer graphic designs, computer animations. Some projects are hands on projects such as: radio shows, balsa bridges, plastic molds, weather forecasts, CNC milled projects, robotic arm programs, balsa planes, video produced commercials and completed rockets.

Equipment at the modules are: a wind tunnel, laser, fiber optics trainers, electronics trainer, CNC milling machine, weather station, vacuum mold machine, injection mold machine, robotic arm, video camera & lighting equipment, fluid power trainer, alternative energy trainer, exploring mechanisms trainer, radio broadcasting equipment, and an engineering stress analyzer.

Students will use the "**Lab-Volt**" curriculum software to complete a module. It is a seven lesson curriculum with quizzes and a post test. Students in this course will learn about the five areas of technology: Communication, Transportation, Manufacturing, Construction and Bio-Related technologies.

To be successful, students must become **independent learners**. Students will need to use the **Applied Technology Problem Solving Model**: "re-read the information, discuss a solution (with their partner) and then 'do or try something' to solve the problem".

Students in **Sixth** grade will complete three to four modules. **Seventh** grade will complete five modules. **Eighth** grade will complete five to six modules.

The uniqueness of this program, presents new challenges to the student. Teams of two students, working cooperatively are guided through a seven lesson curriculum that focuses on a particular technology. After completing each technology or "module" students rotate to a new module.

Students will receive both group and individual grades from each module. There are three main grades at a module: Module Grade (from the computer), Worksheet grade and a lab performance grade. The module grade work is all done together by the partners which includes lesson grades, quiz grades, exercise grades, review grades and the post test (50% of the module grade).

The Worksheet grade comes from a worksheet that the students fill out while going through the module. There is some individual work in this section for the students.

The Lab Performance grade is derived from the student working in the lab each day. This grade is meant to help the other more technical grades listed above. If a student is on task and doing what they are suppose to do (on task the entire period, take an equipment inventory, clean up and following class rules) they should get 100%.

The **absence policy** for make up work is: when a student is absent, the most important items at a module will have to be made up. The student must discuss missed work with the teacher when they return. Work that needs to be "made up", can be done in "Open Lab". These Open Labs are: **Monday, Tuesday, Thursday and Friday from 7:25 am. to 7:50 am.** The lab is also open during study halls. **Open Lab for study hall "A" is on Tuesday and Thursday. Open Lab for study hall "B" is on Monday and Wednesday.** There is no penalty for students to do any make up work as long as it is turned in a reasonable period of time.

**Students in band are not to skip band to come to open labs !!**

**At the Modules, students will:**

- Collaborate on assigned work to complete the tasks at a module.
- Become independent learners.
- Use the "Applied Technology Problem Solving Model".
- Research careers associated with a module.
- Use a computer each day to complete tasks.
- Show proficiency at various third party software packages.
- Complete a "Time-line" activity.
- Demonstrate an understanding of the "Impacts" of technology on the environment.

**Students will:**

- perform activities that demonstrate an understanding how to use technology in communication and problem solving. (State Technology Standard 2A)
- use industry standard software (at many modules) to demonstrate knowledge on the uses of computers and technology in education. (State Technology Standard 1F)
- adhere to copyright laws in the access and use of the information from technology sources. (State Technology Standard 2H)
- explore and use computer/technology resources including educational software. (State Technology Standard 3B)
- use on-line search tools. (State Technology Standard 6D)
- use instruction that fosters/reflects higher level thinking skills in problem solving (State Technology Standard 8D)
- cooperatively learn in groups as part of the students' tasks and assignments. (State Technology Standard 8E)

Sincerely,

**Mr. Paul Rodda**

# APPLIED TECH. "SIGNATURE SHEET"

Total Points for both parts is 40!!

**Due Date:** \_\_\_\_\_ **!!!**

Student's Name:

\_\_\_\_\_

We have reviewed the "Parent's" sheet (pages 1 & 2), "Student" sheet (p.4), "A. T. Classroom Rules" sheet (p. 5), and the "Being Successful in A.T." (p.6).

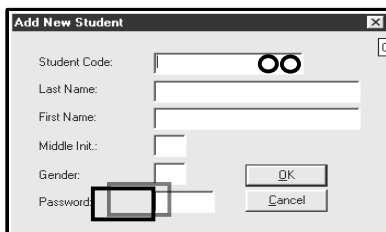
\_\_\_\_\_ (please read the next page)

Student  
Signature

Parent  
Signature

20 Points

## "ADD NEW STUDENT" (FORM)



This is the "OLD" Lab Volt Log in screen. That password is no needed. When you make your new password, you can use the old password but you have to make it longer.



This is the NEW Mind-Sight (Lab Volt) log in screen. You will type in your last name immediately followed by your first name. For example: smithjohn

Then you will click on Password. The first time you do this you will have to create a six letter or number password. Make the password something real EASY to remember (all your year's at Lakeview). Then, click "login".

Fill out a 3x5 card with this information on it, give it to the instructor to save for future use.

20 Points

# "ORIENTATION PACKET"

**LAB FEE:** \$20 lab fee due by: \_\_\_\_\_.

**MODULES:** (7<sup>th</sup> & 8<sup>th</sup> grade) Cross off the modules you already have had on the list below and **circle** the modules you would like for this year :

**Name:** \_\_\_\_\_  
**Class Period:** \_\_\_\_\_

Aerodynamics, Alternative Energy, Architecture, Automation & Robotics, CNC Mill, Comp. Aided Design (CAD), Animation, Comp. Graphic Design, Digital Video Editing, Engineering & Stress Analysis, Exploratory Electronics, Exploratory Mechanisms, Fiber Optics & Lasers, Flight Simulation, Fluid Power, Intro. to Technology, Meteorology & Forecasting, Plastics Technology, Radio Broadcasting, Space & Rocketry, and Video Production.

**QUICK LAB TOUR** (to pick module choices above for List tomorrow).

## **MAKE-UP WORK:**

**The tech. lab is open at 7:25 most days for students to make up work. Also there are open labs during study hall.**

Morning labs are on these days: \_\_\_\_\_.

Study Hall Labs are: \_\_\_\_\_.

## **"SIGN UP NOTEBOOK":**

Is located near the front door to sign up for open labs (make up work).

## **SAFETY GLASSES:**

Required at some modules.

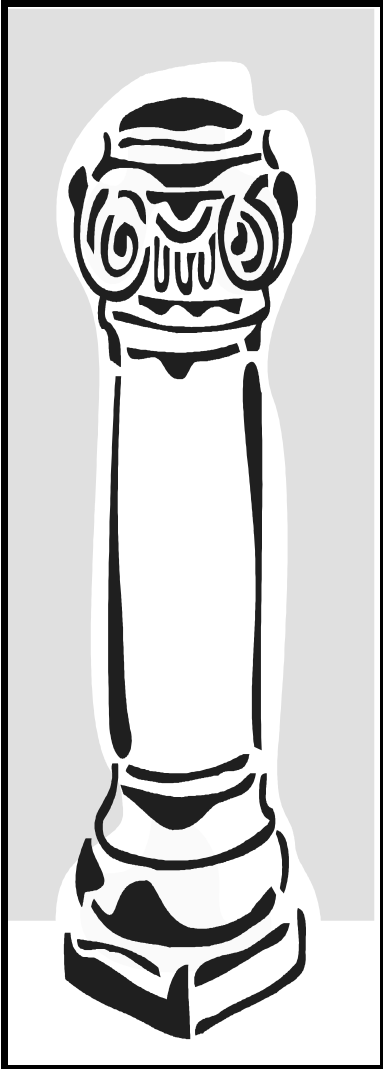
## **LAB CARE:**

Gum, food, drinks or candy of any kind are **NOT** permitted in the lab. Lab performance points are taken away for not following this rule.

## **COMPUTER and LAB EQUIPMENT CARE:**

Vandalizing the software, computers or modules in any way (including writing or making pen/pencil marks on furniture) can result in the loss of credit in the module, loss of all computer or lab privileges. Use of the computer or equipment for unethical or obscene material is forbidden. **Keeping the computers working is up to all students.**

# “A. T. CLASSROOM RULES”



**Teacher Managed Behaviors (Minor):** Cheating, Plagiarism, Inappropriate Language, Physical Contact/Physical Aggression, Defiance/disrespect/non-compliance, Disruption, Dress Code Violation, Property Misuse, Technology Violation, Tardy, Other...

**Office Managed Behavior (Major and ODR referral):** Truancy, Abusive language, Substances, Insubordination, Weapons, Fighting/Physical Aggression, Harassment, Chronic dress code violation, Gang affiliated display, Technology misuse, Property damage, False alarm, Forgery, Displays of affection.

**Trustworthiness Pillar:** Be a good partner, do your share of the work, be honest and don't cheat. Do not leave the room without permission. If you come in late, report to the teacher.

**Respect Pillar:** Respect the teacher, your classmates and “ALL” property (including school equipment). **NO TALKING BACK.**

**RESPONSIBILITY Pillar:** FOLLOW DIRECTIONS!! Do your share of the work. Be prepared, bring all materials.

**FAIRNESS Pillar:** Treat people equally. Be Fair, Listen to partners' viewpoint. Share the work equally.

**CARING Pillar:** DON'T BE RUDE OR MAKE INSULTS. Be KIND and CONSIDERATE. Please, NO put downs and NO bullying. Help others (your partner) when necessary.

**CITIZENSHIP Pillar:** Do your clean up job. Report unsafe equipment to the instructor. Work safely in the lab. Stay at your module. **NO gum** allowed in the lab.

## CLASSROOM GRADES

Every student will keep a “**GRADE SHEET**”. Duplicates of the “Grade Sheets” may be printed from the Applied Technology web page on the [www.ccsd66.org](http://www.ccsd66.org) web site.

Grades from the modules are partially group grades and partially individual grades.

**MODULE GRADE** (Computer)..... 100 points for each module

A. [MODULE GRADE] ½ of Module Grade (50 points)

B. [UNIT TEST] ½ of Module Grade (50 points)

**MODULE “WORKSHEETS”**..... 100 points for each module

**LAB PERFORMANCE** .....100 points for each module

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**TOTAL.....100%**

# “BEING SUCCESSFUL IN A.T.”

1. **“Post Test”:** Complete the “Post Test”.
2. **Time Management & Activity Management:** Learn how to manage all the things you have to do at the module in the time you have.
3. **“MOVE ON”:** Sometimes, just “MOVE ON” without trying to be perfect.
4. **Grade Sheet :** **Don’t loose your Grade Sheet.** If you loose it, you have to go to the [www.ccsd66.org](http://www.ccsd66.org) and find my web page.
5. **Study Guide :** Fill out the Study Guide.
6. **“Problem Solving Model”:** Use the “Problem Solving Model”.
7. **Take notes:** Take **notes** at the module, you get extra credit for this.
8. **FINISH YOUR MODULE:** If you are absent, you must discuss with the teacher what you need to make up and what you can skip.
9. **“Open Labs”:** Come to open labs to make up work.

## "LOGGING ON" PRACTICE

This will be done in the Applied Tech. Lab.

## “TOP SIX MODULE CHOICES” PAPER

**NOTE:** If you are absent the day we do this assignment, you should do this at home. If you fail to turn this in, you will not be given any of your choices for modules this year.

1. Open Open Office Writer (or Word Processing). This can be done several ways. Here is the generic way: Click on “Start”, then “Programs” and finally Open Office, Writer.
2. On the upper right corner Re-align the margin just past half way (<http://www.screencast.com/t/OGZjYmM2Y> )
3. Put your name, class name (Applied Tech), date, period and the name of the assignment (Top Five Module Choices).
4. Then on the regular part of the page, **move the margin back to the left side**. Then, type in your top choices (in order) from the list on the page 3 (8<sup>th</sup> grade do 6, 7<sup>th</sup> grade do Animation plus 5 other choices).
5. Print this document to the “TechLab” printer.
6. If you run out of time, save it to the DESKTOP folder with the name of your module. Then save it to the folder with the name of your class period. Give the file the name of: your initials and the number of the trimester.
7. Turn this page into the teacher.

**(20 points toward grade)**

## TWO MINUTE DRILL

- Throw away garbage.
- Get Materials Packed Up.
- Check your “**Inventory**” of “**Equipment & Supplies**”.
- Push in your chairs.
- Have your Grade Sheet out for a Lab Performance stamp.
- Raise your hands.
- Wait to be dismissed by the instructor.
- Go stand by the Back Door.

# WHAT'S TECHNOLOGY?

What do you think TECHNOLOGY is?

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Write down a definition from the laser demonstration--

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**What are the 5 Areas of Technology:**

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## CO-OPERATIVE LEARNING

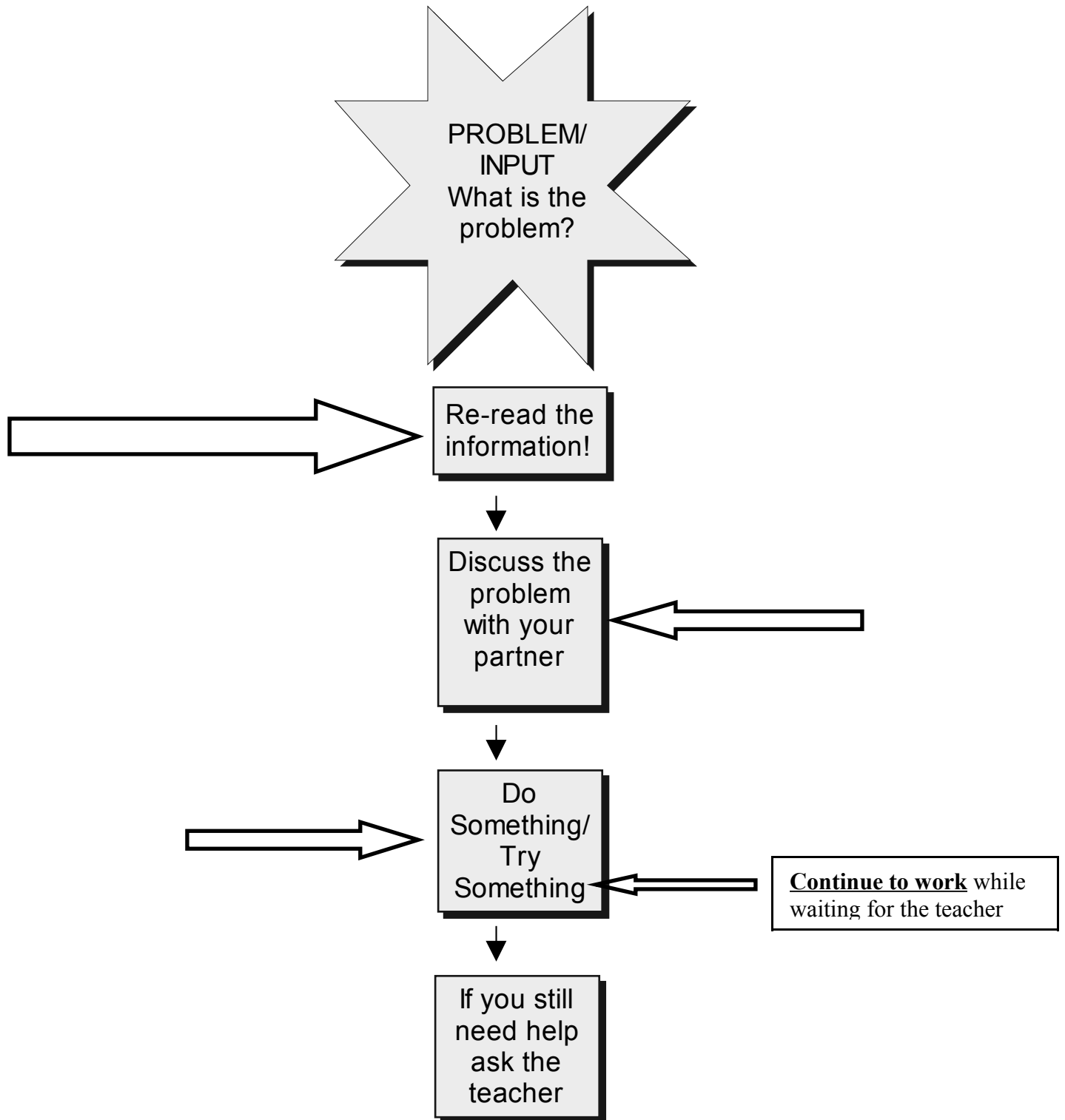
- How is it supposed to work?
- Collaborate on jobs, material use, designing, planning....(share the work).
- Use Partners' strengths. You know each other better than the teacher.
- Do what you can to get your partner to help.
- Divide the jobs evenly. (example: when **taking notes**)
- Do what you can to help the group without taking over entirely.
- Example: One reads while the other is doing the exercise/experiment.

## C.O.P.'S

( CLASSROOM OPERATING PROCEDURES )

- Fire, Tornado and Lock Down/Intruder Drills.
- No Graffiti.
- Chairs with wheels.
- Using the Classroom Folders.
- Use "Problem Solving Model".

# "PROBLEM SOLVING MODEL"



This problem solving method uses the types of learning styles: Written, Visual, Oral, and Kin-esthetic (Hands On). **Which style are you?????**

# LAB PERFORMANCE GRADE

Lab Performance grades will be given to students for being on task throughout the class period. Remember these are “**EASY**” points meant to help raise your grade, you don’t want to lose them.

**“Good” things you did:** When you are doing these things you get your 10 points each day.

Focused and “on task” all period, worked well with partner (shared the work), brings materials/papers to class, “**Problem Solved**”, working safely and using equipment correctly, taking inventory at the beginning of class and the end of class, talking to partner only about module work, turn off the call light and cleaning up at the end of the class.

**Things you didn’t do “Right”:** Each time you do these things you lose some (or all) of your Lab Performance points.

**Gum (food, or candy)(-10 pts.),** off task, not have materials/papers for class, talking to partner or others about things other than module, going to washroom without a pass, making too much noise, not “Problem Solving”, not working safely including safety glasses, not using equipment correctly, not taking inventory at beginning and end of class, not doing the lessons in correct order, wasting time, talking to students at another module, talking to partner about unrelated module work, forgetting to turn off call light and not correctly cleaning up.

***If you are ABSENT,*** you must write “Absent” on the space where you would have gotten a stamp on the day you were absent. This will excuse you from having to make up these lab performance points. The work you miss that day, will need to be discussed for possible excusal from the worksheet items.

**IF YOU FORGET YOUR GRADESHEET:** You need to get a piece of notebook paper, put your name on it, write down “Lab Performance” and put the number of spaces for the stamp we are on for that day. Also, if there are any other stamps for the day, like a “T.I.”, you need to write that down and have the teacher stamp that.

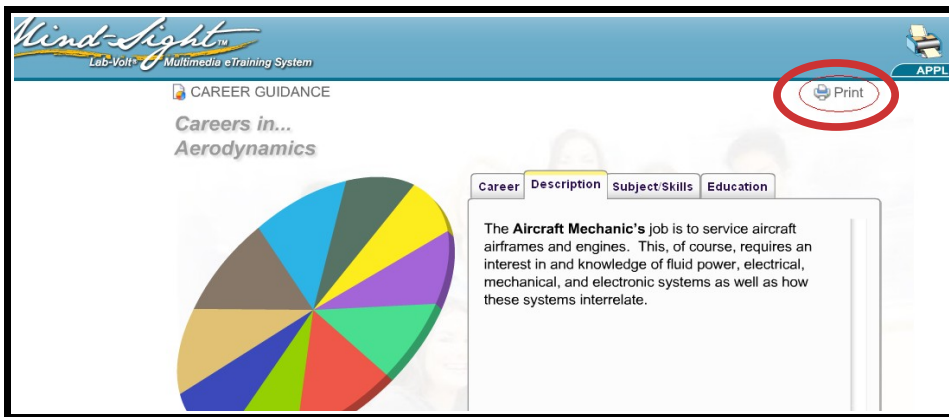
## Directions for “Environmental Impacts” Paper

Environmental Impacts assignments are in various lessons. Some are listed in the software as “Impacts” and some are listed as “Environmental Impacts”.

1. In the lesson, when it comes to the part where the next item is Impacts or Environmental Impacts, you go there and it will start a video/animation.
2. You have to take notes on the video.
3. Some Impacts, can be paused and **some can not**.
4. Some of the Impacts can't be paused. If this is the case, write a short note, two to three words. Then after the video is done, go back and re-write your short note into a complete sentence.
4. If the video can be paused, then pause the video after something important is stated. Write down on a piece of notebook paper what was stated in the video.
5. ***WICS: write in complete sentences.***
6. You will need to turn in these notes for credit at the end of the module. About a half a page is the requirement. (**Minimum of six** key points in complete sentences. Sixth grade will have to do five key points.) If there is **more than one video**, you need to write a few notes from each video.

# “NEW” Directions for “Career Guidance” Report

1. The Career Activity is found in the Catalog: “Tech Design 2.x”. Find your module in the Tech Design 2.x catalog and click on it. Most of the modules, the Career is in the 12th lesson, but some are in other lessons. In the 12th lesson look for “Careers Activity” part of the lesson. If you don't see it in that lesson, check the other lessons.
2. On the lower left, click on the “Careers” button.
3. Click on “Career Guidance”.
4. Read the question on the screen. Based on your level of interest about the question **click on a number** from one to ten (one being a low level of interest and ten being the highest level of interest).
5. Click the arrow at the bottom to go to the next question. Answer each question.
6. When you answer the last question click the next arrow. You will see a pie chart.
7. On the right you will see a box to the right with four tabs. Click on the “Description” tab.
8. In the “Description” you will see information about the career.  
**Read** the information, then Click on the “Print” button you see for the journal (not the printer icon at the top of the screen). Be sure to click on the correct print button as the correct one turns out better. See the red circle. (Be sure to do the rest of the directions below).



**6<sup>th</sup> Grade:** You will turn in one printout for the group and you will both get credit. This is the end of the 6<sup>th</sup> grade directions. 7<sup>th</sup> and 8<sup>th</sup> grade see below.

**7<sup>th</sup> and 8<sup>th</sup> grade directions:** Now the second partner will take the survey. The easiest way to do this is to just click the “BACK” button until you get to the first question and then re-take the survey. You need to get a different career than your partner. Print out your career when done. Continue with the steps below.

1. Now that you have a printout about the career, you are going to write about the career in your “**Journal**”.
2. To access your journal, you will have to go to the home page. Then, click on the “**Community**” and then “**Journal**”.
3. Each partner will need to **do this separately**, as the primary user (when logged in). So, whoever is going first, should be the “primary user” (You should have the little Icon next to your name in the “User” box by where you log in).
4. In the “Journal” screen, Click on the big green plus sign on the right.  
If you can't see the plus sign, you will have to get the list of “Catalogs” off the Left side of the screen, so click little the arrow by the list of modules to move them over to the left and out of the way.



5. You should see the screen to the right on your monitor.

6. In the “Title” section, type in the name of the “Module” and then the “Career” that you got when you answered the questions.

7. In the “Category” box, leave it blank because it doesn't show up anywhere.

8. Below that there is a part called “State”. You will need to click on the arrow and select “Public” or “Published”.

9. In the “Content” area box, you will write about the career. You need at least **three complete lines** of information. Remember you must put this in your own words and do not copy the information you print.

10. **You will probably have to go to the internet and do a “Google” search with the name of the career to get more information to put in your journal.**

11. **Click on the “Save” button.**

12. Now the **second** person has to take the survey and do the same thing.

**2 points: Title**

**3 points: For each line short of three lines required**

10 pts. Total

The screenshot shows a web form with two main sections: "Information" and "Content".

**Information Section:**

- Title: CNC Mill "Engineer"
- Category: Mechanical Engineer
- Tags Separate by Commas: (empty text box)
- Priority Entry:
- Approved:
- State: Published (dropdown menu)
- Publish Date: 2011-10-25 (calendar icon)
- Expiration Date: (empty calendar icon)
- Buttons: Save, Cancel

**Content Section:**

- Toolbar: H1, H2, H3, H4, H5, H6, Bold (B), Italic (I), Strikethrough (S), Bulleted list, Numbered list, Undo, Redo, Link, Unlink, Image, Google, Print.
- Text area: This is where you would type what a mechanical engineer does. You may have to go to the internet to find enough information to make it long enough and learn enough about the career.

# ADDITIONAL ITEMS TO COVER !!!!!

- 1. Minimize extra programs that may be on the desktop.
- 2. Correct way to EXIT out of software (Exit, Course Menu, Logoff)
- 3. Taking notes. Don't write everything. Share note-taking with partner (up to 10 xc points)
- 4. Computers going to "sleep mode".
  
- 5. During clean up don't ask questions (only before or after),
- 6. During clean up have papers together and everything ready (chairs, clean module, etc.) before you raise your hand.
- 7. Keep the sound down low on the computers.
  
- 8. Lab Performance: \_\_\_\_\_ (ABS., LFB, OS, CIFB, ...)
- 9. Forgetting "Grade Sheet" at home, locker (what to do, notebook paper).
  
- 10. How to "Save" (handout)
- 11. How to use Activity/Module Guides. Don't bend notebook (Module Guide) covers all the way.
  
- 14. Don't wait for help always continue to work.
- 15. T.I.'s are the only thing on the "Worksheet" that I need to see/grade.
- 16. Printing new "Grade Sheet". You only get one copy of each page at each module, no extras.
- 17. You only need to make one printout for module work.
  
- 18. Erasing Goobers.
- 19. Pencil lead breaks.
- 20. Books on floor.
- 21. Don't skip band to come to open labs.
  
- 22. Open labs only specified times.
- 23. Don't wait for the 7:35 bell to come to morning labs, one reservation per week.
- 24. Get passes for study hall before clean up time.
- 25. "Open Lab" is not a class I can only give limited help.
- 26. Don't wait until end of module to sign up for Open Lab.
  
- 27. Problem Solving Model. You need to work on becoming an INDEPENDENT LEARNER & PROBLEM SOLVER.
- 28. Use your partner's strengths
- 29. Some modules have extra lessons (up to 11) because they are so short.
  
- 30. Turn in papers in order they are in the lessons.
- 31. Before you turn something in to be re-graded, circle items needing grading and draw a BIG arrow pointing to what needs to be graded on the "Grade Sheet". Turn in to the turn in tray.

# WEB SITE INFO




## WEB PAGE Directions

[HTTP://WWW.CCSD66.ORG/](http://www.ccsd66.org) is the school district web page. You probably already know this. From the district home page, click on the word Lakeview which is underneath the pictures of the schools. On the Lakeview page, scroll down until you see the table with all the classes etcetera. Click on ENCORE. On the Encore page, click on Applied technology. You should now see my web page. On this page you will see links to: email me, go to my blog and to go to the wiki log in page. Most importantly on this page you will see a table for all of the handouts for the module and for class orientation. By clicking on these links, you will be able to print out any of the module papers.

## Blog Directions

For the **blog**, go to <http://appliedtechnology66.blogspot.com> . On this page you can find out what is happening in class.


## Washroom Passes--EMERGENCIES !!!!

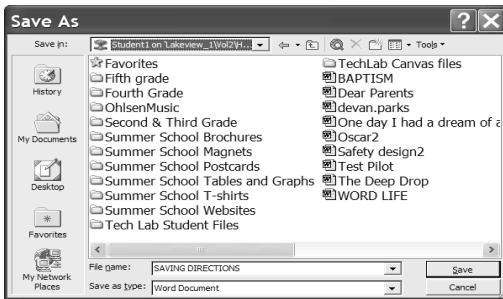
<p>Encore Class Washroom Pass</p> <p>Applied Technology</p>  <p>Time Leaving: _____ Time Returning: _____</p> <p>Student _____ Teacher _____ Period ____</p>	<p>Encore Class Washroom Pass</p> <p>Applied Technology</p>  <p>Time Leaving: _____ Time Returning: _____</p> <p>Student _____ Teacher _____ Period ____</p>	<p>Encore Class Washroom Pass</p> <p>Applied Technology</p>  <p>Time Leaving: _____ Time Returning: _____</p> <p>Student _____ Teacher _____ Period ____</p>
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# SAVING DIRECTIONS

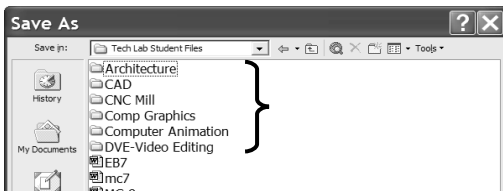
These are “**Generic**” directions for saving at all modules (Comp. Graphics and DVE are slightly different).

1. At the top of the screen in the menu bar, click on **File, Save As**.
2. A “Save As” window will open (see the picture below for an example).
  2. In the box next to where it says “**Save In:**” you want to see: “**Desktop**”.

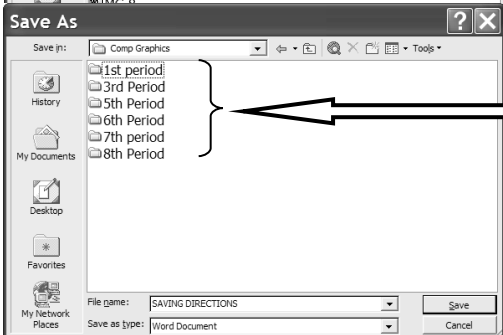
If it doesn't you need to click on the “**DOWN**” arrow  next to the “Save in” box. See where the arrow is pointing.



Then, in that box, click on the title called: “**Desktop**”.



Next, **double click** the folder for the “Name of your module”.



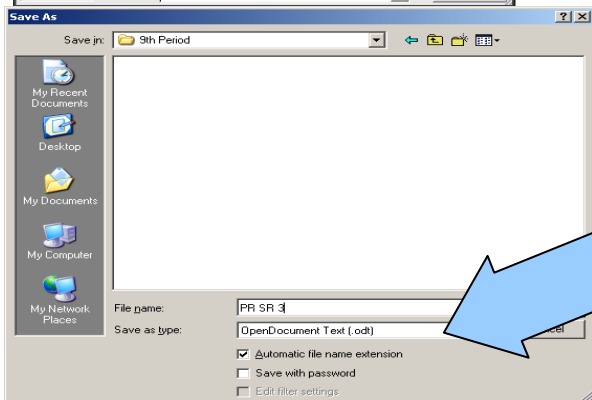
Then, **double click** on the folder for “your” class period (Example: 3<sup>rd</sup> Period).

Near the bottom of the Save As window you will find a “**File Name**” box. Use the mouse to swipe and delete what is there.

In that same box, **type in your initials** then your partner's initials followed with the number of the lesson you are in.

**Do not put these items in the name of your file:**

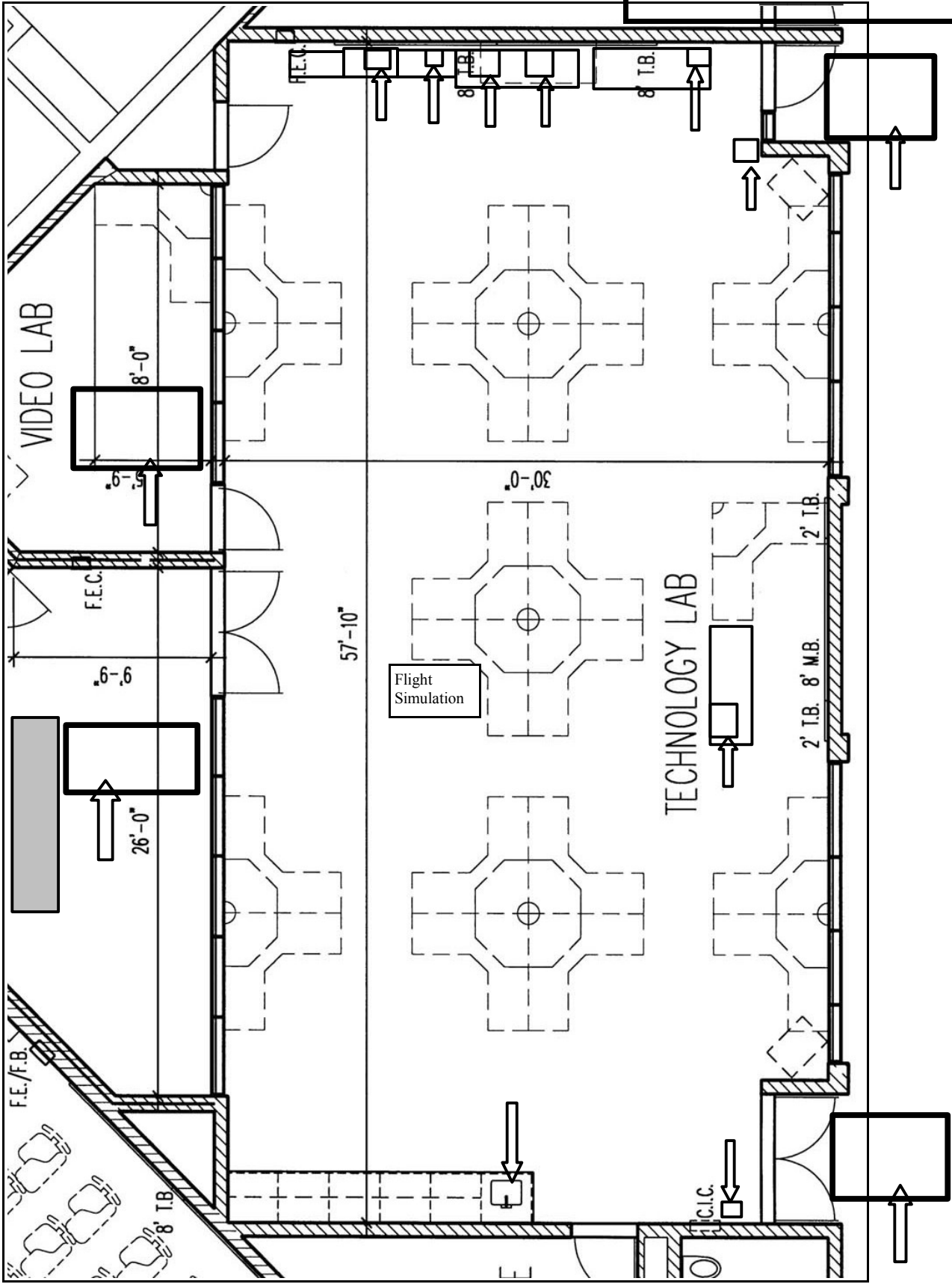
. / \ : ; ‘ all of these confuse the saving and you may loose your work.



Then click on “**Save**”.

# LAB TOUR MAP

NAME: \_\_\_\_\_  
PERIOD: \_\_\_\_\_



# LAB TOUR SHEET

NAME:


PER: \_\_\_\_\_

1. Aerodynamics- \_\_\_\_\_
2. Alternative Energy- \_\_\_\_\_
3. Animation- (7th) \_\_\_\_\_
4. Architecture- \_\_\_\_\_
5. Automation & Robotics- \_\_\_\_\_
6. CNC Mill- \_\_\_\_\_
7. Computer Aided Design (CAD)- \_\_\_\_\_
8. Computer Graphic Design- \_\_\_\_\_
9. Digital Video Editing - \_\_\_\_\_
10. Engineering & Stress Analysis- \_\_\_\_\_
11. Exploratory Electronics- \_\_\_\_\_
12. Exploring Mechanisms- (7&8) \_\_\_\_\_
13. Fiber Optics & Laser- \_\_\_\_\_
14. Flight Simulation- \_\_\_\_\_
15. Fluid Power- \_\_\_\_\_
16. Meteorology & Forecasting- \_\_\_\_\_
17. Plastics- \_\_\_\_\_
18. Radio Broadcasting- (&8) \_\_\_\_\_
19. Space & Rocketry- \_\_\_\_\_
20. Video Production- \_\_\_\_\_

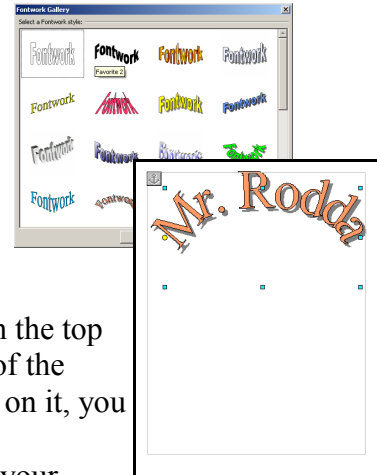
21. Comp. Graphics #2 (old Environmental Technology & Water)- (All) We are not doing Env. Tech., but we are using it for Computer Graphics #2.

22. Other Items on Map: Pencil Sharpener #1, Pencil Sharpener #2 (electric), Laser Disc, Tech Lab HP printer (black & white), LVW Tech Color printer, Open Lab Sign in Sheet/book, "IN Door", "OUT Door", Turn in Tray, Bathroom Pass, Sink, Classroom.

# 6<sup>th</sup> Grade Name Tag Directions

1. Go to “Start”, “Programs” and then click on “Open Office”, click on “Open Office Writer”.
2. You will need to get to the “Fontwork Gallery”. Click on the “Show Drawing Functions” tool. It looks like a pencil in the toolbar at the top.
3. At the bottom of the screen look for a button that looks like a picture frame with an “A”  in it and click on it.

4. In the Fontwork Gallery, select one of the Font Styles and click OK.




5. Double click on the “Fontwork” graphic and you should see a small set of black letters in the center of the Fontwork text. Delete the “Fontwork” letters and type your first and last name.
6. Since you will be folding your paper in thirds, your name must be on the top third of the page. Adjust the height of your name to fit the top third of the page. If you want to move or edit your text and it won't let you click on it, you have to **hold the Ctrl + Alt keys** and click on your text to select it.
7. You may need to adjust the width and height of the margins to keep your name on one line or at the top third of the page.
8. Then, go to “File”, “Save As” and look for the down pointing arrow next to the box that says: “Save In” and click on it. Then scroll down the list and look for: “DESKTOP”. Double click on it. Look for the name of the module you are sitting at on the “tech-design” sign. Double click on the folder with the name of your module. Look for your class period folder and double click on it. At the bottom of the save box, look for the “Name” box. Type in your initials, your partners initials followed by a one.
9. Now it is time for the other person sitting next to you to start their name-tag. Click on the icon for “New Blank Document” and following the steps listed above. Remember to save their document, this time with their initials followed by a one.
10. Now both of you will add a **text box** for some information about yourself. Click on “Insert” then click on “Frame”. In the “Frame” box that opens you will have to enter some information. In the size area, enter 2.0” for the width and 1.0” for the width.

11. In the area at the right where it asks about “Anchor”, you want to make sure “to paragraph” is selected.
12. Look for the “Tab” labeled “Wrap”. You want to select “Through”. Then click O.K. At the bottom of the “Frame” box.
13. Position the text box somewhere near your name. Once again it must be on the top third of the page for folding.

14. Click somewhere on the page outside of the text box you just made. Next, click inside the text box you made. Make the font **size 14** or bigger.
15. Enter information about yourself (something that describes you or things you like). Enter information about yourself that will help the teacher remember who you are.

This is an example of a text box. Put information about yourself here. Put three things about yourself.

16. If we have enough time you can add clip art. Click on the “Gallery” Icon  in the top row of buttons, at the top of the screen. There should be a folder on the left that says: “Clip Art”. Click on it. Scroll through all the clip art to add pictures.
17. Remember to keep it small so it will fit on the top third of your paper.
18. Pre-print your design to the TechlabHP printer. Check to see how it looks. Make any modifications needed. When it looks good, go to step 19 below.
19. Then you will need to print each person’s sheet. Click on “File”, “Print”. Check to make sure “LVW\_Tech\_Color” is the selected printer, and “OK”.
20. Follow the teacher’s directions for folding and taping the name tag. See the example on the teachers desk.

# THREE YEAR MODULE LIST SHEET:

**NAME:** \_\_\_\_\_

6<sup>th</sup> Grade Period \_\_\_\_\_, Tri: \_\_\_\_, 20\_\_ - 20\_\_

7<sup>th</sup> Grade Period \_\_\_\_\_, Tri: \_\_\_\_, 20\_\_ - 20\_\_

8<sup>th</sup> Grade Period \_\_\_\_\_, Tri: \_\_\_\_, 20\_\_ - 20\_\_

## 6TH GRADE

1. Intro. ToTechnology

2.Space & Rocketry

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

## 7TH GRADE

1.Animation

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

8. \_\_\_\_\_

## 8TH GRADE

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

8. \_\_\_\_\_

1. Aerodynamics
2. Alternative Energy
3. Animation
4. Architecture
5. Automation & Robotics
6. CNC Mill
7. Computer Aided Design
8. Computer Graphic Design
9. DVE-Video Editing
10. Engineering & Stress Analysis
11. Exploratory Electronics

12. Exploratory Mechanisms
13. Fiber Optics & Lasers
14. Flight Simulation
15. Fluid Power
16. Introduction to Technology
17. Meteorology & Forecasting
18. Plastics Technology
19. Radio Broadcasting
20. Space & Rocketry
21. Video Production

# “Module Report II”

Name: \_\_\_\_\_ Module: \_\_\_\_\_  
Partner: \_\_\_\_\_ Rotation #: \_\_\_\_\_ Period: \_\_\_\_\_ Date: \_\_\_\_\_

What did you like the best about this module? **Why?**

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Rate this module from 1-5 (5 is the highest) circle below? **Why** did you rate it this way?

1 2 3 4 5 \_\_\_\_\_

Rate how hard this module was from 1-5 (5 is hardest) circle below? **Why** did you rate it this way?

1 2 3 4 5 \_\_\_\_\_

Rate your partner from 1-5 (5 is the best) circle below? **Why** did you give your partner this rating.

1 2 3 4 5 \_\_\_\_\_

What grade do you think you deserve on this module? (Circle one) Why do you think you deserve this grade?

A B C D F \_\_\_\_\_

What activities could be added to this module to make it better? **BE SPECIFIC!!!**

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Write a summary of this module:

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When confronted with a problem at this module write a paragraph describing how you solved it. Be specific.

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**Grade:** \_\_\_\_\_  
(5 pts. Extra Credit)

