

# January Agenda

## In-school

### Resources Utilized



- Picture of a computer
- Computers
- Floppy disk

### Urban Imagination Network

School-Based Parent Workshop #5

January 2000

### Focus: Using Computers

#### Welcome

#### Overview:

- What are the functions of a computer?
- What are the main parts of a computer?

#### Activity 1:

- Write a letter to your child on a piece of paper.
- Open a word processing program.
- Familiarize yourself with the mouse, keyboard, and toolbar- how do you save? how do you print? how do you use spell check?
- Type your letter to your child on the computer.
- Save it on a floppy disk.
- Close the document and the word processing program.

## Activity 2:

- Design a flyer for a pretend party you are hosting on a piece of paper.
- Open a word processing program.
- Familiarize yourself with the mouse, keyboard, and toolbar- how do you save? how do you print? how do you use spell check?
- Type your flyer for your party on the computer.
- Use at least one picture and at least two different font styles.
- Save it on a floppy disk.
- Close the document and the word processing program.

## Activity 3:

Use a web navigator to access the Internet and learn how to do Internet research.

Go to *one* of the following Internet sites and find the information:

**Imagine Chicago:** [www.imaginechicago.org](http://www.imaginechicago.org)

What is Citizen Leaders?

**Chicago Historical Society:** [www.chicagohistory.org](http://www.chicagohistory.org)

**Field Museum of Natural History:** [www.fmnh.org](http://www.fmnh.org)

**Chicago Botanic Garden:** [www.chicago-botanic.org](http://www.chicago-botanic.org)

For the museums:

- What are some current exhibits?
- What family programs are offered?
- Does the museum have a "free day"? What day is it?
- What hours is the museum open?
- What kinds of educational activities are on their web site?

## Computer Word Bank - Palabras relacionadas con la computadora

### English

CD Rom  
Central Processing Unit (C.P.U)  
Data  
Floppy disk  
Hard drive  
Hardware  
Keyboard  
Memory  
Monitor  
Mouse  
Output  
Printer  
Processing  
Program  
Software

### Spanish

CD Rom  
Unidad de procesamiento Central  
Datos  
Disco  
Disco duro  
Equipo  
Teclado  
Memoria  
Monitor  
Ratón  
Salida  
Impresora  
Procesamiento  
Programa  
Software