

Want to vary your vocabulary? Use Microsoft Word's Thesaurus!

Mouse Method:

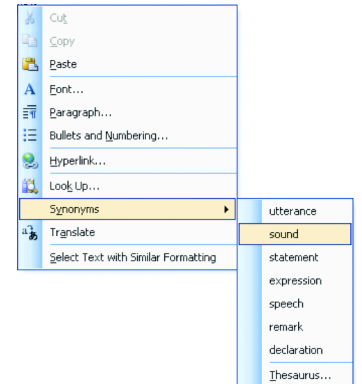
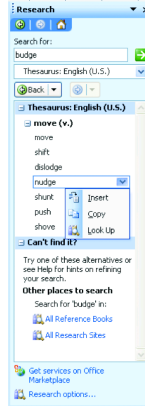
1. Highlight the word that you would like to replace with a synonym
2. Click the Tools menu on the Menu bar
3. Put the mouse on Language and follow the arrow down to Thesaurus and click
4. The Research pane appears to the left of your document
5. Point to the word from the list that you desire. Note a box with a drop down arrow appears around
6. Click the arrow and choose insert or copy

Keyboard Method:

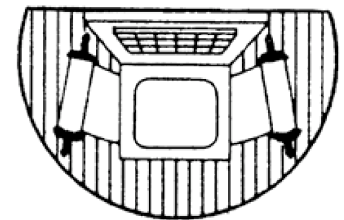
1. Highlight the word that you would like to replace with a synonym
2. On the keyboard, keep the Shift key pressed down and then click the F7 key
3. Complete Steps 4 – 6 from above

Shortcut Menu Method:

1. Right click on the desired word and a shortcut menu appears
2. Put the mouse on Synonyms and follow the arrow across
3. Either select one of the words listed or Thesaurus



Morris and Rose
Goldman Computer Department
www.att.org/goldman.asp
beyondbytes@att.org



Associated Talmud Torahs
2828 West Pratt
Chicago, IL 60645

Welcome!

This is the premier issue of **Beyond Bytes**, the ATT's Morris and Rose Goldman Computer Department newsletter. In this and future issues, we will highlight new resources and tools that teachers can use to improve learning and instruction. **Read on, enjoy, and discover!**

**Broaden your
technology knowledge
at the Goldman Lab!**

Take a Goldman Computer Class this fall

Next class being offered:

Desktop Publishing using Microsoft Publisher 2003,
Wednesdays, December 6 & 13, 2006

Computer tutorials available.

For more information call the Goldman Department at 773-973-2828 or email goldman@att.org.



Rubrics to the Rescue

Evaluating a student's work is often a difficult chore. Fortunately, there exists a very effective tool, the rubric, to aid in this complicated task. A rubric is a scoring tool that lists the criteria for an assignment. It consists of a minimum of two components, the criteria and the levels of performance for each criterion. A common optional feature is the descriptor which spells out what is expected of the student at each performance level.

Why Use Rubrics?

First, they encourage teachers to clarify the assignment's criteria. Second, they allow the assessment to be more objective and consistent. Third, they act as a guide for students, clearly defining the teacher's expectations and standards and how the assignment will be evaluated. Fourth, they also increase the students' sense of responsibility for their own work and cut down on the number of "Am I done yet?" questions. Finally, they are easy to use and explain and streamline the grading process.

Creating a Rubric

Creating a rubric takes thought and time. However, there is a wealth of information including rubric generators on the Internet to assist the teacher in this process. Four sites worth exploring are:

PBL: Project Based Learning: <http://pblchecklist.4teachers.org>

Rubric Builder: http://landmark-project.com/classweb/tools/rubric_builder.php3

Rubistar: <http://rubistar.4teachers.org/index.php>

Teach-nology: http://www.teach-nology.com/web_tools/rubrics

Testing the Rubric

After creating a rubric, be sure to test its validity by asking the following questions:

- Does it measure the specific task?
- Does it provide all students with an opportunity to succeed at some level?
- Does it yield consistent results?
- Is it easy to understand and use?

Conclusion

Rubrics are useful assessment tools, especially in assignments that are very subjective. Remember that the Internet provides a wealth of free information as well as pre-made rubrics. Word processing skills such as cutting, copying and pasting make it easy to customize pre-made rubrics. The time that is saved in the grading process makes the initial investment time worthwhile. However, most importantly, the growth you see in your students' work will be the greatest reward of all.

	Criteria				Points
	4	3	2	1	
Main/Topic Idea Sentence	Main/Topic idea sentence is clear, correctly placed, and is restated in the closing sentence.	Main/Topic idea sentence is either unclear or incorrectly placed, and is restated in the closing sentence.	Main/Topic idea sentence is unclear and incorrectly placed, and is restated in the closing sentence.	Main/Topic idea sentence is unclear and incorrectly placed, and is not restated in the closing sentence.	---
Supporting Detail Sentence(s)	Paragraph(s) have three or more supporting detail sentences that relate back to the main idea.	Paragraph(s) have two supporting detail sentences that relate back to the main idea.	Paragraph(s) have one supporting detail sentence that relate back to the main idea.	Paragraph(s) have no supporting detail sentences that relate back to the main idea.	---
Elaborating Detail Sentence(s)	Each supporting detail sentence has three or more elaborating detail sentences.	Each supporting detail sentence has at least two elaborating detail sentences.	Each supporting detail sentence has one elaborating detail sentence.	Each supporting detail sentence has no elaborating detail sentence.	---
Legibility	Legible handwriting, typing, or printing.	Marginally legible handwriting, typing, or printing.	Writing is not legible in places.	Writing is not legible.	---
Mechanics and Grammar	Paragraph has no errors in punctuation, capitalization, and spelling.	Paragraph has one or two punctuation, capitalization, and spelling errors.	Paragraph has three to five punctuation, capitalization, and spelling errors.	Paragraph has six or more punctuation, capitalization, and spelling errors.	---
				Total----->	---

ATT Technology News

- The Goldman Lab presented a hands-on workshop for Yeshivas Tiferes Tzvi (YTT) on Creating Rubrics.
- Ida Crown Jewish Academy (ICJA) instituted two new support programs, "Recordings for the Blind and Dyslexic" and Kurzweil Educational Systems.
- The Goldman Computer Department was a featured presenter at the 2006 Illinois Technology Conference for Educators (ICE).
- Thanks to Dr. and Mrs. Theodore Saltzberg's generosity, Arie Crown Hebrew Day School was able to set up a brand new computer lab.

SITES TO EXPLORE

e-Chinuch.org E-Chinuch.org is a wonderful resource tool for the Judaic teacher. Under the umbrella of Torah Umesorah, it functions as a network for Judaic teachers worldwide to share work, ideas, and materials. Over 400,000 downloads have been made from this site. Features include a search engine, a message board, Parsha pages, Jewish clipart and screen savers, and a multimedia library. Visit <http://www.e-chinuch.org/> to explore this site.

discoveryschool.com

DiscoverySchool.com is great! It contains a multitude of teaching resources including a lesson plan library, study starters, clipart, science fair material, and teaching tools. This site also allows the user to create a variety of puzzles, quizzes, and worksheets. By completing its free Custom Classroom registration, the user is given space on the site's server to save any work created using one of their teaching tools. To learn more about DiscoverySchool.com, visit <http://school.discovery.com/>