



Grade 4 Digital Literacy Skills – Multi Media with Word

LEARNING OBJECTIVES: Illustrate how to use Microsoft Word to create and deliver multimedia presentations, such as adding images, audio, and video, in a variety of formats.

TECH SKILLS

- Use a camera on a hand-held devices to take pictures and videos
- Create a multimedia presentation using text, visuals and audio to present research or convey an idea (iMovie, Book creator, Sway, Powerpoint...)
- Add a working hyperlink to a multimedia presentation.
- Use basic drawing tools including pencil, text, paint brush, shape, line, undo, redo and eraser.
- Use text tool to add text features to artwork.

COMPETENCIES

Applied Skills

Students will develop their skills and add new ones through play and collaborative work.

Students can use materials, tools, and technologies in a safe manner, and with an awareness of the safety of others, in both physical and digital environments.

Applied Technologies

Students will explore the use of simple, available tools and technologies to extend their capabilities.

Core Competencies

Communication: Acquiring and Presenting Information

Students will use this lesson to communicate by receiving and presenting information. They will inquire into topics of interest and topics related to their studies. They will acquire information from a variety of sources, including people, print materials, and media; this may involve listening, viewing, or reading, and requires understanding of how to interpret information. They will present information for many purposes and audiences, and their presentations often feature media and technology.

Communication: Focusing on intent and purpose

Students will use this lesson to communicate with intention and purpose. They will understand that communication can influence, entertain, teach, inspire, and help us make sense of the world and our experiences. They will recognize the role the audience plays in constructing meaning, and they make strategic choices to help convey their messages and create their intended impact. They will draw from a range of forms, media, and techniques, monitoring and adjusting their approaches and assessing their effects.

Creative Thinking: Evaluating and developing

Students will use this lesson to reflect on their creative ideas in order to decide which ones to develop. They will consider whether their idea would ultimately support the well-being of self, community, and the land.

MATERIALS: Laptops; Class generated Netiquette goals from Online Chat lesson; Multimedia Teacher Outline; Class Online Chat Poster Example

INSTRUCTIONS:

1. Access Word using the “Interacting with Word with Icons”. Review the Word interface.
2. Access the list of Class Netiquette Goals the class generated during the “Safe Online Chat” lesson. Review this list. Discuss how these might be added to a poster and help remind students of these goals while using technology.
3. Use the “[Word Multimedia-Create Class Netiquette poster teacher outline](#)” for the step by step set of instructions to complete this poster.

<https://learn71.ca/integrating-technology/cybersafety/grade-4-digital-literacy/word-multimedia-tools/>

*It can be done individually or with partners. Students can even “share” and collaborate on the same document.
A complete poster is also located here to use as an example.*

Once completed, these posters can be printed to be posted around the classroom.

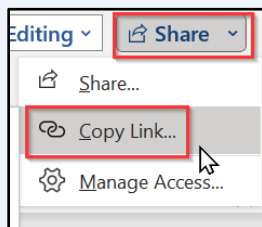


NOTE: There is the option to insert a video in the poster. If this is done and the poster is printed, the image will remain, but the video will not play. One way to “present” the posters so the videos play is to create QR codes from the poster and post these around the classroom for the students to access and scan.

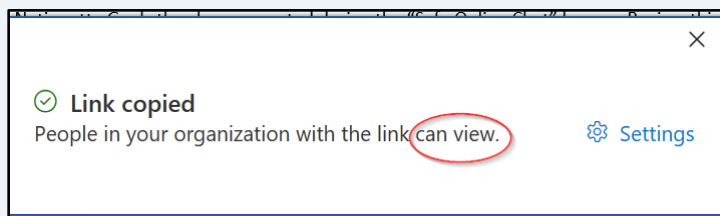


Creating QR Code from a Word document sharable link:

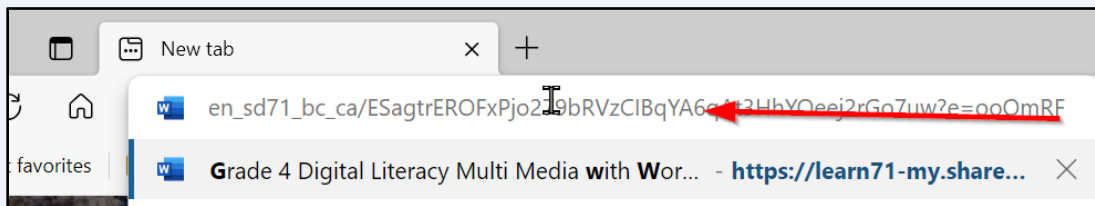
Click on the Share link top right of the screen – Copy link.



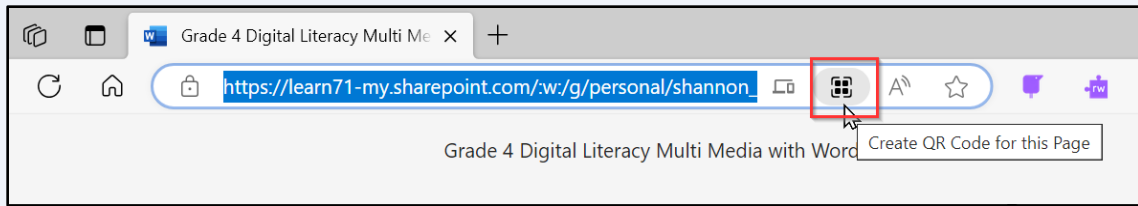
A link will be created with “View Only Access”.



Open Edge. Paste the URL link into the address bar. Press Return on the keyboard.



A small square to the right of the URL will be displayed – click on it. If it doesn't display, click away from the URL and click on it again.



Select "Download".



This will now be located in the student's download folder and can be posted around the classroom. Because the QR codes are not automatically saved as the student's name, it might be an idea for them to rename it before posting/sharing it.