

Objectives for BMS Computer Class 2005

While in Computer Class. Brooklyn Middle School 7th grade students will investigate the three major programs that are part of Microsoft Office. These three programs are Word, Excel and PowerPoint. Students will learn basic formatting and have the opportunity to apply these skills while working on various projects.

Students will also have the opportunity to learn the organization program Inspiration. This program is used by business people and students to encourage logical planning of projects and ideas. Students will also have the opportunity to investigate the Internet. Internet assignments will include evaluating Internet search engines, evaluating web resources, and proper citing of web sources.

Asby, Ruth and Deborah Gore Ohm eds. Herstory: Women who changed the World. New York: Viking 1995.

“Markhan, Lois.” A Gallery of Great Americans.” Kids Discover Aug. Sept. 1996: 6-7.

“Wilma Mankiller.” The 1996 Grolier Multimedia Encyclopedia. Version 8.0.3 CD-ROM. 1996.