

Grade: 4	Strand: Writing	Concept: Creating media text using desktop publishing.
Description of Task:	Students create a Certificate of Appreciation for a special person (e.g. mom, dad, grandma, grandpa, best friend, teacher) using AppleWorks 6 Assistant.	
Expectations:	<p>Writing, Overall Expectations</p> <p>4e1 communicate ideas and information for a variety of purposes and to specific audiences (e.g., write a brief research report on a class investigation for classmates);</p> <p>4e5 produce pieces of writing using a variety of specific forms (e.g., humorous story) and materials from other media (e.g., photo sequence) to enhance their writing;</p> <p>4e6 produce media texts using writing and materials from other media (e.g., a cartoon);</p> <p>4e12 identify various parts of speech (e.g., verbs, adjectives, adverbs);</p> <p>4e21 use synonyms and antonyms;</p> <p>4e22 choose words that are most effective for their purpose (e.g., to describe vividly);</p> <p>4e23 use a dictionary and thesaurus to expand vocabulary;</p> <p>Oral and Visual Communication, Overall Expectations</p> <p>4e52 communicate various types of messages, explain some ideas and procedures, and follow the teacher's instructions;</p> <p>4e70 create a variety of media works (e.g., create an album of camera shots, identifying the different camera angles and distances and commenting on their effects).</p>	
Software Type:	Desktop Publishing Appleworks 6	
Computer Skills Prerequisite	<p>Students must be able to:</p> <ul style="list-style-type: none"> • Run Appleworks • Follow instructions on the screen (using the Assistant). • Add text to a document • Use the writing tools (spell check and thesaurus) 	
Student Instructions: (for teacher)	<p>Tell students that they are going to create a Certificate of Appreciation to express to someone special how much they are appreciated.</p> <p>Discuss the opportunity to use descriptive language, and review with students that adjectives are descriptive words and are used to provide more information about a noun.</p> <p>Teachers may use this opportunity to discuss how we relate to family members in a loving, compassionate and respectful manner.</p>	
Teacher Notes:	<p>Students could create a Certificate of Appreciation for Father's Day, Mother's Day, A Special Friend, Grandmother/Grandfather. You might want to provide coloured paper for printing the Certificate.</p>	
Assessment:	<p>Activity Template File: Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Student Instruction BLM: Y <input checked="" type="checkbox"/> N <input type="checkbox"/></p> <p>Use as formative assessment.</p> <p>Did the student follow the directions to complete the Certificate of Appreciation? (curriculum)</p> <p>Did the student use descriptive language in the personal paragraph? (curriculum)</p> <p>Is the certificate appropriate for the intended recipient? (CGE)</p> <p>Is the spelling and grammar accurate? (curriculum)</p> <p>Does the student demonstrate a loving, compassionate and respectful manner toward family/friends? (CGE)</p> <p>Does the student demonstrate the correct use of the writing tools of the program? (ict)</p>	