

Family Newsletter

Google Documents

Objective: Students will create a newsletter about their family use 2-column format

Resources Available for this Project:

		
Handout / Guide	Google (view only) Students open and copy	Sample

Grade Levels:

- 3, 4, 5

Assessment: Student-created word-processed document and oral presentation

Technology Skills:

- Login to Google Drive
- Open a “view only” document and make a copy of the document
- Use a word processor to reinforce these skills:
 - Insert text in the header area
 - Alignment
 - Line Spacing
 - Numbered List
 - Text formatting
 - Insert images from within Google documents
 - Close a document
- Logout of Google Drive