

Literacy Strategies Session on Electronic Texts

Concept: The Pew Internet and American Life study shows that a great majority of 12-17 year old individuals in the U.S. consider online activities an important part of their life. They use information and communication technologies for socializing and recreation as well as for educational purposes, and much of their use of these tools takes place out of school. Just as teachers need to provide scaffolding to help students understand their textbooks, they need to provide tools for learners to help them deal with the overwhelming variety of information on the Web.

Goals of the session:

As a result of this session, students will be able to

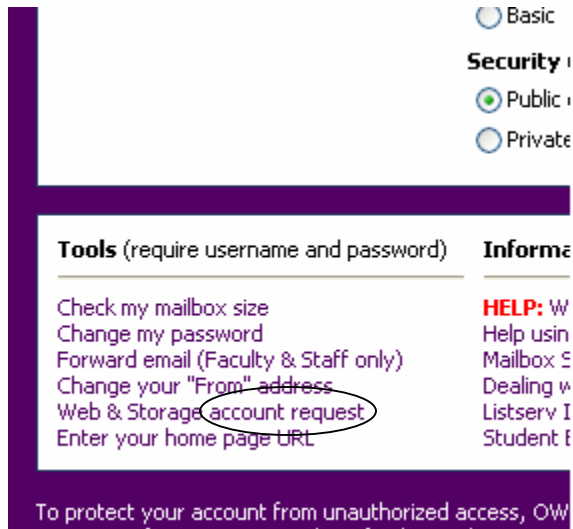
1. Open a Student Storage account, including Web storage, and upload a document to it for access via the World Wide Web
2. Create a simple web page using an Office application (Microsoft Word)
3. Recognize five different types of web pages for instructional use:
4. Tools for assembling resources
 - a. Hotlist (simple list of resources to use)
 - b. Multimedia Scrapbook (like a hotlist, but incorporates multimedia)
5. Developing inquiry and problem solving
 - a. Treasure Hunt
 - b. Subject Sampler
 - c. WebQuest
6. Find and use four important resources for Web-based instruction on the Internet:
 - a. [Filamentality®](#) by AT&T (Under *Build Your Own Web*, click on *Filamentality*)
 - b. The [WebQuest® Page](#) at San Diego State University
 - c. [UW-Whitewater Librarian's List](#) of educators' resources on the Web
 - d. [ReadWriteThink.org](#)

Wisconsin Standards for Teacher Development and Licensure Addressed:

- (1) (1) The teacher understands the central concepts, tools of inquiry, and structures of the disciplines he or she teaches and can create learning experiences that make these aspects of subject matter meaningful for pupils.
- (2) (4) The teacher understands and uses a variety of instructional strategies, including the use of technology to encourage children's development of critical thinking, problem solving, and performance skills.
- (3) (6) The teacher uses effective verbal and nonverbal communication techniques as well as instructional media and technology to foster active inquiry, collaboration, and supportive interaction in the classroom.

1. Open a Student Storage Account

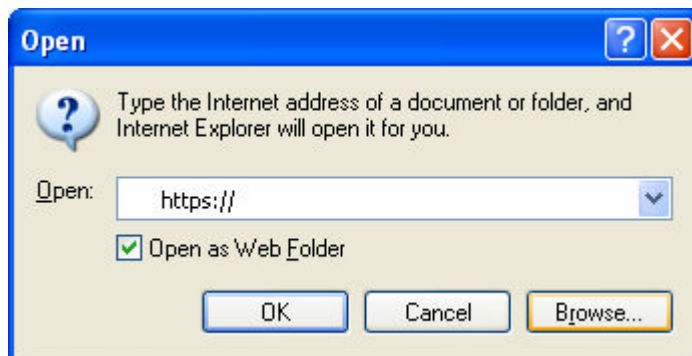
- a. Go to <http://post.uww.edu>
- b. Click on *Tools/Web & Storage Account Request* at bottom of Screen



- c. Enter your Net ID and password and click OK
- d. LOG OUT of your session.
- e. LOG IN again.

2. Find your Web folder

- a. Open Internet Explorer
- b. Click on File/Open. The following appears:

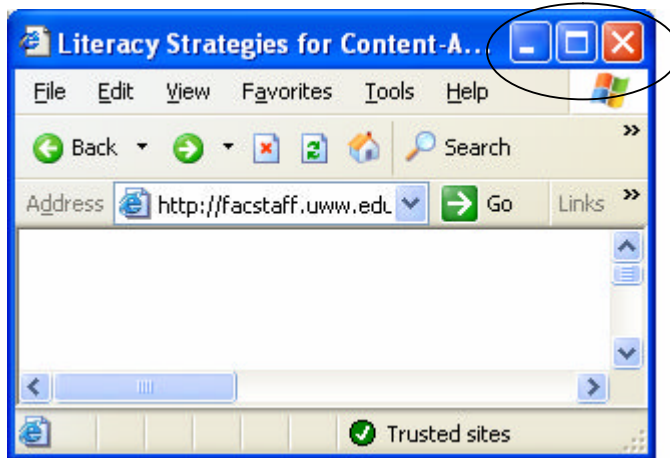


- c. Enter the following, inserting your Net ID where appropriate:

`https://stustorage.uww.edu/yournetid/` *Be sure to substitute your actual NetID!*

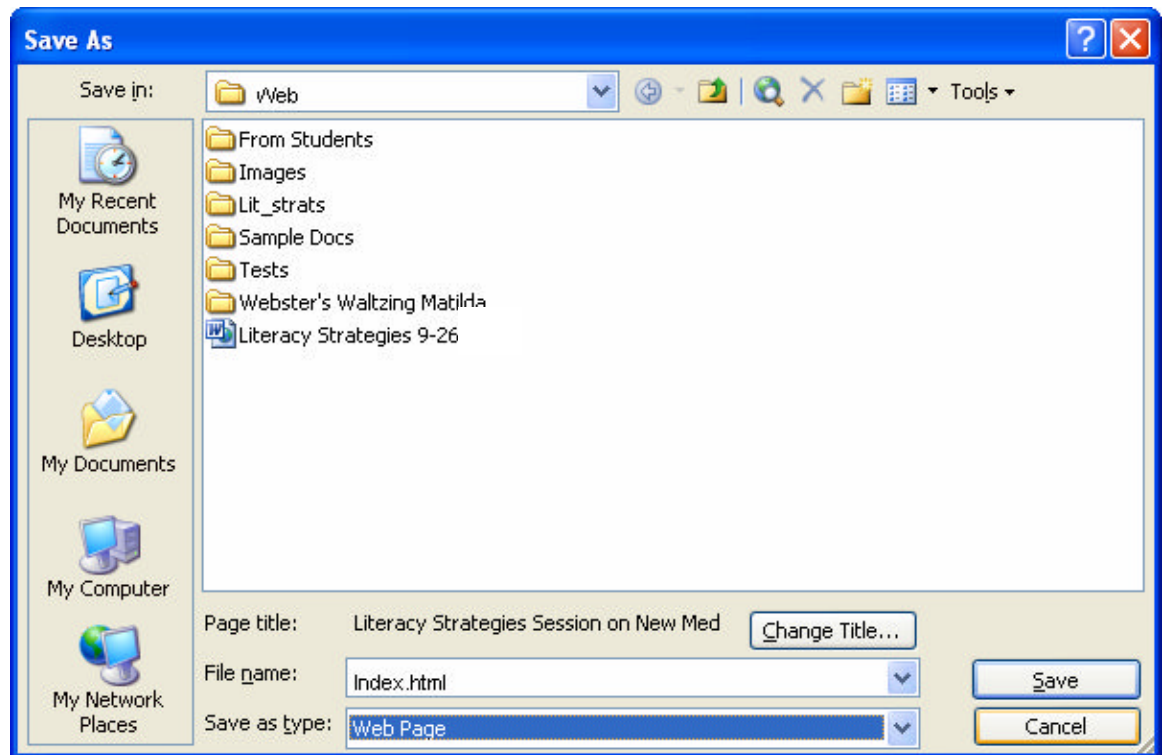
BE SURE TO CHECK THE “Open as Web Folder” BOX

- d. Using the middle icon in the upper right corner of the window, resize the window so that you can drag and drop items from other windows into it.



3. Create a simple Web Page

- a. Open Microsoft Word (Start/Programs/Microsoft Office/Word)
- b. Create some text (e.g., “Ms. Fenstermacher’s Biology Class” followed by some appropriate content)
- c. Add formatting and hyperlinks
 - i. Use Format/Background for background color
 - ii. Use Globe-and-chain link icon to add two types of hyperlinks (follow instructions given in class)
- d. File/Save As/Web Page (NOT “single file web page” or “filtered web page”) with the filename **index** (Word will automatically add “.htm”)
 - i. Save the page in your WEB folder so that it can be accessed via the Internet. (Look for the folder with your NetID in the title.)
 - ii. Note that you can give the web page a **title** that is different from the file name by clicking on the “Change Title” button. The title is the information that appears across the top of the page when someone browses it on the Web.



NOTE: If you create a subfolder, any page you put in it titled “index.html” will automatically appear when someone addresses that folder—no need for the user to type in the actual file name.

This also means that you can save other pages under different names (all ending in .htm or .html) in the same folder as the page you just created, but users will need to type in the complete file names of those pages to be able to see them (e.g., “http://students.uww.edu/yournetid06/pagetwo.htm”).

ALTERNATIVE WAY TO UPLOAD YOUR WEB PAGE using a PC:

Save your page on your computer. Open your Web Folder (which is on the server) using the procedure above. Then open the folder on your computer where you just saved your page, in a different window. DRAG the edited file from the folder on your computer to your Web folder. If your page contains pictures or other add-ons, be sure you also drag the folder with the same name as your page (e.g. “index_files”) into your Web folder along with the page itself.

You may find this method the best way to edit and upload your page when you are at home (Works with Microsoft Internet Explorer only).

4. Check your work

Substitute your actual Net ID!

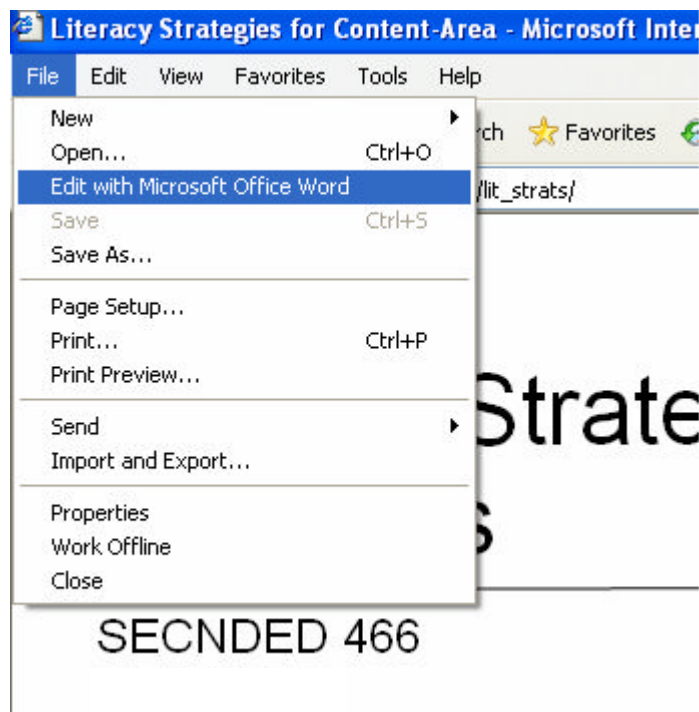
- a. In Internet Explorer, go to <http://students.uww.edu/yournetID/>
- b. Edit as necessary and re-upload your page to stustorage.uww.edu

5. Edit your work after uploading it

Two ways to do this:

If you have Internet Explorer and Microsoft Office on your computer,

- a. Access your page in Internet Explorer
- b. File/Edit with Microsoft Office Word



OR Save the page in your "Private" folder or on a flash drive (or on your computer at home) before editing it: File/**Save As/Web Page, Complete**. If you have any pictures in your page, this will automatically create a folder named `index_files` that contains the pictures—be sure to keep track of this folder and upload it along with your page after you edit it.

Start Microsoft Word and then open the file you just saved to edit it. Once you've edited it, save it to your Web folder again to be able to browse the edited page.