

**Center for Graduate and Professional Studies  
Goucher College – Teachers’ Institute  
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**ED 517 Required Tasks**

Each participant will be responsible for the completing the following and submitting them to Blackboard at the end of the week:

**Portfolio of important sites.....20 points**

During the week you will be finding many Web sites that you will want to share with your students and with other educators. This document will be a list of the most important of these sites. You will include the site name, the URL of the site, and a brief description of it. I will be giving you some suggested formats for the portfolio during the week.

**Organized Bookmarks ..... 10 points**

As you find sites on the Web, you will want to mark them as “Bookmarks” or “Favorites.” You will organize these favorites into categories and save the directory so that you can use these Favorites on other computers.

**Integrated Lesson Activity.....20 points**

The Internet is a useful tool with which to supplement or complement your existing instruction. In using the Internet in this way, students can learn more about Internet use while expanding or enriching their normal curricular experiences. This activity requires you to integrate Internet use in an existing lesson or unit.

**Presentations Project.....20 points**

The World Wide Web is a wonderful source of data for teachers. One way to organize and share some of this data is with PowerPoint. PhotoStory is another application that can effectively present graphics. This task will require you to create a show that incorporates text and graphics you have obtained from the Web.

**Web Page Project .....20 points**

At one time, one had to write Web pages in a “markup language,” and the average teacher had little knowledge about this process. With programs like Word or Front Page, however, anyone can create a Web page. One can also use on-line services to create Web pages. You will be using Google to create a Web page and a Group Page. These will be sites that you can use with your students and with fellow teachers.

**Discussion and Participation ..... 10 points**

All participants are required to be present at all classes and participate in class discussions and activities.

*Goucher College does not issue grade reports. You can obtain your grade approximately 3 weeks after concluding the course by going to the Goucher website (mygoucher) and follow the prompts to receive your grade. If you have misplaced your password, please contact the help desk and they will walk you through this procedure (410-337-6322).*

*If you need a paper copy of grades for tuition reimbursement, you will need to request a transcript in writing. You can fax your request to Student Administrative Services (SAS) at 410-337-6504 or mail to SAS at*

*Goucher College, SAS  
1021 Dulaney Valley Road  
Baltimore, MD 21204*

*There is no charge for this request. Please allow 3-5 working days to process. To access the transcript request form, please go to <http://www.goucher.edu/x1891.xml>*