



Computer Fun

Communication and Getting to Know You

Computer Fun

**Get Set Up
Just the
Basics**



**Computer
Artist**



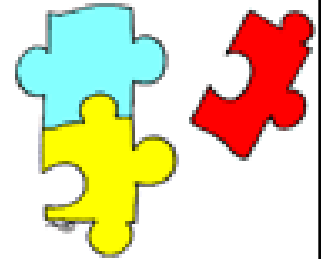
**Desktop
Publishing**



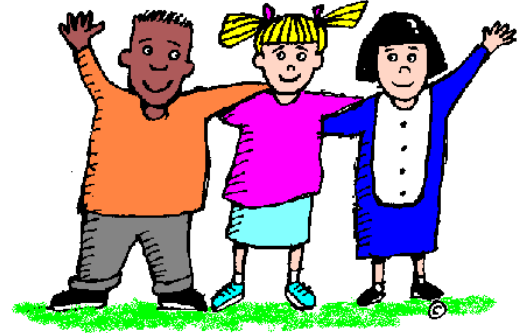
**Get
Practical**



**Comparison
Shopping**



Get Set Up Just the Basics



- Being Safe
- Learns parts of the computer
- Ergonomics
- Word processing features



Lab Rules

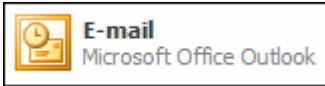
- Sign the Internet Safety Pledge No food or drinks
- No horseplay, scuffling, running
- A Girl Scout always leaves a place nicer than she finds it – room and computer!
- Don't copy music, software, or images unless they are free



Internet

What is the Internet?

- A global network connecting millions of computers





Internet Safety

- Safety rules are the same in the world as online.
- Don't give out personal information.
- Visit websites for kids only.
- Ask your parents
- Girl Scout Internet Safety Pledge

Internet Safety Practice

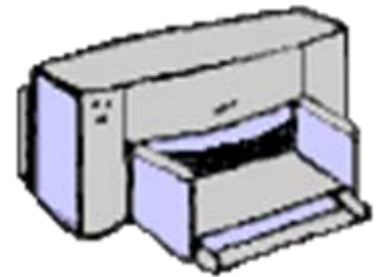
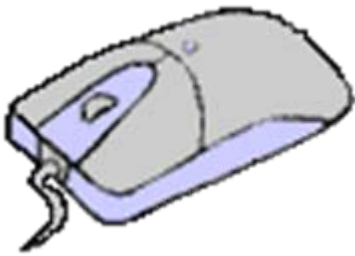
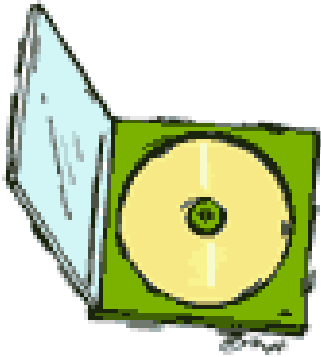


Computer Lab Time

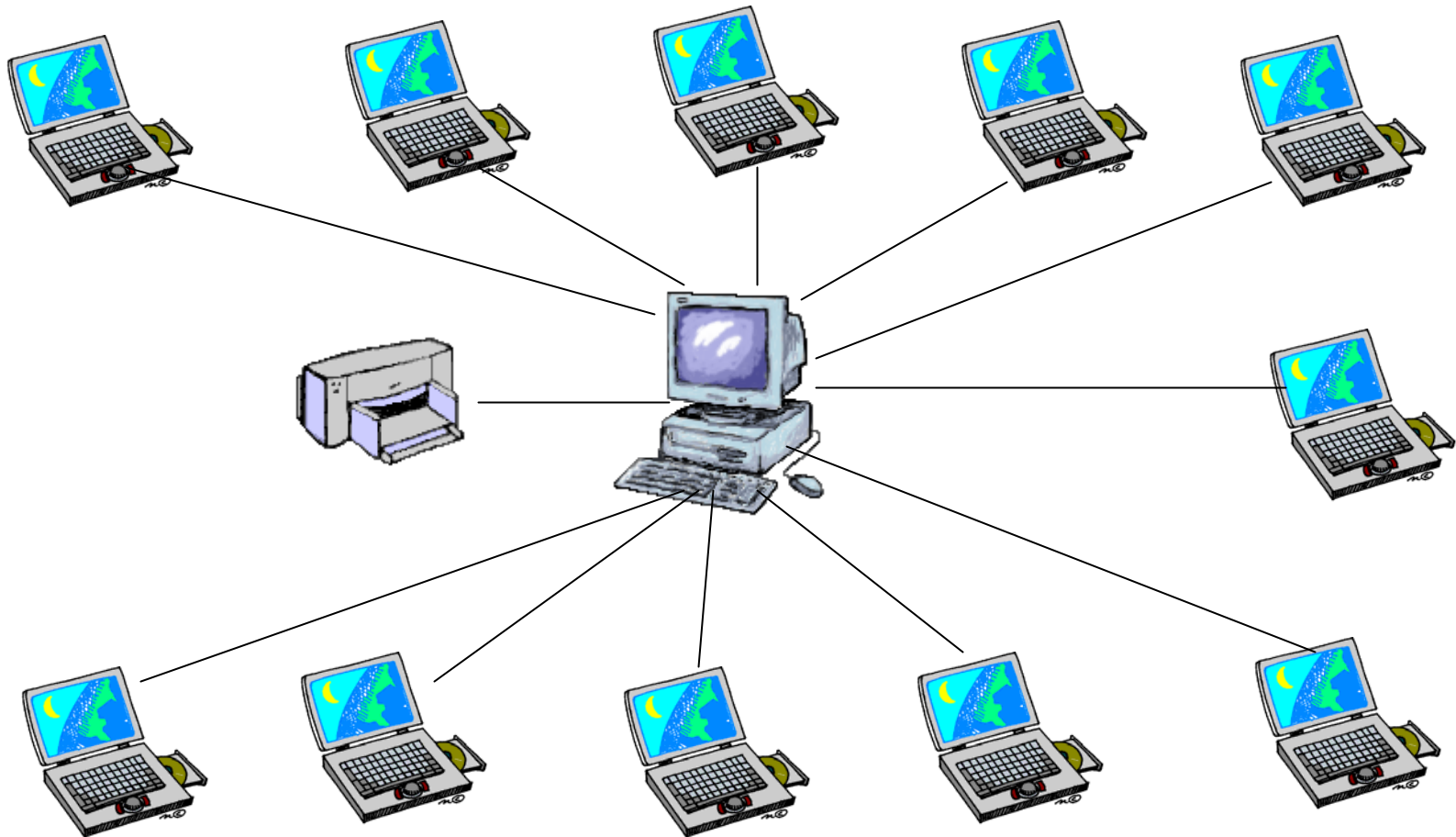


Teach Me
Show Me
Let Me Try

Technology



Computer Lab





Some basic terms

- **Hardware** the physical parts of the computer.
- **Software** the programs (instructions) that tell the computer what to do
- **Data** individual facts like first name, price, quantity ordered
- **Information** data which has been massaged into a useful form, like a complete mailing address
- **Default** the original settings; what will happen if you don't change anything.

Caring for the Hard Disk



- Don't close the lid if you get stuck!

The Keyboard





Computer Ergonomics Tour

- Mouse
- Computer Screen
- Windows



Do this now

- Go to “My Documents” from the Start or from the desktop
- Create a folder in “My Documents”
- Use your name as the folder name
- This is where you will save all your files



Explore Microsoft Word

- Start the program

- Start Menu > All Programs > Microsoft
- Practice using the spell checker by writing a familiar nursery rhyme.
- Create numbered or bulleted lists
- Short cut keys? Ctrl-S, Ctrl-B and Ctrl-Z



Digital Images



Desktop Publish



Get Practical

Type With Spongebob





Comparison Shopping



Products people use to conduct business?

- Blackberry
- Wireless Internet Connection
- Notebooks/Laptops
- Cell Phones