



City of New York
Parks & Recreation
www.nyc.gov/parks

Computer Resource Centers
Electronic Curricula

Center Newsletters

Overview

Subject: Reading, Writing and Art

Age Level: 5 years and up

Performance Standards Information

Writing E2d

The student produces a narrative procedure that:

- Engages the reader by establishing a context, creating a persona, and otherwise developing reader interest

Makes use of appropriate writing strategies such as creating a visual hierarchy and using white space and graphics as appropriate

Activity Goals

- To provide a space that celebrates the artwork and writing of our afterschool participants.

Skills children will learn from the activity

- How to write in multiple literary genres
- How to work using drafts
- How to use graphic software programs
- Basic layout and design skills
- How to use Microsoft Word

Materials needed

- Lined and blank paper
- Pencils/Pens
- Erasers
- Dictionaries
- Thesauruses
- Markers/Crayons
- Computers
- Draft Folders

Prerequisites

- Children should be familiar with how to use KidPix.
- Children should be able to write basic sentences.
- Children must be informed of computer room rules.
- Children must know how and where to save their work.

Procedure

1. Have the children sit in a circle or in a group where their faces are visible and conversation can be clearly heard.

2. Tell the children what the topic of the newsletter is going to be, or ask them what they are going to be working on if they are writing a general newsletter article.
3. Then have the students divided into groups. If you are doing a special topic newsletter, make sure that all of the students write a draft first so that you can proof it before the child begins to work on the computer. It will make whatever time they spend on the computer much more productive, and children will then be able to focus on word processing.
4. Have students open and save their work from their folders on the people drive.
5. Layout the newsletter in PageMaker and save it on a zip disk for CRC to catalogue and print.

The best aspect of our newsletter is that it provides a showcase for our children's work to shine. It maintains the necessary elements of structure without hindering the creativity and challenge that our computer activities provide. The newsletter proves to our participants that the work they do is considered important. To supervisors and potential donors, the newsletters show how great our programs and activities really are.

Sample

