



CLICK it

To The Future

Grade 3

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To The Future

Author

Dina Talal Khuffash

Editor

Neda AbdelHamid

CLICK it : To the Future



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Published by LKD Educational Resources

Tel : +962 6 5374141 | Fax: +962 6 5516404

P. O. Box: 851346 Amman, Jordan 11185.

E-mail : info@lkd.com.jo

Website : www.lkd.com.jo

First Published 2010

ISBN: 978-9957-532-02-4

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Chapter 1



This chapter is a review of some important concepts that were covered in Grade 2 such as.

- The Computer Lab Rules and Computer parts.
- Microsoft Word and typing.
- Search engines.

Lab Rules

Once you enter the computer lab, make sure to always follow these rules.

- Enter the lab quietly.
- Sit in your place.
- Make sure to listen to directions.
- No eating or drinking in the Computer Lab at any time.
- Voices should be kept to a whisper voice.
- Make sure you keep the lab neat and clean.
- Whenever you have any questions, just raise your hand
- Take good care of the computer lab equipment.



Hardware and Software

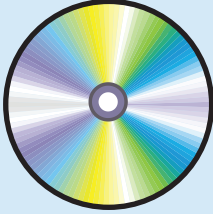

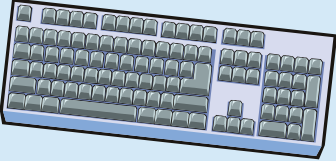
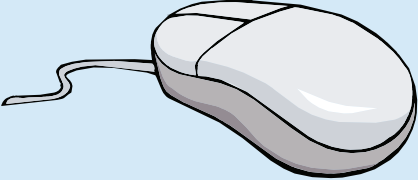

Can you remember the definition of a computer?

A Computer is a device that helps people do many things in a fast organized way.

To have a functional computer system, it must have hardware and software.

Hardware are the physical parts of the computer and software are the programs that give instructions to the computer in order to function.

Now, For each picture circle whether it's hardware or software:

	<p>Hardware</p> <p>Software</p>
	<p>Hardware</p> <p>Software</p>
	<p>Hardware</p> <p>Software</p>
	<p>Hardware</p> <p>Software</p>
	<p>Hardware</p> <p>Software</p>

Microsoft Word

MS Word is one of the MS Office programs; this software is very helpful especially for typing.



Some features of MS Word are:

- Different selections of fonts' styles and sizes.
- Different page layout.
- Automatic spell check.
- Automatic grammar check.
- Quick inserting of pictures, page numbers, date & time and more.

Lab Activity

Follow the instructions below, and place a ✓ when you complete each task.

Activity	✓
Type the following: Albert Einstein said: “It’s not that I’m so smart, it’s just that I stay with problems longer.”	
Make the title in bold, Italics and underlined.	
Change the paragraph font size to 18.	
Change the title font size to 26.	
Highlight the title using a green highlighter.	
Save your document, as “your name”.	

More Activity Practice

Follow the instructions below, and place a ✓ when you complete each task.

Activity	✓
Open MS Word and open your document.	
Change the paragraph font color to blue, and underline it.	
Now type the following: Walt Disney said: "If you can dream it, you can do it."	
Change the title to bold, and font size 28.	
Change the paragraph font size to 18, Color Blue.	
Print your work and hand it in to your teacher.	

Good Job!

The Internet

Do you remember how to open the web browser?

Open your web browser (Internet Explorer)



Lab Activity

Your teacher will give you a website address. Answer the questions below.

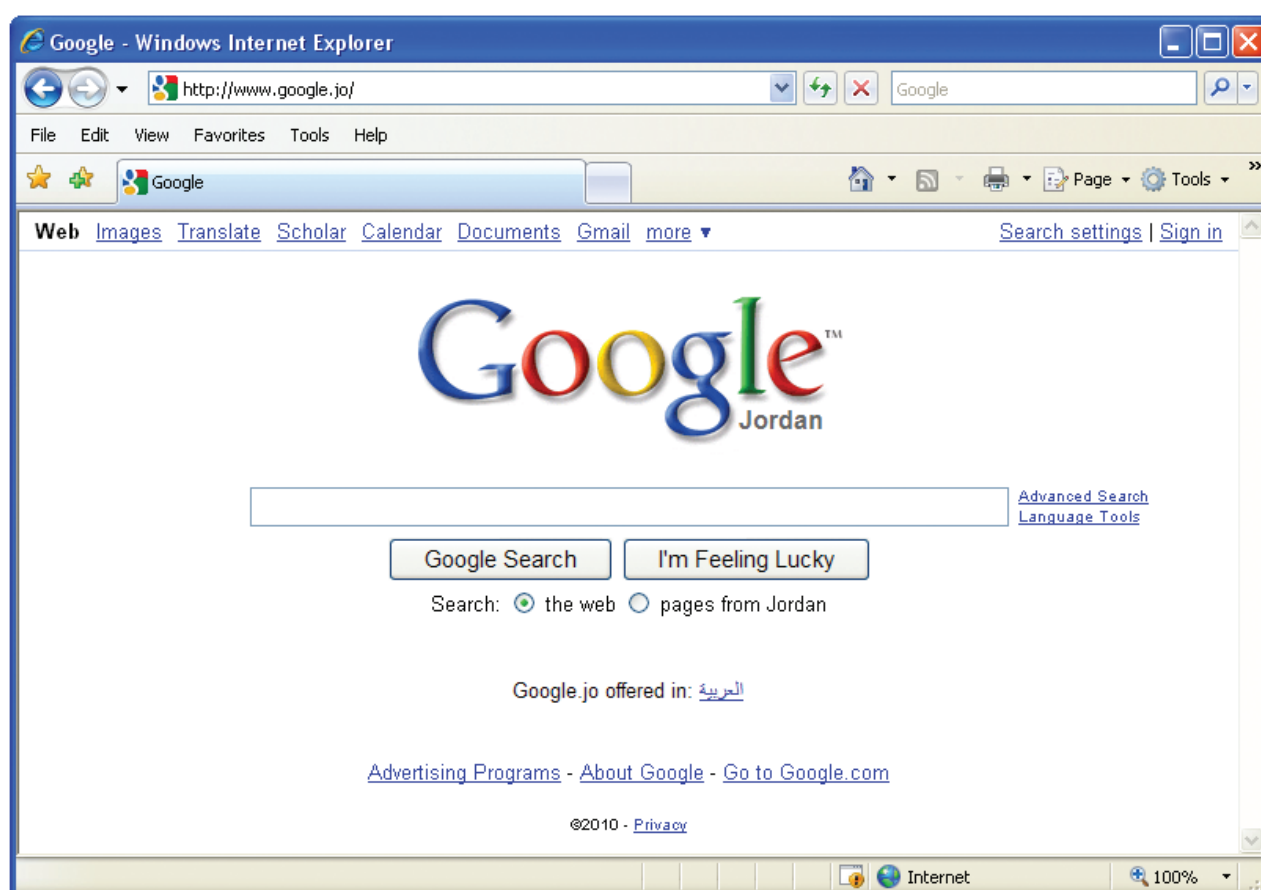
1. How many hyperlinks does the website have?

Name 2 hyperlinks you can see on the website:

2. Print this webpage.
3. On the print out, circle the URL address, and write "URL".
4. On the print out, circle the favorites button, and write FAVORITES.
5. Add the website to your favorites.

Now, go to www.google.com

1. Type your favorite TV show or your favorite cartoon character.
2. Choose one of the resulted websites, click on it.
3. Print the page and hand it to your teacher.



Computer Word Search

S	R	D	W	E	B	P	A	G	E
H	W	E	B	S	I	T	E	G	L
Y	D	I	M	E	Z	S	Y	F	G
P	B	B	Z	S	A	O	F	E	O
E	Q	V	W	U	P	F	V	L	O
R	T	C	B	Z	S	T	T	X	G
L	D	H	A	R	D	W	A	R	E
I	Q	M	K	W	K	A	N	X	A
N	V	O	D	A	J	R	U	T	E
K	O	D	J	X	O	E	M	Z	T

1: Hardware 2: Software 3: Web page 4: Google

5: Computer 6: Website 7: Hyperlink

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