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Computer Apps for Kids with Microsoft Office 2013, Sandra Gaiser, G & M Consulting, 2014, , . A 34-week course for the classroom or at home. Step-by-step instructions for each of the 34 fun projects are provided, along with 1 day of practice after each lesson. Students learn Word, Excel, PowerPoint and Publisher using the 2013 versions..

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A great course for students to go beyond playing with the computer and learn to produce fun projects with Microsoft Office 2010! Watch their confidence grow each week with each completed project! Use Microsoft Word to write a letter and then make a matching envelope! Use Microsoft Excel to make a pie chart of a bag of colored candies! Use Microsoft Publisher to create beautiful address labels! My students love to go home and show their parents what they've learned! This book is great for homeschoolers, too, as parents can learn right along with their children. Happy learning!

Spend the summer having fun & getting more productive with a computer! A short, enjoyable way to teach your child (or groups of children) the fun and usefulness of Microsoft Office 2010 applications! Use Microsoft Word to make a book report look like a newspaper article! Use Microsoft Excel to make a summer reading log to track their reading progress! Use Microsoft Publisher to make their own business cards! Kids and parents both love it and learn a lot! Enjoy!

Sandra Gaiser loves teaching, first homeschooling her own children, and then helping teach technology to other homeschoolers through One Day Academy. She also assists senior citizens with their technology needs. Her education includes a MA and a BS in Communications, with a minor in Cognitive Psychology. In an effort to learn how humans learn, she helped design and run experiments measuring attention to television programs. This led an in-depth knowledge of computer technology. This strong knowledge of computers and biomedical statistics got her a job working as a statistician for the Texas Department of Criminal Justice. By the time she left 5 years later, she was a Systems Analyst designing and installing personal computer networks agency-wide. They hired a team of 7 people to replace her position. Next, as an contract computer consultant, she worked at numerous state agencies and some of the largest law firms in Texas, installing hardware, software, training users & writing system documentation. Only 4 years later, started her own computer consulting business called G & M Consulting. After too many long hours and 2 children, she realized her heart was in teaching others technology, and those who really needed it: senior citizens and kids. Then, after the public school system failed her son, she decided to try homeschooling and has never looked back since. In 2006, while looking to earn some extra money, she heard of a homeschooling enrichment program called One Day Academy. There her love of teaching and skill with technology came together. She now enjoys teaching homeschoolers (and their parents!) the technology they need to know including keyboarding, office applications, web design, programming, database design and computer science. The Computer Instructions Series

was born out of a need for rigorous curriculum for homeschoolers to be used in a weekly classroom or at home. Other titles in the series include: â€¢ Keyboarding for Homeschoolers â€¢ Computer Apps for Kids (a summer course & a full-year course) â€¢ Web Design for Kids

Sandra Gaiser loves homeschooling her children, teaching technology to other homeschoolers through One Day Academy, and teaching adults through her consulting firm. She earned an MA and a BS in Communications, with a minor in Cognitive Psychology by designing experiments measuring attention to television. This knowledge of technology & statistics got her a job as a statistician for a large state agency. Five years later, she left as a Systems Analyst. Next, she was a consultant to many state agencies & the largest law firms in Texas. Four years later, she started G & M Consulting. In 2006, she found One Day Academy, a homeschool enrichment program. There she teaches keyboarding, office applications, web design, programming & computer science. Her Computer Instructions Series was born out of a need for technology curriculum for kids & teens. Other titles in the series include: â€¢ Keyboarding for Homeschoolers â€¢ Computer Apps for Kidsâ€¢Summer text â€¢ Web Design for Kids

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