

Create a Self-Grading Quiz with AppleWorks by Lorrie Jackson

WHY A TECHTORIAL?

What will I learn today?

You will learn how to create a self-grading quiz with AppleWorks.

What hardware and/or software does the techtorial apply to?

The techtorial applies to AppleWorks 6.

Which National Educational Technology Standards for Teachers does the techtorial address?

The techtorial will help teachers accomplish standard IIIA in particular.

The International Society for Technology in Education (ISTE) has developed a set of National Educational Technology Standards for Teachers. Standards or Performance Indicators are included for each techtorial to help teachers and administrators improve technology proficiency. For a complete description of the standards indicated, go to NETS for Teachers.

CREATE A SELF-GRADING QUIZ IN APPLEWORKS

Are you looking for a new way to motivate students to learn material for an upcoming test? How about creating a self-grading, Halloween-themed quiz -- in which the answers seem to appear from nowhere. All it takes is three easy steps.

STEP ONE: THE BACKGROUND

Begin with the background:

- Open AppleWorks and select Word Processing.
- Click the 100 at the bottom left corner of the browser window and choose 75 percent. (You now can see the entire document.)
- If you can't see the program's drawing tools, click Window>Show Tools.
- Click the rectangle icon in the drawing tools, and draw a rectangle that reaches to each margin on the page. (You should see a faint line that tells you where the top, bottom, and side margins are; try to make the rectangle that big.)
- Click Arrange>Send to Back.
- Your page now should look like this:
- Save your work as Spooky Quiz.

STEP TWO: ADD QUESTIONS AND ANSWERS

Next, create the content:

- Click the Word Processing icon at the top left of the Tools bar. (It looks like a blue A on a piece of notebook paper.)
- Click the 75 at the bottom left corner of the browser window and choose 100 percent again.
- Click the left margin tab on the ruler at the top of the document, and drag it to the right until the left margin is set at 1.5 inches.
- Hit Return.
- Click the center align icon, and type Spooky Quiz. Hit Return.
Note: For the purpose of this techtorial, you are going to create a quiz on state capitals. If you prefer, you can use actual classroom content instead.
- Click the left align icon, and type the following directions:
"Let's review what we know about state capitals. Write the correct answer to the right of each question. When everyone is ready, I'll show you a secret to make the correct answers appear before your very eyes!"
- Hit Return twice, and then type: 1. What is the capital of Kentucky?
- Hit Return and type: Correct Answer? Frankfort.
- Hit Return and type: What is the capital of California?
- Hit Return and type: Correct Answer? Sacramento.
- Hit Return and type: What is the capital of Texas?
- Hit Return and type: Correct Answer? Austin.
Your page should look like this:
- Save your work.

STEP THREE: MAKE THE ANSWERS DISAPPEAR

To make the answers disappear:

- Highlight the words Correct Answer? Frankfurt.
- Click Text>Text Color and select white (top left color).
Ta-da! The words have disappeared! (Actually, they're still there; but the white text now is hidden by the white fill color of the rectangle you drew earlier.
- Repeat the step above for each answer to the quiz.
- Save your work.

THE GREAT REVEAL

Save a copy of the Spooky Quiz document to each student computer in your classroom or lab. Have each student open the document and type his or her answers to the right of each question. When students have completed the quiz, ask them to:

- Click the big black arrow near the top of the program's Tools bar.
- Click the line that appears to be the border around the quiz (but that actually is the edge of the white rectangle!). Note: Students will know they have clicked the correct line when small black squares appear at each corner and at the midpoints of each line.
- Click the color choices near the bottom of the Tools bar, and then choose a Halloween color, such as orange.
Ta-da! Magically, the ghostly answers now have appeared!

TELL ME MORE!

Where can I find more information?

AppleWorks Activities for more great ideas.

<http://www.canby.k12.or.us/technology/Integration/appleworks/appleworks.html>

AUTHOR NAME: Lorrie Jackson

AUTHOR EMAIL: ljackson@educationworld.com