Bloom’s Digital Taxonomy

It’s not about the tools, it’s using the tools to facilitate learning.

Andrew Churches
http://edorigami.wikispaces.com
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Bloom's Digital Taxonomy

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Synopsis:
Bloom's Taxonomy and Bloom's Revised Taxonomy [2] are key tools for teachers and instructional designers. Benjamin Bloom published the original taxonomy in the 1950’s and Lorin Anderson in 2000 [2]. Since the most recent publication of the taxonomy there have been many changes and development that must be addressed.

So, this is an update to Bloom's Revised Taxonomy [2] to account for the new behaviours, actions and learning opportunities emerging as technology advances and becomes more ubiquitous. Bloom's Revised Taxonomy [2] accounts for many of the traditional classroom practices but does not account for the new technologies and the processes and actions associated with them, nor does it do justice to the “digital children”[8], or as Marc Prensky describes them the “Digital Natives”[7].

The Original taxonomy and the revised taxonomy by Anderson and Krathwohl [2] are both focused within the cognitive domain. As a classroom practitioner, these are useful but do not address the activities undertaken in the classroom. This Digital Taxonomy is not restricted to the cognitive domain rather it contains cognitive elements as well as methods and tooling. These are the elements that as a practitioner I would use in my classroom practice. Like the previous taxonomies, its is the quality of the action or process that defines the cognitive level, rather than the action or process alone.

While Bloom's in its many forms, does represent the learning process, it does not indicate that the learners must start at the lowest taxonomic level and work up. Rather, the learning process can be initiated at any point, and the lower taxonomic levels will be encompassed within the scaffolded learning task.

An increasing influence on learning is the impact of collaboration in its various forms. These are often facilitated by digital media and are increasingly a feature of our digital classrooms.

This taxonomy is not about the tools and technologies, these are just the medium, instead it is about using these tools to achieve, recall, understanding, application, analysis, evaluation and creativity.

Have our classrooms changed that much?
Introduction and Background:

Bloom’s Taxonomy

In the 1956, Benjamin Bloom, an educational psychologist working at the University of Chicago, developed his taxonomy of Educational Objectives. His taxonomy of learning objectives has become a key tool in structuring and understanding the learning process.

He proposed that learning fitted into one of three psychological domains (see below illustration 1):
- the Cognitive domain – processing information, knowledge and mental skills
- the Affective domain – Attitudes and feelings
- the Psychomotor domain – manipulative, manual or physical skills

Benjamin Bloom is best know for, Bloom's Taxonomy which examines looks at the cognitive domain. This domain categorises and orders thinking skills and objectives. His taxonomy follows the thinking process.

Simply; You can not understand a concept if you do not first remember it, similarly you can not apply knowledge and concepts if you do not understand them. It is a continuum from Lower Order Thinking Skills (LOTS) to Higher Order Thinking Skills (HOTS). Bloom describe each category as a noun. They are arranged below in increasing order, from lower order to higher order.
Lower Order Thinking Skills (LOTS)
- Knowledge
- Comprehension
- Application
- Analysis
- Synthesis
- Evaluation

Higher Order Thinking Skills (HOTS)

Bloom’s Revised Taxonomy

In the 1990’s, a former student of Bloom, Lorin Anderson with David Krathwohl, revised Bloom's Taxonomy and published Bloom's Revised Taxonomy in 2001 [2].

Key to this is the use of verbs rather than nouns for each of the categories and a rearrangement of the sequence within the taxonomy. They are arranged below in increasing order, from lower order to higher order.

Lower Order Thinking Skills (LOTS)
- Remembering
- Understanding
- Applying
- Analysing
- Evaluating (Revised position)
- Creating (Revised position)

Higher Order Thinking Skills (HOTS)

Anderson and Krathwohl considered creativity to be higher within the cognitive domain than evaluation.

Drawing 1: Bloom's Taxonomy
Drawing by A Churches

Drawing 2: Bloom’s Revised Taxonomy
Drawing by A Churches
Bloom's Revised Taxonomy Sub Categories

One of the key revisions in the Revised Bloom's Taxonomy was the change to Verbs for the actions describing each taxonomic level.

Lower Order Thinking Skills (LOTS)
- Remembering - Recognising, listing, describing, identifying, retrieving, naming, locating, finding
- Understanding - Interpreting, Summarising, inferring, paraphrasing, classifying, comparing, explaining, exemplifying
- Applying - Implementing, carrying out, using, executing
- Analysing - Comparing, organising, deconstructing, Attributing, outlining, finding, structuring, integrating
- Evaluating - Checking, hypothesising, critiquing, Experimenting, judging, testing, Detecting, Monitoring
- Creating - designing, constructing, planning, producing, inventing, devising, making

Higher Order Thinking Skills (HOTS)

These verbs describe many of the activities, actions, processes and objectives we undertake in our daily classroom practice. They do not address the newer objectives, processes and actions presented by the emergence and integration of Information and Communication Technologies (ICT) into the live of ourselves and our students; into our classrooms and increasingly into almost every activity we undertake.

To address this deficit we must again revise the taxonomy and digitise it, hence Bloom's Digital Taxonomy.

Bloom's as a learning process.

Bloom’s in its various forms represents the process of learning. It has been simplified in some case like the three story intellect (Oliver Wendell Holmes and Art Costa), but it still essentially represents how we learn.

Before we can understand a concept we have to remember it

Before we can apply the concept we must understand it

Before we analyse it we must be able to apply it

Before we can evaluate its impact we must have analysed it

Before we can create we must have remembered, understood, applied, analysed, and evaluated.

Some people may argue about that you do not require some of the stages for each and every task, action or process; some too may argue about the necessity to reach the creation level for all activities. This is the choice of the individual.

Is it important where you start? Must I start with remembering?
I don't think it is. The learning can start at any point, but inherent in that learning is going to be the prior elements and stages.
**Bloom’s Digital Taxonomy and Collaboration.**

In Drawing 3 (Page 6), Collaboration is included as a separate element as well as some elements being shared. Collaboration can take many forms (see above) and value of the collaboration can vary hugely. This is often independent of the mechanism used to collaborate. Also collaboration is not an integral part of the learning process for the individual, you don't have to collaborate to learn, but often your learning is enhance by doing so. Collaboration is a 21st Century skill of increasing importance and one that is used throughout the learning process. In some forms it is an element of Bloom's and in others its is just a mechanism which can be use to facilitate higher order thinking and learning.

**Collaboration is not a 21st Century Skill, it is a 21st Century Essential.**

In a recent blog post from the official google blog, Google identified the following as key traits or abilities in 21st Century Employees:

“... **communication skills.** Marshalling and understanding the available evidence isn't useful unless you can effectively communicate your conclusions.”

“... **team players.** Virtually every project at Google is run by a small team. People need to work well together and perform up to the team's expectations.” [9]


If we look at UNESCO's publication “**The four pillars of Education.** Learning: The Treasure within” Collaboration is a key element of each of the four pillars.

- Learning to know
- Learning to do
- Learning to live together
- Learning to be

([http://www.unesco.org/delors/fourpil.htm](http://www.unesco.org/delors/fourpil.htm)) [10]

So to prepare our students, our teaching should also model collaboration. A vast array of collaborative tools are available; wikis, classroom blogs, collaborative document tools, social networks, learning management systems - Many are available at no cost. If you have not yet tried them, look at:

- wikis – wet paint and wiki spaces
- Classroom blogs – edublogs, classroomblogmeister, blogger
- Collaborative document tools – Google documents, zoho documents, adobe Buzzword
- Social Networks – ning
- learning managements systems – Moodle, Blackboard, Web CT, First Class.

These tools are enablers of collaboration, and therefore enablers of 21st century teaching and learning. [11]
Is knowledge or content important?

The answer to this question is of course YES. While a goal we often hear is for our students to create knowledge, we must scaffold and support this constructivist process. The knowledge we give them forms the foundation of their learning cycle or process. The process was aptly described in a recent presentation by Michael Stevenson VP Global Education from Cisco on Education 3.0 [12].

We need to teach knowledge or content in context with the tasks and activities the students are undertaking. Our students respond well to real world problems. Our delivery of knowledge should scaffold the learning process and provide a foundation for activities. As we know from the learning pyramid content or concept delivered without context or other activity has a low retention rate.

Thinking skills

Thinking Skills are key. While much of the knowledge we teach may be obsolete within a few years, thinking skills once acquired will remain with our students for their entire lives. Industrial age education has had a focus on Lower Order Thinking Skills. In Bloom’s taxonomy the lower order thinking skills are the remembering and understanding aspects. 21st Century pedagogy and learning focuses on moving students from Lower Order Thinking Skills (LOTS) to Higher Order Thinking Skills (HOTS).

The 21st Century Teacher scaffolds the learning of students, building on a basis of knowledge recall and comprehension to use and apply skills; to analyse and evaluate process, outcomes and consequences, and to make, create and innovate. [11]
Remembering

While the recall of knowledge is the lowest of the taxonomic levels it is crucial to learning. Remembering does not necessarily have to occur as a distinct activity for example the rote learning of facts and figures. Remembering or recall is reinforced by application in higher level activities.

The following are some of the key terms for this aspect of the Taxonomy.
- Recognising
- Listing
- Describing
- Identifying
- Retrieving
- Naming
- Locating
- Finding

Anderson and Krathwohl's taxonomy – Remembering

1. Remembering: Retrieving, recalling or recognising knowledge from memory. Remembering is when memory is used to produce definitions, facts or lists, or recite or retrieve material.

Key to this element of the taxonomy in a digital medium is the retrieval of material. The growth in knowledge and information means that it is impossible and impractical for the student (or teacher) to try to remember and maintain all of the current relevant knowledge for their learning.

The digital additions and their justifications are as follows:
- **Bullet pointing** - This is analogous with listing but in a digital format.
- **Highlighting** – The highlighter is a key tool in productivity suites like Microsoft Office or open Office.org. By encouraging students to pick out and highlight key words and phrases we reinforce recall and memory.
- **Bookmarking or favouriting** – the process is where the students mark for later use web sites, resources and files. Students can then organise these.
- **Social networking** – this is where people develop networks of friends and associates. It forges and creates links between different people. Like social bookmarks (see below) a social network can form a key element of collaborating and networking
- **Social bookmarking** – this is an online version of local bookmarking or favourites, It is more advanced because you can draw on others bookmarks and tags. While higher order thinking skills like, collaborating and sharing, can and do make use of these skills, this is its simplest form - a simple list of sites saved to an online format rather than locally to the machine. In its more advanced forms Social bookmarking displays understanding. See the starter sheet on delicious.
- **Searching or “googling”** - Search engines are now key elements of students research. At its simplest for (here) student are just entering a key word or phrase

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into the basic entry pane of the search engine. This skill does not refine the search beyond the key word or term.

### Key Terms - Remembering:
Recognising, Listing, Describing, Identifying, Retrieving, Naming, Locating, Finding, Bullet pointing, Highlighting, Bookmarking, Social networking, Social bookmarking, Favouriting/local bookmarking, Searching, Googling

### Remembering and Digital Activities

<table>
<thead>
<tr>
<th>Remembering*</th>
<th>Possible Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recalling specific information (Recall or recognition of specific information). <strong>Recognising, Listing, Describing, Identifying, Retrieving, Naming, Recitation, Locating/Finding, Bullet pointing, Highlighting, Bookmarking, Social networking, Social bookmarking, Favouriting/local bookmarking, Searching, Googling.</strong></td>
<td><strong>Recitation</strong> (Word Processing, Mind map, flashcards, presentation tools)</td>
</tr>
<tr>
<td></td>
<td><strong>Quiz/Test</strong> (Online tools, Word Processing *(local – Word, Staroffice, Open Office or online – Google Documents, Zoho Documents, Thinkfree etc.), Cue sheets)</td>
</tr>
<tr>
<td></td>
<td><strong>Flashcards</strong> (Moodle, Hot potatoes, scorm objects)</td>
</tr>
<tr>
<td></td>
<td><strong>Definition</strong> (Word Processing – bullets and lists, (local – Word, Staroffice, Open Office or online – Google Documents, Zoho Documents, Thinkfree) simple Mind maps, wiki, Moodle Glossary, Online services like Ask.com, Cloze exercises, )</td>
</tr>
<tr>
<td></td>
<td><strong>Fact</strong> (Word Processing – <em>bullets and lists</em>, Mind maps, internet, discussion boards, email)</td>
</tr>
<tr>
<td></td>
<td><strong>Worksheet/book</strong> (Word Processing, Mind map, Web, clozed activities)</td>
</tr>
<tr>
<td></td>
<td><strong>Label</strong> (Word Processing, graphics tools)</td>
</tr>
<tr>
<td></td>
<td><strong>List</strong> (Word Processing – <em>bullets and lists</em>, Mind map, Web publishing – <em>personal web page, blog journal</em>)</td>
</tr>
<tr>
<td></td>
<td><strong>Reproduction</strong> (Word Processing – <em>note writing &amp; dictation</em>, web publishing personal web page, blog journal, graphics tools, Chatrooms, email, discussion boards)</td>
</tr>
<tr>
<td></td>
<td><strong>Bookmarking</strong> internet browsers using favourites and bookmarks, web 2.0 tools del.icio.us</td>
</tr>
<tr>
<td></td>
<td><strong>Social Networking</strong> - facebook, myspaces, bebo, twitter, diigo, Digg.com</td>
</tr>
<tr>
<td></td>
<td><strong>Basic Searches</strong> - search engines, (google, excite, ask, yahoo, metacrawler etc.) library catalogue, Clearinghouses*</td>
</tr>
</tbody>
</table>

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Starter Sheet - Delicious

Delicious Social Bookmarking

Sensory Learning: Read/Write learner.
Bloom's Digital Taxonomy: Remembering - Social Bookmarking.

Delicious is an online, web 2.0 tool that enables the teacher or student to save URL’s (Universal Resource Locator) or web addresses to a personal account. The service is free and requires the user to register. Adding extensions to your browsers (Firefox & Internet Explorer) adds buttons to the toolbars that allow you to quickly bookmark websites. You can then organise the bookmarks, adding tags to make them easy to sort and search, adding notes and sharing them with your network. This tool allows teachers and students to save URL’s in a portable format that can be reached from any browser and to collaborate, sharing these with their network.

Process: 1. Create an account (Free). 2. Install browser extensions to add buttons to toolbar. 3. Bookmark sites. 4. Add key information like Tags, Notes etc. Share the bookmark with your network.

URL

http://delicious.com
http://del.icio.us

Alternatives:
Saving bookmarks locally in your browser’s bookmarks or favourites

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* A clearinghouse is a website that collects and distributes information.
Delicious
Social Bookmarking
In the Classroom.

Social Networking tools like Delicious are brilliant tools not only for remembering URLs or web locations but also for collaboration. They are better than favourites stored locally on a computer as they are accessible from any computer with an internet connection simply by logging into your delicious account. Students and staff alike should use the keywords and notes to make retrieval of saved location easier. The more detail and accurate the keywords, the easier it is to organise and search for resources. For example, the student who is searching for tigers will quickly encounter many pages with the keyword tigers. If they save the URLs and only add the keyword "tiger" it will be hard to sort effectively through the resources. However, if the student uses other key words like anatomy, habitat, conservation they will be able to refine their search of their bookmarks to locate the best sites they have previously found.

Collaboration.
Delicious is a brilliant tool for collaboration. The students and teachers all create a delicious account. The teacher also creates a class account. The students and teacher share the their delicious account names and add each other to their networks. They also add the class account to the network.

Now when the students (or teachers) are bookmarking sites, they add to the TAGS field network tags. The network tags are their peers accounts and the class account.

When they TAG a site to a member of their network (using Network Tags), the new bookmark appears in their INBOX waiting for them to save the tag or delete it.

School's Bookmarks

The teacher can moderate the URL's submitted by the students, by saving or deleting the bookmarks. The teacher can also see the level of understanding in the students selection from the notes and tags. The students and teachers can now share and collaborate on their research and learning.
Bookmarking and Social Bookmarking Rubric

Bloom's Taxonomic Level: Remembering Understanding

Key Words:
Recognising, Identifying, Retrieving, Naming, Locating, Finding, Bookmarking, Social networking, Social bookmarking, Favouriting/local bookmarking

Introduction:
This is a rubric for the Bookmarking, Favouriting and Social Bookmarking. This is examining the process of recording and remembering key sites and URL's. The activity is in its simplest form at Remembering level but as the students add detail, explanations and structure it advances into Understanding.

<table>
<thead>
<tr>
<th>Level</th>
<th>Bookmarking/Social Bookmarking/Favoriting</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>The user adds a site to Bookmarks Toolbar or Favorites(Internet Explorer)/Bookmarks(Firefox) or adds URL to social bookmarking site. The user does not add tags or comments. The locally stored bookmarks lack structure or organisation.</td>
</tr>
<tr>
<td>2</td>
<td>The user adds a site to the favorites (Internet Explorer) or Bookmarks (Firefox). The bookmarks are organised into folders, folders are appropriately named. Or the user adds the URL to social bookmarking site. The user sometimes adds either tags (keywords) or comments/notes. The resources are added irrelevant of there value or validity.</td>
</tr>
<tr>
<td>3</td>
<td>The user adds URL to a social bookmarking site. The student adds comments or Tags. Tags are mostly well constructed and suitable keywords. There is some duplication of tags e.g. singular and plural keywords. There is some limited filtering on basis of validity (attempts validation). The comments or notes are simple. The user shares the bookmark with all members of their network.</td>
</tr>
<tr>
<td>4</td>
<td>The user adds URL to a social bookmarking site. The student adds detailed comments or appropriate keyword Tags. The comments essentially summaries the resource. The comments are appropriate and useful. There is little duplication of tags. The sites are bookmarked on the basis of validity (validates). The Student shares the bookmark with appropriate members of their network.</td>
</tr>
</tbody>
</table>
Exemplars:

Level 1
The user adds a site to Bookmarks Toolbar or Favorites (Internet Explorer) or Bookmarks (Firefox) or adds URL to social bookmarking site. The user does not add tags or comments. The locally stored bookmarks lack structure or organisation.


Level 2
The user adds a site to the favorites (Internet Explorer) or Bookmarks (Firefox). The bookmarks are organised into folders, folders are appropriately named. Or the user adds the URL to social bookmarking site. The user sometimes adds either tags (keywords) or comments/notes. The resources are added irrelevant of there value or validity.

Illustration 3: Firefox - Bookmarks - Structured
Folders appropriately named - Level 2.
**Level 3**
The user adds URL to a social bookmarking site. The student adds comments or Tags. Tags are mostly well constructed and suitable keywords. There is some duplication of tags e.g. singular and plural keywords. There is some limited filtering on basis of validity (attempts validation). The comments or notes are simple. The user shares the bookmark with all members of their network.

Illustration 4: Del.icio.us Bookmarks - Comments or Tags, some duplication of tags - Level 3.

**Level 4**
The user adds URL to a social bookmarking site. The student adds detailed comments or appropriate keyword Tags. The comments essentially summaries the resource. The comments are appropriate and useful. There is little duplication of tags. The sites are bookmarked on the basis of validity (validates). The Student shares the bookmark with appropriate members of their network.

Illustration 5: Del.icio.us Bookmarks - Detailed Comments and Appropriate Tags, No duplication of tags - Level 4.
Understanding

Understanding builds relationships and links knowledge. Students understand the processes and concepts and are able to explain or describe these. They can summarise and rephrase these into their own words.

There is a clear difference between remembering, the recall of facts and knowledge in its various forms like listing, bullet points, highlighting etc., and understanding, constructing meaning. One only has to look at the young child who can count from 1 to 10 but can not tell you how many fingers you are holding up. Or the student who can recite for you the first 20 elements of the periodic table in sequence but can not tell you about each or relate their position in the table to the number of electrons in the outer shell and from there explain their behaviour. Both of these are examples of recall without understanding. Understanding is building relationships and constructing meaning.

The following are some of the key terms for this aspect of the Taxonomy.

- Interpreting
- Summarising
- Inferring
- Paraphrasing
- Classifying
- Comparing
- Explaining
- Exemplifying

Anderson and Krathwohl's taxonomy – Understanding

2. Understanding: Constructing meaning from different types of function be they written or graphic.

The digital additions and their justifications are as follows:

- **Advanced and Boolean Searching** - This is a progression from the previous category. Students require a greater depth of understanding to be able to create, modify and refine searches to suit their search needs (see starter sheet for advanced search and Boolean searches).

- **Blog Journalling** – This is the simplest of the uses for a blog, simply a student “talks” “writes” or “type” a daily or task specific journal. This shows a basic understanding of the activity report upon. The blog can be used to develop higher level thinking when used for discussion and collaboration.

- **Categorising & Tagging** – digital classification - organising and classify files, web sites and materials using folders, using Delicious and other similar tools beyond simple bookmarking. This can be organising, structuring and attributing online data, meta-tagging web pages etc. Students need to be able understand the content of the pages to be able to tag it

- **Commenting and annotating** – a variety of tools exist that allow the user to comment and annotate on web pages, pdf files, Social bookmark entries, and other documents. The user is developing understanding by simply commenting on the pages. This is analogous with writing notes on hand outs, but is potentially more powerful as you can link and index these.
- **Subscribing** – Subscription takes bookmarking in its various forms and simple reading one level further. The act of subscription by itself does not show or develop understanding but often the process of reading and revisiting the subscribe feeds leads to greater understanding.

### Key Terms - Understanding:
Interpreting, Summarising, Inferring, Paraphrasing, Classifying, Comparing, Explaining, Exemplifying, Advanced searches, Boolean searches, Blog journalling, Twittering, Categorising and tagging, Commenting, Annotating, Subscribing

### Understanding and Digital Activities

<table>
<thead>
<tr>
<th>Understanding</th>
<th>Possible activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Explaining/defining ideas or concepts (Understanding of given information).</td>
<td>Summary (Word Processing, Mind map, web publishing, Simple DTP products – blog journals &amp; simple page construction collaborative documents, wiki)</td>
</tr>
<tr>
<td>Interpreting, Exemplifying, Summarising, Inferring, Paraphrasing, Classifying, Comparing, Explaining, Advanced searches, Boolean searches, Blog journalling, Twittering, Categorising and tagging, Commenting, Annotating, Subscribing</td>
<td>Collection (Word Processing, Mind map, web publishing – blog journals &amp; simple page construction collaborative documents, wiki)</td>
</tr>
</tbody>
</table>

### Applying

- Advanced & Boolean Search
- Basic Search & Googling

### Understanding

- Advanced and boolean searches - advanced search features - google etc.
- Blog journalling - bloglines, blogger etc.
- Diary/Journal (blogging, Myspaces, Bebo, facebook, bloglines, blogger, ning)
- Categorising and tagging - Delicious etc.
- Tagging, comments annotating - noticeboards, discussion boards, threaded discussions, adobe acrobat reader, blog readers, firefox, zotero
- Subscribing – RSS aggregators e.g. bloglines, blogger etc., firefox extensions
Using Mind mapping for understanding and beyond.

Mind mapping techniques are powerful tools for student learning. They can be used in a wide variety of different subjects and curriculum areas, in collaborative or individual settings. Over time there have been a number of different templates and models developed to facilitate analysis, understanding, to build relationships and plan.

Simple Flowchart

Simple process flowcharts are an easy graphical way of displaying a process.

Concept maps, based around a focusing question or term can be used to map “cause and effect” term and definition and process & outcome. These techniques help to structure understanding by developing meaning.

Venn diagrams (See right) can be used to display infer relationships by highlighting similar and different aspects of concepts.
More complicated **Venn Diagrams** allow user to compare multiple sets of data.

Mind maps and other graphical organisers can be used as tools for planning, analysis and evaluation.

This is an example of a graphical organiser, a **Gantt Chart** being used to plan a project. The project is to follow the basic design cycle of planning, design, development, testing and inherent in that phase redesign and re-development and of course evaluation.

The **Six Question Approach** to a topic or concept can also be structured in a visual medium using a simple mind map. This map asks the questions:

- What?
- When?
- Where?
- How?
- Why?
- Who?
Mind mapping is a powerful technique for constructing meaning and relationships. Whether its called brain storming, mind mapping or graphically organising, it is a common classroom learning strategy. Mindmeister is a classical style mind mapping tool that allows the users to create and structure maps with multiple nodes. Further, it allows the user to collaborate with a group of peers by invitation. The end product can be printed or exported in a variety of offline formats.

**Process:**
1. Create an account (Free option).
2. Create a mind map.
3. Invite people to collaborate or share.
4. Print or export to offline format.

The Mindmeister Workspace is simple to use with common tools found on the top tool bar and editing tools in the right hand pane.

**URL:**
http://www.mindmeister.com

**Alternatives:**
Online alternatives to Mindmeister are similar tools like Mindomo which like Mindmeister has a free basic option and a subscription based premium tool. www.mindomo.com
Freemind, the open source mind mapping tool, is an excellent and powerful offline alternative or companion product as Mindmeister will export mind maps in the Freemind format using the .mm file extension.
As a classroom technique, mind mapping is a standard, it can be used to organise student ideas in a collaborative format or individually. It can be applied across the curriculum in an endless variety of settings. There are many different styles of mind or concept maps depending on the task at hand. Simple concept maps allow the students to develop ideas and provide details and explanations. Venn diagrams show similarities and differences illustrating relationships, herring bone diagrams explore advantages and disadvantages or cause and effect etc.

In Mathematics, the students are starting to investigate statistics. They are divided into groups and must collaboratively undertake an analysis of some aspect of the class statistically. Each group is asked to start a shared map, inviting their team mates and their teacher to join (See Left).

They clearly define the focusing question and then look at different data sets to collect making notes as they do this on the type of data, units of measurement etc (See Below).

The students quickly organise their mind map, adding suitable icons (See Left) to illustrate their child nodes or points.

Text is easily formatted using the basic tools of font weight (Bold or Normal), font size and color. Students are quickly able to highlight and add emphasis to key points or nodes.
Starter Sheet – Google Advanced Search

Google Search
Fast and Efficient access.
Sensory Learning: Read/Write learner.
Bloom’s Digital Taxonomy: Remembering basic search
Understanding - Advanced and Boolean Search.

While there are other search engines Google has become the default tool of choice. This powerful search engine allows the user to search for images or pages. In its basic form, the user enters a keyword and a search is returned. However, the Advanced search option allows you to quickly refine the search using Boolean Logic (And, Or, Not) fields as well as defining date ranges, file formats, language preferences etc

Process: 1. Open Browser and go to Google. 2. Select Advanced Search. 3. Enter keywords. 4. Refine search and bookmark suitable results.

Going to http://www.google.com will redirect you to your National Google Site. Select the Advanced Search option.

The Advanced search options (See Above) allow you to quickly refine the search and make the result manageable and specific. The students must have developed a level of understanding of the topic to be able to refine and modify the search.

URL http://www.google.com
Alternatives: Some of the alternative search engines are:
www.ask.com
www.live.com
www.yahoo.com

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The Central African Republic of Rwanda has been ravaged by genocide, poverty and disease. The students in the Humanities/Social Studies class are researching the impact of this crisis on the people of Rwanda.

The student adds in a new key phrase in the "exact words" field. This is now a boolean search for Rwanda AND Humanitarian Crisis. (See Right) This refines the results to 120,000. (see below)

Adding in further advanced criteria like limiting dates, selecting language etc refines the search further. (see below)

Specifying the keywords, limiting dates and selecting Languages, domains etc will reduce the number of Hits to manageable levels. Students who successfully refine searches are developing an understanding of not only the process of searching but also the research topic.
**Advanced Searching Rubric**

**Bloom’s Taxonomic Level: Understanding**

**Key Words:**
classifying, comparing, advanced searches, boolean searches, categorising and tagging

**Introduction:**

This is a rubric for the using advanced and boolean searches. This search requires an understanding of the keywords, boolean logic, advanced search features, structuring and refining searches and suitable search engines. Students need to refine the search to produce usable results and then validate these.

<table>
<thead>
<tr>
<th>Advanced searching</th>
<th>Boolean Searching</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1</strong></td>
<td>The students select a search engine to use for the search. The student uses the basic search page by Enters keyword(s) and executing the search</td>
</tr>
<tr>
<td><strong>2</strong></td>
<td>The students select a search engine to use for the search. The student uses the basic search page by entering appropriate keywords and speech marks for phrases. The user executes the search. The student can navigate through the result pages. The student can recognises features of search engine like sponsored links.</td>
</tr>
<tr>
<td><strong>3</strong></td>
<td>The student can select a suitable search engine to use for the search. They uses the Advanced search page and options. The student can refine the search using some of the features of the Advance search. This may include: Domain, country, language, file type, location in page. The student can enters appropriate keyword(s) and executes the search. The students can modify the keywords or terms to refine the search. They can navigate through the result pages. They have an understanding of the weighting system used by the search engine. They can recognises features of search engine like sponsored links.</td>
</tr>
<tr>
<td><strong>4</strong></td>
<td>The students select a suitable search engine to use for the search and can justify their selection. They can uses the Advanced search page and options. The user can refines the search using most of the features of the advance search This may include: Domain, country, language, file type, location in page. The student can justify the refinements. The students uses exact match, phrase and exclude fields , they enters appropriate keyword(s) &amp; executes the search. They modify the keywords or terms to refine the search. They can navigate through the result pages and understands the weighting system used by the specific search engine. They recognises features of search engine like sponsored links.</td>
</tr>
</tbody>
</table>

Andrew Churches 25 01/04/09
Exemplar

Advanced Searching

Level 1
Criteria:
The students select a search engine to use for the search. The student uses the basic search page by Enters keyword(s) and executing the search

Note: Huge search return > 1 billion pages

Level 2
Criteria:
The students select a search engine to use for the search. The student uses the basic search page by entering appropriate keywords and speech marks for phrases. The user executes the search. The student can navigate through the result pages. The student can recognise features of search engine like sponsored links.

Note: Large search return > 1 million pages, also sponsored link.
Level 3
Criteria:
The student can select a suitable search engine to use for the search. They use the Advanced search page and options. The student can refine the search using some of the features of the Advance search. This may include: Domain, country, language, file type, location in page. The student can enter appropriate keyword(s) and execute the search. The students can modify the keywords or terms to refine the search. They can navigate through the result pages. They have an understanding of the weighting system used by the search engine. They can recognise features of search engine like sponsored links.

Note: Uses the advanced search page – uses the refinements within this page to reduce search. Search result below is 300,000+ pages.

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01/04/09
Level 4
Criteria:
The students select a suitable search engine to use for the search and can justify their selection. They can use the Advanced search page and options. The user can refine the search using most of the features of the advance search. This may include: Domain, country, language, file type, location in page. The student can justify the refinements. The students uses exact match, phrase and exclude fields, they enters appropriate keyword(s) & executes the search. They modify the keywords or terms to refine the search. They can navigate through the result pages and understands the weighting system used by the specific search engine. They recognises features of search engine like sponsored links.

Notes: uses the Advanced search options to refine and modify the search. This includes date ranges or country of origin, language and file format; as well as keyword exclusion and inclusion fields. Also note the change in the results per page. The Image Advance search allows the users to specify the image size and file format.
Boolean Searches

Boolean searches are named after the British born Mathematician George Boole. Boolean Logic establishes the relationships between keywords in a search. Boolean logic has three operators:

- **AND**
- **OR**
- **NOT**

This is the **basic search** that most people use on search engines like Google. This search will find any page that has the words **Iceland and Whales** in the page. The search engines usually look for **words** within the body of the page or in the **Metadata** in the head of the page.

This search will produce many hits as it looks for pages with **either of the two keywords** within the body of the page or in the Metadata in the head. The results will include:

- pages with "Whales"
- pages with "Iceland"
- pages containing both "whales" and "Iceland"

This style of **Boolean search** is useful when you have related topics or where there are several names for the same topic, e.g., German Shephard Dogs and Alsatian.

The **Not** search is a **powerful filtering tool** that allows the searcher to eliminate pages quickly and easily. It is particularly useful when combined with other search terms, e.g., "Iceland" and "whaling" or "Whales" not "Fishing"
Blog Journalling Rubric

Bloom's Taxonomic Level: Understanding

Key Words:
Interpreting, summarising, inferring, comparing, explaining, exemplifying, blog journalling, commenting

Introduction:
This is a rubric for the Blog journalling. This is examining the process of recording and reporting events and process using blogging tools. Blog journalling here, is used as a form of reflective practice for class activities and learning rather than for personal journalling. There are many other applications for the use of blogs in the classroom and learning environments.

<table>
<thead>
<tr>
<th>Blogging</th>
<th>Understanding</th>
<th>Timeliness</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 The entry or entries have poor spelling and contain grammatical errors, they are short, typically 1 to 2 sentences. They lacks structure and or flow. The entry appear to be hastily written often using in informal language or text style abbreviations.</td>
<td>These simple entries lacks insight, depth or are superficial. The entries are short and are frequently irrelevant to the events. They do not express opinion clearly and show. little understanding.</td>
<td>The entries are irregular. Events are not journalled as they occur.</td>
</tr>
<tr>
<td>2 Some of the entries have poor spelling and contain grammatical errors. The entries have some structure. But the entries does not have consistent flow or show linkage/cohesion between entries. The blog entry may contain a link or image.</td>
<td>The blog journal posts show some insight, depth &amp; are connected with events, topic or activity. Entries are typically short and may contain some irrelevant material. There are some personal comments or opinions which may be on task. The posts shows some understanding of the topic.</td>
<td>The entries have some timeliness with most key events being journalled. Some comments are replied to.</td>
</tr>
<tr>
<td>3 There are few spelling and grammatical errors. The journal entries have structure. The posts flow and have linkage/cohesion between the entries The journal posts contains appropriate links or images. These are referred to within the text.</td>
<td>The posts show insight &amp; depth. The content of posts are connected with events, topic or activity. These journal entries may contain some irrelevant material but are for the most part on task. The student's personal opinion is expressed in an appropriate style &amp; these entries shows a good depth of understanding.</td>
<td>Most events are journalled as they happen. Most comments are replied to in a timely manner. The reply shows understanding</td>
</tr>
<tr>
<td>4 The spelling and grammatical errors are rare. The journal entries have structure and are formatted to enhance readability. The entries flows and have linkage/cohesion between posts. The posts contains appropriate links or images, with the image sources being acknowledged. The images and links are referred to within the text.</td>
<td>The blog journal posts show insight, depth &amp; understanding. They are connected with events, topic or activity. Entries are relevant with links to supporting material. The student's personal opinion is expressed in an appropriate style &amp; is clearly related to the topic, activity or process. The posts and opinions shows a high level of understanding &amp; they relates events, learning activities &amp; processes to the purpose of the activity and outcomes.</td>
<td>All events are journalled these are regular &amp; timely. Comments are replied to in a timely manner. The replies show a depth of understanding &amp; relate to the comments</td>
</tr>
</tbody>
</table>

Andrew Churches
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01/04/09
Exemplars:

This is a blog entry about a class trip to the local zoo. The trip was arranged to support a science unit of work on conservation. The trip took place on 19th November. Students are Middle Years students (year 8)

Level 1

Zoo
24 November 2007
Went to the Zoo. Coool trip. Charles tripped ova LOL. All the girlz laff @ him - shame! Love da geraffe and the tiga

This entry is superficial and shows limited understanding of the purpose of the trip. Blog writing or authoring is at Level 1. Spelling and grammatical errors. Lacks structure and flow. This entry has not reached an acceptable level for understanding.

Level 2

Science Zoo Trip
20 November 2007
The zoo trip was fun and the teachers were really nice to take us their. We saw lotz of animals. I liked the tiger but they are endangered in the wild in Africa. Our group took some cool fotos with the class camera. My favourite is the one with Charles falling over. Here is one of the Giraffe. The giraffe is amazin. Its neck is so long it can reach leaves high in trees.

This entry is related to the purpose of the trip, it is more timely but does contain errors – spelling, grammatical and factual. The student has included an image. Authoring at level 2. This entry shows a limited level for understanding.
Today's trip to the Zoo was really enjoyable. The Auckland Zoo has lots of animals from many places. The tiger was my favourite. They are such a beautiful animal but are endangered in the wild throughout India and Asia. I can't believe people kill them for medicene or fur coats.

The Giraffe is such a cool animal, it can eat leaves high in trees that other animals can reach. Giraffes are not endangered but their homes are being reduced as land is used or farms. I found some info on giraffes at [www.animalplanet.com/animal/125bdtb75738hjsu3n4978493jdjgh2jjdsd3dnu3.asp](http://www.animalplanet.com/animal/125bdtb75738hjsu3n4978493jdjgh2jjdsd3dnu3.asp)

This is a better entry, focused on the purpose of the trip. The student has included links to research but just inserted the link rather than formatting this. The student has linked issues to the animals they saw. The post is relevant and timely. Blog writing or authoring is at level 3. The entry is structured, with links (the links are raw and need processing) and images, few errors. This entry has reached an acceptable level for understanding.
Conservation Trip to Auckland Zoo

19th November 2007

The Science class went on a trip to Auckland Zoo as part of our conservation unit. The teacher gave us a workbook to work through and asked us to look at the endangered animals. Tigers are endangered throughout the world. Tigers are hunted and poached for their fur and for use in medicences. There are several species of Tigers like the Siberian Tiger, the Sumatran Tiger. I found some information about Tigers at Animal Planet - [Tigers](http://www.animalplanet.com/tigers).

Giraffes are amazing. They are so well adapted to their Niche. Their neck has the same number of bones as our but is so long. This lets them eats leaves high in trees. This is a huge help for them as they don't have to compete with other animals for food. Animal Planet - [Giraffe](http://www.animalplanet.com/giraffe).

The trip was really cool. It was nice to get out of the classroom, but it was very useful to see the animals we have been learning about. I still wonder if it is fair to keep animals in zoos. Wild animals should be in the wild, but I guess the wild is shrinking. We need to take responsibility for this. I would like to help. I might join the WWF rangers on the WWF web site.

[Mr T's Blog](http://www.mrtsgblog.com) entry on the trip is really good and the photos are really good, even the one of Charles.

This entry is well structured and shows insight and understanding. The student has included relevant and appropriate links, the entry is well structured and flows. The student offers personal opinion which shows depth of understanding and insight. The post is relevant and timely. Blog writing or authoring is at level 4. The entry is structured, with processed links and images, few errors. This entry shows an good level of understanding.
Wikispaces is a hosting site for wiki's. The site requires the user to register to create a wiki. Basic wikis are free but have advertising, however registered educational wikis are advertising free. Wikispaces wikis can be protected (only members can edit them), private (only members can see and edit them) or open. Membership can be open, by invitation or on request. Once created wiki's can support a variety of media and allow collaboration between classes, schools and groups around the planet. This tool facilitates collaboration and sharing and enables the development of shared resources in a controllable environment.

Process: 1. Register as a user (Free), 2. Create a wiki. 3. Set permissions and rights to enable sharing and collaboration. 4. Add content and develop pages. 5. Invite members by email.

Wikispaces wiki's are easily customisable and support a variety of media.

Editing is simple with basic formatting and hyperlinking tools & simple but powerful widgets

http://www.wikispaces.com

Alternatives:
Wetpaint wikis provides an excellent alternative to wikispaces. These are also full featured wiki available for free @ http://www.wetpaint.com

Produced by Andrew Churches
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Wiki's by there very nature are collaborative spaces. This example is a collaborative space between four schools. The four schools are in four different countries.

- Australia
- Austria
- New Zealand
- Qatar

The students are sharing a collaborative resource for an element of the students assessment.

The basic structure of the wiki was constructed by the teachers. The teachers constructed the pages to a standard format covering the different elements of the assessment. In this case the pages covered technologies involved in the assessment including: Social and ethical issues, future developments, emerging technologies and the impact of these; identifying describing and proposing solutions to problems.

To protect the integrity of the wiki and to manage write access to the wiki, this wiki is set up as a protected space.

As a protected space only member of the wiki can create content. The space is visible to the public to view the content. Members are by invitation of the organisers. This allows the teacher to manage the membership of the wiki and moderate the material.

**Wiki Permissions**

<table>
<thead>
<tr>
<th>Level</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public</td>
<td>Everyone - including anonymous visitors - can view and edit pages</td>
</tr>
<tr>
<td>Protected</td>
<td>Everyone can view pages, only members of this wiki can edit pages</td>
</tr>
<tr>
<td>Private</td>
<td>Only members of this wiki can view and edit pages</td>
</tr>
</tbody>
</table>

Base rules of behaviour were outlined at the start of the project and the students made use of the discussions forums to negotiate content, discuss validity of sources, the value of wikipedia etc. Teachers intervened in these discussions rarely.

http://casestudy-itgs.wikispaces.com
Wiki Editing Rubric

Bloom's Taxonomic Level: Understanding – Content authoring
Applying – Wiki editing

Key Words - Understanding:
Interpreting, Summarising, inferring, comparing, explaining, exemplifying, blog journalling, commenting

Key Words – Applying:
Implementing, carrying out, using, executing, operating, uploading, sharing, editing

Introduction:
This is a rubric for the Wiki editing. This is examining the process of showing understanding by developing content via paraphrasing and authoring material on a related topic in a wiki environment. The Authoring component shows application as the student edits the wiki to a suitable standard, making use of the features of the wiki tool and basic principles of design – consistency, repetition, flow, readability.

<table>
<thead>
<tr>
<th>Wiki Authoring (Applying)</th>
<th>Content (Understanding)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Poor spelling and grammatical errors. Text entered with no enhancements. Lacks structure or flow.</td>
</tr>
<tr>
<td>2</td>
<td>Some spelling and grammatical errors. Text entered with limited enhancements. Simple text enhancements are used. The wiki pages has limited structure or flow. The page may contain links or images. Student has a mostly consistent approach to design</td>
</tr>
<tr>
<td>3</td>
<td>Few spelling and grammatical errors. Text is enhanced. The text has structure and the entry flows. Content is arranged in a logical order. The entry contains a appropriate links, files or images. Headings are added using the heading styles. Student has a consistent approach to design</td>
</tr>
<tr>
<td>4</td>
<td>Spelling and grammatical errors are rare. The wiki page has structure and is formatted and enhanced to increase readability. Contains a appropriate links, files or images. Image sources are acknowledged and include captions. Images and links are referred to within the text. Headings are added using the heading styles. Wiki features like embedding media, horizontal rules and a table of content are included. Student has a consistent appropriate approach to design and layout.</td>
</tr>
</tbody>
</table>
Starter Sheet – Buzzword

Buzzword
Online Word Processing

Sensory Learning: Read/Write learner.
Bloom’s Digital Taxonomy: Remembering - bullet pointing and highlighting
Understanding - explaining, summarising, comparing

Buzzword is a collaborative online word processor developed by Adobe. This product allows you to create and share documents between a group of collaborators. The Author of the document sets the rights of the collaborators who may be Co-Authors, Reviewers etc. Existing documents can be imported in a variety of formats including Microsoft's Document Formats and Open Document Formats.

Process: 1. Register to create an account (Free). 2. Upload documents or create online. 3. Share by email invitation and set roles 4. Edit and print or exporting to offline format.

Buzzword
Online Word Processing

URL
http://www.buzzword.com

Alternatives:
Google Documents provides a free online alternative to buzzword. The interface is simpler but also has a spreadsheet and presentation tool.
Offline alternatives are also numerous, but the stand out is the open source free tool Open Office 3.0 which can be downloaded from Openoffice.org

Produced by Andrew Churches
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Buzzword can be used in any situation where a word processor could be used, but it has several distinct advantages over offline or installed word processing applications. Because it is an online application, the documents can be accessed from any computer regardless of its operating system that has internet access and the flash player installed.

The collaborative nature of the documents means that groups of students can collaborate on the same document. Rather than students having to combine documents or email sections to each other, they can collaborate on a single document, tracking the changes and contributions of the collaborators using the history function.

In Science, the teacher builds a simple experiment template (See Left) on buzzword. The template includes the basic elements of an experimental write up:

- Aim
- Hypothesis
- Equipment
- Method
- Results
- Conclusion and Discussion

The teacher then invites the students to participate and collaborate. The teacher assigns the students different roles like a Co-Author (See above). The invitations to participate are sent via email to the students.

The teacher can check on the progress of the group and who has made contributions by checking the history function (see left) and looking at the changes that the student has made in their edit.

The students edit the experiment using the standard formatting tools, structuring the document as required. The completed experiment is either printed, marked online or sent to the teacher. The teacher can edit and make comments on the document as the students develop the product, providing instant and appropriate feedback.
Applying

The following are some of the key terms for this aspect of the Taxonomy.

● Carrying out
● Using
● Executing
● Implementing
● Showing
● Exhibiting

Anderson and Krathwohl's taxonomy – Applying

3. Applying: Carrying out or using a procedure through executing or implementing. Applying related and refers to situations where learned material is used through products like models, presentation, interviews and simulations.

The digital additions and their justifications are as follows:

● **Running and operating** - This the action of initiating a program. This is operating and manipulating hardware and applications to obtain a basic goal or objective.
● **Playing** – The increasing emergence of games as a mode of education leads to the inclusion of this term in the list. Students who successfully play or operate a game are showing understanding of process and task and application of skills.
● **Uploading and Sharing** - uploading materials to websites and the sharing of materials via sites like flickr etc. This is a simple form of collaboration, a higher order thinking skill.
● **Hacking** – hacking in its simpler forms is applying a simple set of rules to achieve a goal or objective.
● **Editing** – With most media's, editing is a process or a procedure that the editor employs

Key Terms - Applying:

Implementing, carrying out, using, executing, running, loading, playing, operating, hacking, uploading, sharing, editing
## Applying and Digital Activities

<table>
<thead>
<tr>
<th>Applying</th>
<th>Possible activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Using information, concepts and ideas in another familiar situation</td>
<td><strong>Illustration</strong> (Corel, inkscape, GIMP, Paint, online tools, Comic creation tools</td>
</tr>
<tr>
<td>(Using strategies, concepts, principles and theories in new situations)</td>
<td>- comic life, historic tale construction kit, hyper comic)</td>
</tr>
<tr>
<td>Implementing, carrying out, using, executing, doing, running, loading,</td>
<td><strong>Simulation</strong> (Floor map, graphic tools, google sketchup, Crocodile software</td>
</tr>
<tr>
<td>playing, operating, hacking, uploading, sharing, editing.</td>
<td>simulating science experiments, Global conflict - Palestine)</td>
</tr>
<tr>
<td></td>
<td><strong>Sculpture or Demonstration</strong> (Presentation, graphics, screen capture, audio and</td>
</tr>
<tr>
<td></td>
<td>video conferencing)</td>
</tr>
<tr>
<td></td>
<td><strong>Presentation</strong> - impress, Simple DTP product, powerpoint, google presentation,</td>
</tr>
<tr>
<td></td>
<td>Zoho presentation, skype, interactive whiteboard collaboration using etools, audio</td>
</tr>
<tr>
<td></td>
<td>and video conferencing</td>
</tr>
<tr>
<td></td>
<td><strong>Interview</strong> (Word Processing, mind mapper, podcast, vodcast, audacity, sound</td>
</tr>
<tr>
<td></td>
<td>recorder, collaboration using etools, skype)</td>
</tr>
<tr>
<td></td>
<td><strong>Performance</strong> (Podcast, vodcast, film, audio and video conferencing, VoIP, audio</td>
</tr>
<tr>
<td></td>
<td>recording, speech, Powerpoint Show, collaboration using etools)</td>
</tr>
<tr>
<td></td>
<td><strong>Editing</strong> - video and sound tools, Wiki editing, Simple DTP product. Developing a</td>
</tr>
<tr>
<td></td>
<td>shared document</td>
</tr>
<tr>
<td></td>
<td><strong>Playing</strong> - mmorpg's online games, simulations like Global Conflicts Palestine</td>
</tr>
</tbody>
</table>

### Bloom's & Desktop Publishing

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Creating</td>
<td></td>
</tr>
<tr>
<td>Evaluating</td>
<td></td>
</tr>
<tr>
<td>Analysing</td>
<td></td>
</tr>
<tr>
<td>Applying</td>
<td>Editing, Sharing</td>
</tr>
<tr>
<td>Understanding</td>
<td>Explaining, Summarising</td>
</tr>
<tr>
<td>Remembering</td>
<td></td>
</tr>
</tbody>
</table>

A screenshot from Global Conflicts – Palestine. This is an 3D interactive game or simulation produced by serious games.

Source: http://www.seriousgames.dk/img/golden.jpg
Google Maps

View maps and get directions.

Bloom's Digital Taxonomy: Applying - carrying out, using, executing, running, operating, sharing, editing.

Google maps combines street maps and satellite imagery in an exciting and captivating way. This is a free tool available without registration, though to get the best from it this is recommended. The tool allows you to toggle between map, satellite or hybrid views. You can zoom down into the map by double clicking on the image and navigate maps by mouse or using the navigation tool. A recent addition is the streetview feature. This street level viewer allows you to travel virtually down roads looking at a cleverly compiled compellation of stills images which give a 270° view of the location. This tool brings maps to life and enables virtual field trips.

Process: 1. Create an account (optional). 2. Enter location into search field. 3. Zoom and navigate using mouse or navigation tools, change views between satellite and map views. 4. Share by email or embed link.

URL
http://maps.google.com

Alternatives:
Microsoft Live's Multimap is an online alternative to google maps available at http://www.multimap.com. (Free)
Google earth is a powerful consumer level GIS (Geographical Information System) tool that can be downloaded. Once installed, it connects to Google to provide an engaging learning experience. (Free)

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GoogleMaps
In the Classroom

Streetview, which is GoogleMaps visualisation tool, has captured street level images in seven different countries, including:
- USA
- Australia
- France
- Italy
- Japan
- New Zealand
- Spain

This presents great opportunities for Virtual Field Trips for students of Humanities and Languages.

Visiting France
Key to learning a language, is developing an understanding of the culture of the country.

Google Maps view of France. Double clicking on the map will zoom in. Note the street view tool available as the yellow person in the navigation tool.

Selecting Google Maps and zooming in on Paris will allow you to find street names as you zoom in. Clicking on the streetview "person" will enable street level images. You can then navigate around the map by dragging and dropping the "person" on the location you want. You will get a small preview window showing you the view at the location (See Left). Areas mapped with streetview appear with a blue highlight.

Use Google maps and Streetview to visit the Eiffel Tower or the Arc de Triumph; to walk the Avenue des Champ-Elysees or stroll the banks of the River Seine.

Split screen view of Google maps and Streetview. Looking down the Avenue d'lena towards the Arc de Triumph.

Streetview allows you a 270° range of view. Here looking up from the base of the Eiffel Tower.
**Google maps & Streetview Rubric**

**Bloom's Taxonomic Level:** Applying

**Key Terms:**
Implementing, carrying out, using, executing, running, loading, playing, operating, hacking, uploading, sharing, editing

**Introduction:**
This is a rubric for applying knowledge and skills through the use of Google maps and Streetview. Students reaching the highest levels of this rubric will have searched and located key locations, annotated these using hotspots; they will have shared these hotspots and maps with their peers.

<table>
<thead>
<tr>
<th>Applying, Editing and Sharing using Googlemaps and Streetview</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1</strong></td>
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<td><strong>2</strong></td>
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<td><strong>3</strong></td>
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<tr>
<td><strong>4</strong></td>
</tr>
</tbody>
</table>
**Collaboration using online collaboration environments**

**Bloom's Taxonomic Level:** Applying

**Key Terms - Applying:**
Implementing, carrying out, using, executing, running, loading, playing, operating, hacking, uploading, sharing, editing

**Introduction:**
This is a rubric for Collaborating. Students are using electronic tools for sharing, editing and uploading materials. The tools would include products like elluminate. The rubric looks at the appropriate use of the tool to facilitate the discussion. The rubric does not look at the content or understanding specifically. There are three major areas or aspects of use. These are preparation for the collaboration session, the use of collaboration and communication features.

<table>
<thead>
<tr>
<th>Collaborating using eTools</th>
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<tbody>
<tr>
<td><strong>1</strong></td>
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<td><strong>2</strong></td>
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<td><strong>3</strong></td>
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<tr>
<td><strong>4</strong></td>
</tr>
<tr>
<td>Preparation</td>
</tr>
<tr>
<td>----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>1: The student has done little preparation of material.</td>
</tr>
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<td></td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>2: The student has prepared some material. The student has sourced information from a few different information sources (web based, presentation tools, text, voice, video etc.) to share and use.</td>
</tr>
<tr>
<td>3: The student has prepared material for the collaboration session. The student has sourced information from a several different information sources (web based, presentation tools, text, voice, video etc.) to share and use.</td>
</tr>
<tr>
<td>4: The student has fully prepared material for the collaboration session. The student has sourced information from a variety of different information sources (web based, presentation tools, text, voice, video etc.) to share and use.</td>
</tr>
</tbody>
</table>
Collaborative Editing using an Online Word Processor

**Bloom's Taxonomic Level:** Applying.

**Key Terms:** carrying out, using, uploading, sharing, editing

**Introduction:**
This is a rubric for students collaborating on a shared document using an online word processing tool like Buzzword, Google Documents or Zoho Documents. The two aspects examined here are the technical use of the tool and the collaborative aspect of sharing and co-operation.

<table>
<thead>
<tr>
<th>Level</th>
<th>Collaborative Editing using an Online Word Processor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>The student uses some of the tools and features of the product. Their editing lacks care and attention to detail. There are issues with formatting and structure of the document. Comments and reviews are random and unrelated to the section or purpose of the document. The student makes a limited contribution. The student makes little attempt to supports and encourages their peers. Comments are often inappropriate or disruptive. The students roles and tasks are unclear or poorly defines, unbalanced or inequitable. The students work independently and do not often monitor these tasks. The students contributions are irregular and show a lack of preparation and planning.</td>
</tr>
<tr>
<td>2</td>
<td>The student uses many of the tools and features of the product. Their editing sometimes lacks care and attention to detail. There are issues with formatting and structure of the document. Comments and reviews are often random and or unrelated to the section they are attached to. The student makes a contribution. The student attempts to supports and encourages their peers. The student establish roles and tasks, but these are unbalanced or inequitable. The student work independently and do not often monitor these tasks. The students contributions are irregular and or show a lack of preparation and planning.</td>
</tr>
<tr>
<td>3</td>
<td>The student makes appropriate use of most of the tools and features of the product. Their editing shows some care. Comments and reviews are structured and generally relate to the section of the document. The student makes an equitable contribution. The student supports and encourages their peers using appropriate comments. The student establishes the purpose of the document, their roles and tasks, these are mostly equitable. The students monitor these tasks in an appropriate manner. The student completes their own tasks and encourages other students in completing their tasks. The students contributions are regular and show some preparation and planning.</td>
</tr>
<tr>
<td>4</td>
<td>The student makes full and appropriate use of the tools and features of the product. Their editing shows attention to detail and care. Comments and reviews are appropriately structured and relate specifically to the section of the document. The student makes an equitable contribution. The student supports and encourages their peers using appropriate and supportive comments. The students clearly and fairly establish the purpose of the document, their roles and tasks. The students monitor these tasks in an appropriate and supportive manner. The student actions their own tasks and supports other students in completing their task. The students contributions are regular and show preparation and planning.</td>
</tr>
</tbody>
</table>

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Skype (Audio/Video Conferencing) Rubric

Bloom's Taxonomic Level: Applying

Key Terms - Applying:
Implementing, carrying out, using, executing, running, loading, playing, operating, hacking, uploading, sharing, editing

Bloom's Taxonomic Level: Evaluating

Key Words:
Checking, critiquing, judging, reviewing, posting, moderating, reflecting, Validating.

Introduction:
This is a rubric for audio and Audio/visual conferencing using tools like skype ©. This rubric is looking at two taxonomic levels Applying for the planning, preparation and communication aspects and Evaluating for the reflection. Key to a successful conference are the aspects of planning and communication. Planning encompasses the technical aspects – checking connection, preparing tools etc. and the content/management aspects – setting up schedules, agenda, key elements rules etc. The communication aspect looks at audio and visual communication in its various aspects and the efficiency with which these are used. It also looks at apply the rules, schedule and plan previously prepared. Reflection is crucial to improving the process and learning from the process and content of the conference. So this aspect covers not only personal involvement but also minutes, notes and recordings.

<table>
<thead>
<tr>
<th>Preparation and Planning</th>
<th>Communication</th>
<th>Reflection</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Little preparation is evident. The conference lacks structure. Little consideration for availability/time zones etc. are evident</td>
<td>Communication is poor, hard to understand, of task and inarticulate. Use and selection of language does not aid communication. There is little evidence of rules or etiquette, structure or planning.</td>
<td>There is little or no reflection.</td>
</tr>
<tr>
<td>2 Some connections are tested prior to the event. A schedule has been communicated. Some goals for the conference are outlined. Some key questions are prepared. Rules and etiquette guidelines are outlined.</td>
<td>Rules and etiquette guidelines are stated. Most communication is clear (speech, visual and written) and mainly on task. The language used is mostly appropriate and all parties will understand (Spoken and written). Slang, regional language and colloquialisms are used. Speech is mostly clear, there are issues with pace and pitch. Volume of speech varies. Most rules and etiquette guidelines are followed. There is some interruption and speaking over people. Some notes are taken these are of a poor quality.</td>
<td>Here is some limited reflection on the conference. Reflection is general and unstructured, Reflection may be of a personal nature Minutes and notes are distributed. Some areas of Improvement are identified.</td>
</tr>
<tr>
<td>Preparation and Planning</td>
<td>Communication</td>
<td>Reflection</td>
</tr>
<tr>
<td>--------------------------</td>
<td>---------------</td>
<td>------------</td>
</tr>
<tr>
<td>User has selected some suitable tools and installed these for use in the conference. (Blackboards, recorder etc.). Connections are tested prior to the event. A schedule has been communicated. Goals for the conference are outlined. A plan and some key questions are prepared. Some resources and links are prepared in advance. Rules and etiquette guidelines are defined.</td>
<td>Rules and etiquette guidelines are stated and mostly adhered to. Most communication is clear and articulate (speech, visual and written) and mostly on task. The language used is mostly appropriate and all parties will understand (Spoken and written). Speech is mostly clear, appropriately paced and pitched. Rules and etiquette guidelines stated are mostly followed. Some notes and or recording are taken.</td>
<td>Parties reflect on the conference. Reflection is completed without put downs, sarcasm or comments of a personal nature. Reflection and review examined appropriately the following: <strong>Preparation, Goals, Key questions, Process, Communications, conversations, Rules and etiquette</strong> Where appropriate suitable resources, minutes and notes are distributed. Some areas of improvement are identified and actioned.</td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>User has selected suitable tools, installed and tested these for use in the conference. (Blackboards, recorder etc.). Connections are tested prior to the event. A schedule has been communicated and agreed to by all parties. Clear goals for the conference are agreed to by all parties. A plan and key questions are prepared and approved. Suitable resources and links are prepared in advance. Rules and etiquette guidelines are clearly defined.</td>
<td>Rules and etiquette guidelines are clearly defined and adhered to. All communication is clear and articulate (speech, visual and written) and on task. Users select and use appropriate language that all parties will understand (Spoken and written). Speech is clear, appropriately paced and pitched. Suitable standards of etiquette are applied regarding interrupting, turns to speak, use of slang and abbreviation, use of cameras and prepared materials. Goals and plan of conference are clearly communicated and adhered to. Suitable notes and or recording are taken.</td>
<td>All parties reflect critically on the conference. Reflection is completed without put downs, sarcasm or comments of a personal nature. Reflection and review examined appropriately the following: <strong>Preparation, Goals, Key questions, Process, Communications, conversations, Rules and etiquette</strong> Where appropriate suitable resources, minutes and notes are developed and distributed. Improvements are identified and actioned.</td>
</tr>
<tr>
<td>4</td>
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</tr>
</tbody>
</table>
**Interactive Whiteboard Rubric**

**Bloom's Taxonomic Level:** Applying

**Key Terms:**
Implementing, carrying out, using, executing, running, loading, playing, operating, hacking, uploading, sharing, editing

**Introduction:**
This rubric is based on a rubric supplied by Juliette Major of Education Services, Catholic Education Office of Canberra and Goulburn. The Rubric looks at students use of interactive whiteboards from two aspects, Control and Interaction. Control examines how the student uses the interactive whiteboard and the various software features. The Interaction element looks at the development of the resource or notebook and the level of interactivity within it.

<table>
<thead>
<tr>
<th>Level</th>
<th>Control</th>
<th>Interaction</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>The user cannot click on the IWB using stylus or hand. Experiences difficulty opening programs on the computer connected to the IWB using the stylus, hand or wireless mouse and keyboard.</td>
<td>The user displays no confidence in using the IWB. They don't know how to use the software that accompanies the IWB.</td>
</tr>
<tr>
<td>2</td>
<td>The user can click on the IWB using stylus or hand. Can open programs on the computer connected to the IWB using the stylus, hand or wireless mouse and keyboard.</td>
<td>The user displays confidence in using the IWB. They don’t know how to use the software that accompanies the IWB. The user can open websites and software on the computer connected to the IWB.</td>
</tr>
<tr>
<td>3</td>
<td>The user can click on the IWB using stylus or hand. Can manipulate programs on the computer connected to the IWB using the stylus, hand or wireless mouse and keyboard. Can enter text using stylus, finger or on-screen keyboard and navigate to these features. Can format text via the IWB.</td>
<td>The user displays confidence in using the IWB. They demonstrate how to use the software that accompanies the IWB and the functions for each tool. The user can open websites and software on the computer connected to the IWB as well as opens and manipulates new resources using IWB-specific software. This would include modify size, position, lock or unlock status; adding hyperlinks</td>
</tr>
<tr>
<td>4</td>
<td>The user can click on the IWB using stylus or hand. They can manipulate programs on the computer connected to the IWB using the stylus, hand or wireless mouse and keyboard and teaches others to do so. They can enter text using stylus, finger or on-screen keyboard and navigate with confidence to these features. They can format text using the IWB, including text recognition, spelling as well as text enhancements with ease.</td>
<td>The user displays confidence in using the IWB. They demonstrate competently how to use the software that accompanies the IWB and the functions for each tool and is able to teach others. The user creates new resources using IWB-specific software as the lesson progresses. This would include modify size, position, lock or unlock status; adding and modifying hyperlinks and actions. They appropriately selects advanced features to highlight and enhance the learning process.</td>
</tr>
</tbody>
</table>
Analysing

The following are some of the key terms for this aspect of the Taxonomy.

- Comparing
- Organising
- Deconstructing
- Attributing
- Outlining
- Finding,
- Structuring
- Integrating

Anderson and Krathwohl's taxonomy – Analysing

4. Analysing: Breaking material or concepts into parts, determining how the parts relate or interrelate to one another or to an overall structure or purpose. Mental actions include differentiating, organizing and attributing as well as being able to distinguish between components.

The digital additions and their justifications are as follows:

- **Mashing** - mash ups are the integration of several data sources into a single resource. Mashing data currently is a complex process but as more options and sites evolve this will become an increasingly easy and accessible means of analysis.
- **Linking** – this is establishing and building links within and outside of documents and web pages.
- **Reverse-engineering** - this is analogous with deconstruction. It is also related to cracking often with out the negative implications associated with this.
- **Cracking** – cracking requires the cracker to understand and operate the application or system being cracked, analyse its strengths and weaknesses and then exploit these.

Key Terms - Analysing:

Comparing, Organising, Deconstructing, Attributing, Outlining, Finding, Structuring, Integrating, Mashing, Linking, Reverse-engineering, Cracking, Media clipping and Mind-mapping.
### Analysing and Digital Activities

<table>
<thead>
<tr>
<th>Analysing</th>
<th>Possible activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breaking information into parts/components to explore/develop/construct</td>
<td><strong>Survey</strong> (Web based tools – <em>survey monkey</em>, <em>embedded polls and votes</em>, social</td>
</tr>
<tr>
<td>understandings and relationships (Breaking information down into its</td>
<td>networking tools etc., Word Processing, Spreadsheet, email, discussion boards,</td>
</tr>
<tr>
<td>component elements).</td>
<td>cellphones and texting)</td>
</tr>
<tr>
<td>**Comparing, organising, deconstructing, attributing, outlining,</td>
<td><strong>Database</strong> (relational; databases using MySQL and Access, Flat file database using</td>
</tr>
<tr>
<td>structuring, integrating, mashing, linking, reverse-engineering,</td>
<td>Spreadsheet, wikis, Geographical information systems or GIS - <em>Google earth</em>,</td>
</tr>
<tr>
<td>cracking, mind-mapping.</td>
<td><em>Google Maps, Flickr, Arcview/explorer</em>)</td>
</tr>
<tr>
<td></td>
<td><strong>Abstract</strong> (Word Processing, web publishing)</td>
</tr>
<tr>
<td></td>
<td><strong>Relationship mind maps</strong> - Herring or fish bone mind maps, SWOT Analysis, PMI,</td>
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<tr>
<td></td>
<td>Venn, 6 Questions - <em>Inspiration, kidspiration, smart ideas</em>, <strong>Cmap</strong>, Mindmapper,</td>
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<td></td>
<td>freemind** Online tools -** <strong>Report</strong> (Word Processing, DTP, spreadsheet,</td>
</tr>
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<td></td>
<td>presentation, web publishing – web page or blog entry,</td>
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<tr>
<td></td>
<td><strong>Graph</strong> (Spreadsheet, digitizer, online graphing tools)</td>
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<tr>
<td></td>
<td><strong>Spreadsheet</strong> (Calc, excel, online spreadsheet tools)</td>
</tr>
<tr>
<td></td>
<td><strong>Checklist</strong> (Word Processing, survey tools, online polls, Spreadsheet)</td>
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<tr>
<td></td>
<td><strong>Chart</strong> (Spreadsheet, digitizer, mind mapping tools online tools - <a href="http://www.gliffy.com">www.gliffy.com</a>)</td>
</tr>
</tbody>
</table>
Google Forms

Collect and analyse online.

Sensory Learning: Visual and read/write learner.
Bloom's Digital Taxonomy: analysing - organise, compare, structure.

Google Forms is an extension on Google Documents. The users sets up a form (a question sheet) which is essentially a series of questions that are published on the web for people to answer. The results are compile into a spreadsheet within the forms owner's google documents account. The questions are varied in type and include paragraph, scale, multiple choice or list selection. Data can be processed using the tools available in Google Spreadsheet.


The basic form is simple to work through and the URL of the published form is available on the bottom of the form.

URL http://docs.google.com

Alternatives:
Survey Monkey is a online alternative to using Google forms. Membership is free for the basic version (which is limited to 100 responses and has limited analysis and export tools). The product is simple to use, clean and straightforward.

www.surveymonkey.com

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Google Forms
In the Classroom.

As a classroom tool, Google forms allows the students and teachers to create, collate and process data in a simple and straightforward manner. The students start by identifying the purpose of their survey and then planning their questions. There are a variety of questions available to them (See right).

In Information Technology, this tool is used to survey the student community about Music and Software Piracy. The student wishes this to be an anonymous survey, so only collects data about the respondents gender. They title the survey and add general information about the purpose of the survey.

As questions are added to the form the corresponding Spreadsheet is updated. The questions are added to the column headers. The timestamp column is added automatically to the spreadsheet. As the form is submitted the date and time of the submission is added and the form updated.

Piracy
Piracy of software and music is a huge issue causing major problems for the music and software industries. This is an anonymous survey to collect primary data about student involvement in piracy.

1. Download
   Please indicate which gender you are:
   Male    Female

2. Have you ever copied, shared or downloaded music or software:
   Yes
   No

The student’s survey is structured and published to the web using the URL located at the bottom of the Form. This address can be emailed or embedded into pages.
The student has used a variety of question types to collate the information (See Left) this includes list and Multiple choice as well as scale.

The submitted responses are collated in the spreadsheet which is generated with the form. Numerical data can be processed into charts using the spreadsheets tools (See right). The processed and analysed data is used to evaluate the scale of the piracy issue within the school community.
Data Analysis Rubric

Bloom's Taxonomic Level: Analysing

Key Terms - Analysing:
Comparing, organising, deconstructing, attributing, outlining, finding, structuring, integrating, mashing, linking, reverse-engineering, cracking and mind-mapping.

Introduction:
This is a rubric for data processing, manipulation, presentation and analysis. The rubric is designed for students taking raw data and suitably entering this into a spreadsheet (data processing). The processed data is then manipulated to add value using features like sort, filter, formula and equations. The manipulated data is presented in a suitable format or formats to enable analysis. Students are able to select suitable charts for the data types and suitably label tables, titles, axes, labels and keys. Students can then make accurate analysis of the data and trends, with an awareness of errors and inaccuracies.

<table>
<thead>
<tr>
<th>Data processing, manipulation, presentation and analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
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<td>3</td>
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<tr>
<td>4</td>
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</tbody>
</table>
Evaluating

The following are some of the key terms for this aspect of the Taxonomy.

- Checking
- Hypothesising
- Critiquing
- Experimenting
- Judging
- Testing
- Detecting
- Monitoring

Anderson and Krathwohl's taxonomy – Evaluating

5. Evaluating: Making judgements based on criteria and standards through checking and critiquing.

The digital additions and their justifications are as follows:

- Blog/vlog commenting and reflecting - Constructive criticism and reflective practice are often facilitated by the use of blogs and video blogs. Student commenting and replying to postings have to evaluate the material in context and reply to this.
- Posting – posting comments to blogs, discussion boards, threaded discussions. These are increasingly common elements of students daily practice. Good postings like good comments are not simple one line answers rather they structured and constructed to evaluate the topic or concept.
- Moderating – This is high level evaluation, the moderator must be able to evaluate a posting or comment from a variety of perspectives, assessing its worth, value and appropriateness.
- Collaborating and networking – Collaboration is an increasing feature of education. In a world increasingly focused on communication, collaboration, leading to collective intelligence is a key aspect. Effective collaboration involves evaluating the strengths and abilities of the the participants and evaluating the contribution they make. Networking is a feature of collaboration, contacting and communicating with relevant person via a network of associates.
- Testing (Alpha and Beta) – Testing of applications, processes and procedures is a key element in the development of any tool. To be an effective tester you must have the ability of analyse the purpose of the tool or process, what its correct function should be and what its current function is.
- Validating – With the wealth of information available to students combined with the lack of authentication of data, students of today and tomorrow must be able to validate the veracity of their information sources. To do this they must be able to analyse and evaluate the data sources and make judgements based on these.

Key Terms - Evaluating:

### Evaluating and Digital Activities

<table>
<thead>
<tr>
<th>Evaluating</th>
<th>Possible Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Justifying a decision, solution, answer or course of action (Judge/evaluate/analyse the value of ideas, concepts, materials and methods by developing/constructing and applying standards and criteria).</td>
<td><strong>Debate</strong> (Word Processing, sound recorder, podcasting or vodcasting, Mind mapping - <em>inspiration, free mind</em>, Chatrooms, IM, email, Discussion boards, video and Phone conferencing [skype, IM] Collaboration tools - <em>elluminate</em> etc.)</td>
</tr>
<tr>
<td><strong>Checking, Hypothesising, Critiquing, Experimenting, Judging, Testing, Detecting, Monitoring (Blog/vlog), commenting, reviewing, posting, moderating, collaborating, networking, reflecting, (Alpha &amp; beta) testing.</strong></td>
<td><strong>Panel</strong> (Word Processing, chatrooms, IM, email, Discussion boards, Video and phone conferencing, Collaboration tools - <em>elluminate</em> etc.)</td>
</tr>
<tr>
<td></td>
<td><strong>Report</strong> (Word Processing or web published – <em>Report, blog entry, wiki entry, web page</em>, DTP, Presentation, Camera)</td>
</tr>
<tr>
<td></td>
<td><strong>Evaluation</strong> (Word Processing or web published –<em>report blog entry, wiki entry, web page</em>, DTP, <a href="#">Mind Map</a> Presentation, camera, )</td>
</tr>
<tr>
<td></td>
<td><strong>Investigation</strong> (Internet, Online tools, camera, Word Processing, GIS[Google earth, Google Maps, Flickr Arcview/explorer])</td>
</tr>
<tr>
<td></td>
<td><strong>Verdict</strong> (Word Processing etc.)</td>
</tr>
<tr>
<td></td>
<td><strong>Conclusion</strong> (Word Processing, DTP, Presentation)</td>
</tr>
<tr>
<td></td>
<td><strong>Persuasive speech</strong> (Word Processing, Sound recorder, reason/able -argument software, <a href="#">Mind map - presentation mode</a>)</td>
</tr>
<tr>
<td></td>
<td><strong>Commenting, moderating reviewing posting</strong> - discussion boards, forums, blog, wiki’s, twitter, threaded discussions, bulletin boards, chatrooms</td>
</tr>
<tr>
<td></td>
<td><strong>Collaborating</strong>: discussion boards, forums, blog, wiki's, twitter, threaded discussions, bulletin boards, chatrooms, video conferencing, chatrooms, instant messaging, txt and pxt messaging, video messaging audio conferencing</td>
</tr>
<tr>
<td></td>
<td><strong>Networking</strong> - social networking tools, audio and video conferencing, email threads, telecommunications, instant messaging, live classrooms - <em>elluminate</em> etc.</td>
</tr>
</tbody>
</table>
Validating Information Rubric

Bloom's Taxonomic Level: Evaluating

Key Words:
Checking, critiquing, judging, reviewing, posting, moderating, reflecting, Validating.

Introduction:
This is a rubric for validating information sources. This is the process of referencing and authenticating data from multiple valid sources. With the emergence of Web 2.0 Technologies anyone can publish anything in formats that appear valid. Key elements of validating the information is reporting the information source, accessing multiple information sources and information type, creating linkage between the information sources and making decisions on the validity of information based on this process.

<table>
<thead>
<tr>
<th>Validating Information</th>
<th>Referencing &amp; Bibliography</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Information is gathered from a single source or from undisclosed sources. There has been no attempt to evaluate the accuracy of the information. Information is taken at face value.</td>
</tr>
<tr>
<td>2</td>
<td>Information is gathered from several sources. The information is gathered from a single information type. There is limited linkage of information to validate. The student makes no or limited judgements on the validity of the information.</td>
</tr>
<tr>
<td>3</td>
<td>Information is gathered from several sources (3-4) and information types (2-3). There is linkage of information to validate the accuracy of the material. Several of the information sources are regarded as of high validity for example government and education websites, encyclopaedia, professional journals, primary information sources etc. The student makes some judgements on the validity of the information.</td>
</tr>
<tr>
<td>4</td>
<td>Information is gathered from many sources (4 or more) and information types (3 or more). There is linkage of information to validate the accuracy of the material. Most of the information sources are regarded as of high validity for example government and education websites, encyclopaedia, professional journals, primary information sources etc. The student makes valid and supported judgements on the validity and accuracy of the information.</td>
</tr>
</tbody>
</table>
**Threaded Discussion Rubric**

*Bloom's Taxonomic Level: Understanding & Evaluating*

### Key Words: Understanding

Interpreting, Summarising, inferring, comparing, explaining, exemplifying, discussing, commenting

### Key Terms - Evaluating:

Checking, critiquing, judging, testing, commenting, reviewing, posting, reflecting.

### Introduction:

This is a rubric for a Threaded Discussion. The rubric is in two parts, the first is for understanding and the second part for evaluating. This is examining the process of replying to a post and discussing using asynchronous threaded discussion tool. This rubric is working against two levels. The simplest format is construction and understanding. This is where material is posted and the students are asked via a focusing or guiding question to display their understanding.

<table>
<thead>
<tr>
<th></th>
<th>Reply construction</th>
<th>Understanding</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1</strong></td>
<td>Poor spelling and grammatical errors. Short 1 or 2 sentences. Lacks structure or flow. Written in informal language, abbreviations or txt.</td>
<td>Simple reply or comment which lacks insight, depth or is superficial. The entry is short and frequently irrelevant to the key question, original post or concept. Does not express opinion clearly. Shows little understanding.</td>
</tr>
<tr>
<td><strong>2</strong></td>
<td>Some poor spelling and grammatical errors. Has some structure, but the entry does not flow. May contain a link or image. The reply contains several sentences. The text construction is mainly formal containing few abbreviations or txt style language.</td>
<td>Simple reply or comment showing some insight, depth and are connected with original post, question, topic or concept. The replies are short and may contain some irrelevant material. Some personal comments or opinions these may not be on task. Shows some understanding.</td>
</tr>
<tr>
<td><strong>3</strong></td>
<td>Few spelling and grammatical errors. Has structure and the entry flows. Contains a appropriate links, uploaded files or images. These are referred to within the text. Refers to other posts. The reply contains sentences or paragraphs.</td>
<td>Replies show insight, depth and are connected with thread, topic or post. Entries may contain some irrelevant material. Personal opinion is expressed in an appropriate style. Shows a good depth of understanding.</td>
</tr>
<tr>
<td><strong>4</strong></td>
<td>Spelling and grammatical errors are rare. The reply has structure and is formatted to enhance readability. Contains a appropriate links, uploaded files or images. Sources are acknowledged. Images and links are referred to within the text. Refers to other posts and builds on these.</td>
<td>Replies show insight, depth and understanding. They are connected with thread, topic or post. Entries are relevant with links to supporting material. Personal opinion is expressed in an appropriate style and is clearly related to the thread or post. The reply or post shows a high level of understanding, it shows a depth of understanding in matters relating to and surrounding the original post.</td>
</tr>
</tbody>
</table>

The Evaluation component looks at the reflection and evaluation of other posts, constructing and proposing arguments and questions that relate to the thread and shows the student is evaluating the underlying concepts of the threaded discussion. Evaluation would contain some or most of the following elements, ranging from simple to complex.
<table>
<thead>
<tr>
<th>Simple</th>
<th>Description</th>
<th>Complex</th>
</tr>
</thead>
<tbody>
<tr>
<td>--Refers to posts and thread--&gt;</td>
<td>--Enhances the discussion--&gt;</td>
<td></td>
</tr>
<tr>
<td>--Clear and concise--&gt;</td>
<td>--Adds own opinion based on thread--&gt;</td>
<td></td>
</tr>
<tr>
<td>--Develops an argument (supportive or opposed)---&gt;</td>
<td>--Develops suitable questions--&gt;</td>
<td></td>
</tr>
<tr>
<td>--Critiques other posts--&gt;</td>
<td>--Answers questions and defends stance or position--&gt;</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Evaluating</th>
<th>Reference</th>
<th>Clarity</th>
<th>Argument</th>
<th>Critique</th>
<th>Questioning</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Student does not refer to other posts or the referred posts are irrelevant, inappropriate or unrelated to the thread. The post may be a repeat of prior posts.</td>
<td>The student post shows a lack of clarity on their opinion.</td>
<td>Contains no relevant questions and does not formulate an argument.</td>
<td>Student does not provide any critique of other posts or comments.</td>
<td>The student does not pose any questions.</td>
</tr>
<tr>
<td>2</td>
<td>Student does refer to other posts. The reply post is mainly related to the thread.</td>
<td>The post add to the discussion in a limited way. The poster expresses their opinion in a limited mode.</td>
<td>The student has developed a limited argument, using appropriate language. The argument is unsupported.</td>
<td>The student provides a simple critique of posts in an appropriate manner.</td>
<td>The student states simple questions which are related to the topic. Student answer some of the questions posted by their peers</td>
</tr>
<tr>
<td>3</td>
<td>Student refers to other posts. The reply post is related to the thread.</td>
<td>The post add to the discussion. The poster expresses their opinion clearly.</td>
<td>The student has developed an argument using appropriate language. The argument is supported by facts, opinions and related materials.</td>
<td>The student is judging other posts on their merits. The student provides a critique of posts in an appropriate manner.</td>
<td>The student structures appropriate questions which are related to the topic and previous posts. The student answers the questions posted by their peers, provides a limited defence of position or stance</td>
</tr>
<tr>
<td>4</td>
<td>Student refers to other posts. The reply post is related to the thread.</td>
<td>The post enhances the discussion and is expressed in clear and concise opinion.</td>
<td>The student has developed the argument using appropriate language. This is clearly and appropriately supported by facts, opinions and related materials including links.</td>
<td>The student is judging other posts on their merits. The student provides a detailed critique of posts in an appropriate manner.</td>
<td>The student structures appropriate focusing or challenging questions related to the topic and previous posts. The student answers the questions posted by their peers with depth and shows a high degree of understanding. Can defend his or her position of stance on a topic.</td>
</tr>
</tbody>
</table>
Creating

The following are some of the key terms for this aspect of the Taxonomy.

- Designing
- Constructing
- Planning
- Producing
- Inventing
- Devising
- Making

Anderson and Krathwohl's taxonomy – Creating

6. Creating: Putting the elements together to form a coherent or functional whole; reorganising elements into a new pattern or structure through generating, planning or producing.

The digital additions and their justifications are as follows:

- Programming - Whether it is creating their own applications, programming macros or developing games or multimedia applications within structured environments, students are routinely creating their own programs to suit their needs and goals.
- Filming, animating, videocasting, podcasting, mixing and remixing – these relate to the increasing trend to using and availability of multimedia and multimedia editing tools. Students frequently capture, create, mix and remix content to produce unique products.
- Directing and producing – to directing or producing a product, performance or production is a highly creative process. It requires the student to have vision, understand the components and meld these into a coherent product.
- Publishing – whether via the web or from home computers, publishing in text, media or digital formats is increasing. Again this requires a huge overview of not only the content being published, but the process and product. Related to this concept are also Video blogging – the production of video blogs, blogging and also wiki-ing - creating, adding to and modify content in wikis. Creating or building Mash ups would also fit here.

Key Terms - Creating:
Designing, Constructing, Planning, Inventing, Devising, Making, Programming, Filming, Animating, Blogging, Video blogging, Mixing, Remixing, Wiki-ing, Publishing, Videocasting, Podcasting, Directing/producing, Building or compiling mash-ups

Podcasting using Audacity
Creating and Digital Activities

<table>
<thead>
<tr>
<th>Creating</th>
<th>Possible Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Generating/creating new ideas, products, or ways of viewing things</td>
<td><strong>Film</strong> (Movie maker, Pinnacle Studio, Adobe premier elements Online tools <a href="http://www.jumpcut.com">www.jumpcut.com</a>, <a href="http://www.eyespot.com">www.eyespot.com</a>, <a href="http://www.pinnacleshare.com">www.pinnacleshare.com</a>, <a href="http://www.cuts.com">www.cuts.com</a>, <a href="http://www.animoto.com">www.animoto.com</a>, <a href="http://www.dvolver.com">www.dvolver.com</a>)</td>
</tr>
<tr>
<td>(Putting together/combining ideas, concepts or elements to develop/</td>
<td><strong>Presentation</strong> (presentation tools - Powerpoint, Impress, <strong>Zoho</strong> presentation tool, Photostory, Google present. Comic creation tools – comic life, hypercomic, online tools )</td>
</tr>
<tr>
<td>construct/build an original idea or engage/stimulate in creative thinking)</td>
<td></td>
</tr>
<tr>
<td>Designing, Constructing, Planning, Producing, Inventing,</td>
<td><strong>Story</strong> (Word Processing or web published – mixbooks etc., DTP, Presentation, podcasting, photostory, voicethread. Comic creation tools – comic life, historic tale construction kit, Animations – <a href="http://www.dvolver.com">www.dvolver.com</a>)</td>
</tr>
<tr>
<td>Devising, Making, Building, Programming, Filming, Animate, Blogging,</td>
<td></td>
</tr>
<tr>
<td>Video Blogging, Mixing, Remixing, Wiki-ing, Publishing, Videocasting,</td>
<td><strong>Programming</strong> Visual Studio.net (&amp; Express the free version) Lego Mindstorms &amp; Robolab, Scratch, Alice, Game maker</td>
</tr>
<tr>
<td>Podcasting, Directing/producing</td>
<td></td>
</tr>
<tr>
<td>**Lego © NXT Robot, easy to program, adaptable and flexible, a great</td>
<td><strong>Project</strong> (Word Processing, <a href="http://www.ganttproject.com">Ganttproject</a> for Gantt charts and PERT Charts, <a href="http://www.openproj.com">Openproj</a> for gantt, Pert and critical pathways) calendars, flow charts [inspiration, freemind, C-Map , smartideas], mind maps)</td>
</tr>
<tr>
<td>tool for creativity**</td>
<td></td>
</tr>
<tr>
<td><strong>Blogging video blogging</strong> - Blogging tool, blogger, wordpress,</td>
<td><strong>Blogging, video blogging</strong> - Blogging tool, blogger, Wordpress, edublogs, classroom blogmiester, bloglines</td>
</tr>
<tr>
<td>edublogs, classroom blogmiester, bloglines</td>
<td></td>
</tr>
<tr>
<td><strong>Vodcast, podcast videocasting screen casting</strong> - voicethread,</td>
<td><strong>Plan</strong>(Inspiration, <a href="http://www.cmap.com">Cmap</a>, <a href="http://www.freemind.sourceforge.net">free mind</a>, Word Processing, Calendar)</td>
</tr>
<tr>
<td>blogging tool, skype, collaboration and classroom tools – elluminate,</td>
<td></td>
</tr>
<tr>
<td>live classroom</td>
<td></td>
</tr>
<tr>
<td><strong>New game</strong> (Gamemaker, RPGmaker)</td>
<td><strong>Media product</strong> (DTP, Movie maker, Corel, GIMP, Paint.net, Tuxpaint, Alice, Flash, Podcasting - <strong>Advertisement</strong> (DTP, Corel, GIMP, Paint.net, Tuxpaint, Movie maker, Alice, Flash, Podcasting)</td>
</tr>
<tr>
<td><strong>Song</strong> (finale notepad, Word Processing, Sound recorder, Audacity,</td>
<td><strong>Painting</strong> (Corel, Paint, GIMP, Paint.net, Tuxpaint online tools - <a href="http://www.picnik.com">http://www.picnik.com</a> <a href="http://www.ajaxwrite.com/">http://www.ajaxwrite.com/</a>)</td>
</tr>
<tr>
<td>podcasting, recording narration in presentations [photostory 3,</td>
<td></td>
</tr>
<tr>
<td>powerpoint, impress]</td>
<td></td>
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<tr>
<td><strong>Online tools</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Advertisement</strong> (DTP, Corel, GIMP, Paint.net, Tuxpaint, Movie maker,</td>
<td></td>
</tr>
<tr>
<td>Alice, Flash, Podcasting)</td>
<td></td>
</tr>
<tr>
<td><strong>Painting</strong> (Corel, Paint, GIMP, Paint.net, Tuxpaint online tools -</td>
<td></td>
</tr>
<tr>
<td><a href="http://www.picnik.com">http://www.picnik.com</a> [<a href="http://www.ajaxwrite.com/">http://www.ajaxwrite.com/</a>])</td>
<td></td>
</tr>
</tbody>
</table>
Animoto - the end of slideshows

Sensory Learning: Visual and Kinesthetic learners.
Bloom's Digital Taxonomy: Applying - editing

Animoto is a free (registration required) site that allows you to create short (30 seconds for free) high quality video clips from stills images and uploaded or selected music. The user selects the sequence of images and adds the text. The user can spotlight images and the website does the rest with professional style transitions between images. The process is simple, enjoyable and fun. This is a tool with a high degree of engagement and a good standard of product as an end point.

Process: 1. Register to create an account (Free). 2. Upload images or access online photosharing resources. 3. Upload music or access online resources 4. Edit sequence and text. 5. Produce video and publish.

URL
http://www.animoto.com

Alternatives:
Online alternatives to Animoto include tools like voice thread, though this is limited in the transition and animation area, but has excellent voice recording. Tools like Jumpcut, an online video product tool could produce similar results and has more potential as it supports video, but lacks the ease of use.

Produced by Andrew Churches
All Rights Reserved 2008
Animoto can be used in many situations and subject areas. Its simple straightforward interface makes it suitable for a variety of year levels.

In Humanities, the students have been studying poverty. They are shocked by the plight of children their own age who live in 3rd World Countries or ones torn apart by conflict and war. They visit websites showing the conditions of families in the refugee camps in Darfur and the Congo.

The students are asked to collate images that show the plight of the children. Using animoto they are to produce a 30 second video, that using images, text and music, send a message about poverty.

The students locate images and upload these to Animoto. The website accepts JPG and GIF format images. Once these are uploaded the students sequence these as they are to appear in the video clip.

Images are manipulated using the image tools (see above). Some images are selected to be spotlighted.

Once the images are sequenced the music is selected.

Music can be uploaded or accessed from online resources. There are a wide variety of genre that the students can access. "Top 40" music can be purchased.

Once the images and music are arranged, the students "Finalize the video" giving it a title, a detailed description and the producer's name. They then create the video. The compiled video can be emailed as a link, embedded into blogs etc, downloaded (full length version) or uploaded to Youtube.
Bloom's Digital Taxonomy: Creating - Mixing, remixing, digital publishing.

Voicethread is an online web 2.0 tool that allows the user (registration required) to upload or select online/offline images, documents and videos, then add narration and vocal commentary to create a audio/visual presentation or product. These can then be shared with other users, embedded in webpages or exported for offline viewing. Offline exporting is a paid service. This is a tool for student presentations and publications, in an audio/visual medium.

Process: 1. Create an account (Free). 2. Upload images or select from online source. 3. Add comment (voice and text). 4. Share by embedding, email invitation or exporting to offline format.

URL
http://voicethread.com

Alternatives:
Microsoft Photostory is a free offline alternative to voice thread. Download and install, add images, music, narration and commentary then produce as a WMV format movie. It is limited in the distribution of the product. Enhanced podcasts (either containing documents or "vodcasts") are also alternatives.

Produced by Andrew Churches
All Rights Reserved 2008
As a classroom tool, Voicethread enables the visual and auditory learner and can be used in any curriculum area.

Students of teachers need to access images either by taking their own or by accessing images from the internet and obtaining permission to use these. From here they upload them to the site or enter the images URL (Universal Resource Locator). The user add their commentary and narration (see right) and make the voicethread available by sharing, embedding or emailing the URL.

In science, this tool can be used to achieve a wide variety of educational outcomes. Students can use Voicethread to present experiments, report back on research and assignments, describe observations, explain reports, create and evaluate etc.

For the teacher, this can be a great tool for delivering content and revising lessons. For the students, teachers presenting, describing and explaining using this tool allows them to have the familiarity of the teachers explanations linked with anywhere anytime access to the resources. Students can stop and replay the explanation and view the resources as often as they need to develop understanding.

A quick search on Voicethread using the keyword "Science" quickly reveals a broad selection of resources shared on the site. The use of comments allows the students (and teachers) to receive feedback on their Voicethreads.

Searching for resources using keywords like Science.

Sharing your student’s work by embedding the URL in a webpage or emailing the address.
Podcasting Rubric - Creating

**Bloom's Taxonomic Level:** Creating

**Key Words:**
designing, constructing, planning, producing, making, mixing, remixing, publishing, podcasting, producing

**Introduction:**
Podcasting is a creative process involving several different components. A successful podcast must be planned and scripted. It requires care and preparation to record and construct. Constructing the cast requires high quality speech, care and effort. (This task does not include uploading or posting the casts to websites as often schools restrict this.) Enhanced podcasts (like those produced using Voicethread) contain images, text and Voice.

<table>
<thead>
<tr>
<th>Planning</th>
<th>Developing Content</th>
<th>Constructing</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>There is little evidence of planning. A script is not developed or is weak.</td>
<td>Much of the content is directly copied. There is little or no original content. The content is inappropriate or inaccurate. Copy written materials are used without permission.</td>
</tr>
<tr>
<td>2</td>
<td>A simple plan is created that covers some of the major points of the development process. A script is developed.</td>
<td>Some of the content is directly copied. The copied material is acknowledge appropriately. There is some original content Copy written materials are used and permission has been sort for its use. Some of the content is inappropriate or inaccurate.</td>
</tr>
<tr>
<td>3</td>
<td>A plan is created that covers the major points of the development process. A script is developed which contains an acceptable level of detail.</td>
<td>Some elements of the content are quoted. The quoted material is acknowledge appropriately. Much of the content is original. Where copy written materials are used and permission has been sort for its use. The student uses royalty free materials like music. The content is appropriate or accurate.</td>
</tr>
</tbody>
</table>

Andrew Churches 67 01/04/09
<table>
<thead>
<tr>
<th>Planning</th>
<th>Developing Content</th>
<th>Constructing</th>
</tr>
</thead>
<tbody>
<tr>
<td>A detailed plan is created that covers the development process. A script is developed which contains an acceptable level of detail.</td>
<td>Some elements of the content are quoted. The quoted material is acknowledge appropriately. The majority of the content is original. Where copy written materials are used and permission has been sort for its use. The student uses royalty free materials like music. The student creates or generates his own media. The content is appropriate or accurate.</td>
<td>The podcast shows care and effort. The quality of the production is excellent The speech is fluent and the speed of delivery is acceptable. The podcast is enhanced with high quality and appropriate sound effects and music. Podcasts maybe further enhanced by the inclusion of images, files (like PDF files). Sound effects and music make the podcast more captivating and enjoyable.</td>
</tr>
</tbody>
</table>

4

A student creating music for a podcast using Sony's Jamtrax, a loop based music tool.

Copyright 2006 by Randy Glasbergen. www.glasbergen.com

BOOK REPORTS DUE TODAY!

“BOOKS ARE A FORM OF OUTDATED TECHNOLOGY CREATED IN THE DARK AGES FOR A SOCIETY DEVOID OF COMPUTERS, ELECTRONIC MEDIA OR DIGITAL DATA. IN TODAY’S SOCIETY, GETTING INFORMATION FROM A BOOK IS LIKE CALCULATING MATH ON YOUR FINGERS AND TOES. TO GRAD THIS REPORT, PLEASE POST YOUR COMMENTS ON MY BLOG...”
Mixbook is an online web 2.0 tool that allows the user (registration required) to create photo albums for publishing. The product is a self publishing tool that will allow students and teachers to create, share and potentially print books. The user selects the individual page style within their book, these can contain text only or one of more images, upload images, add narration to create a product. This can be shared with other users or ordered as a book. This is a tool for presentations, e-portfolios and publications.

Process: 1. Create an account (Free). 2. Start a Mixbook. 3. Select pages styles, add images, text, backgrounds etc (or select auto layout option). 4. Share by email invitation or publishing in hard copy (Cost involved in this).

Mixbook is an online Desk Top Publishing Product. The web site allows a one stop process from creation to publishing and printing.

URL
http://www.mixbook.com

Alternatives:
Off line products like the open source DTP tool Scribus (www.scribus.net) allows the user to create and structure documents. Publishing tools like Lulu (www.lulu.com) will, if required, allow you to have publish in hard copy books.
While Mixbook’s purpose is to publish in print format books, this tool can be easily adapted for classroom use. It is an engaging tool that allows students to create and publish. This example looks at students creating portfolios of their own work. In English, the Middle School students are studying poetry. They are examining a variety of genre, authors and styles and then creating poetry of their own in the different form. Their study ranges from haiku to Sonnets.

The students create an account in Mixbook and share their user name with their teacher. They then start a Mixbook using the Create from Scratch option. They give their Mixbook a title and fill in the description.

The Workspace tool allows the students to select the page style (text only or text and images), add backgrounds, images and stickers.

The students start new pages for each of their poems, adding images or backgrounds that enhance the presentation of their work. They structure the page to enhance flow and readability from the range of tools and The variety of layouts (See left) available provides the students with many different options for structuring their pages. Text can be structured in to multiple columns. Images of different sizes and number can be selected.

The backgrounds can reflect a festive theme (See left) or can provide suitable backgrounds or textures for the students creations. Colors can be manipulated to suit the purpose and mood of the poem.
**Digital Publishing Rubric**

**Bloom's Taxonomic Level:** Creating

**Key Words:**
- designing, constructing, producing, making, programming, blogging, wiki-ing, publishing, directing/producing

**Introduction:**

This is a rubric for applying the Principles of Design in developing a digital document/content. A digital document is not limited to a word processed product, rather it could be a blog or wiki entry, a web page, slide show presentation, DTP product etc.

The digital document must successfully answer the two key questions of design:
- Is it suitable for the Purpose?
- Is it suitable for the Audience?

Then the principles of graphic design are applied. This is broken down into two areas:

**Aesthetics:**
- **Repetition and Consistency** – design features like use of colour, font selection or type, text layout, text enhancements, alignment, page structure etc. are consistently use through out the document, page(s), site, presentation etc.
- **Layout, Shape and Form** – The way the digital document is structured or its layout, its shape and form enhance access to information
- **Colour** – (Volume = sound analog) the use of and selection of foreground and background colours enhances the documents ability to be read, is aesthetically pleasing, appropriate for the audience and the purpose of the document.
- **Flow** – the digital document has a logical flow and progression that enhances understanding and readability and encourages the viewer/listener to read/play on
- **Harmony and balance** – the digital document is balanced, the different elements are in harmony with one another. Images or audio used support purpose of the digital document. The different elements of the page(s) support each other. The whole layout enhances readability.

**Function:**
- Does it convey information easily? - can you read/listen to it? Understand the message? Logically progress through the document?
- Is it efficient? - Is information easy to access? Convey information easily and quickly?
- Is it suitable? - Does it reflect the intended age group/audience/genre in its use of language, colour (volume), layout, busy-ness, font selection (voice selection) and enhancements (sound effects), image selection and enhancements etc. Is the information accurate or appropriate? (consider fictional writing)
<table>
<thead>
<tr>
<th>Aesthetics</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1</strong></td>
<td>The <em>layout</em> and the <em>finish</em> shows little care. The digital document does not <em>flows</em>. There is little or inappropriate use of <em>design features</em>. Few of the elements of layout, use of colour and text enhancements enhance <em>readability</em>. Some of selections of colours, layout, fonts shape and form are suitable for <em>balance</em> and <em>harmony</em>.</td>
</tr>
<tr>
<td><strong>2</strong></td>
<td>The <em>layout</em> of the document and the <em>finish</em> is of an acceptable standard. The digital document <em>flows</em>. There is some use of <em>design features</em>. Some of the elements of layout, use of colour and text enhancements enhance <em>readability</em>. The digital document is mostly <em>suitability</em> of the purpose and audience. Some of selections of colours, layout, fonts shape and form are mostly <em>harmonious</em> and well <em>balanced</em>.</td>
</tr>
<tr>
<td><strong>3</strong></td>
<td>The <em>layout</em> of the document shows care and the <em>finish</em> is of a good standard. The digital document has a logical <em>flow</em>. There is consistent use of some <em>design features</em>. The layout, use of colour, font selection, and text enhancements mostly enhance <em>readability</em>. The digital document is <em>suitability</em> of the purpose and audience. The selection of colours, layout, fonts, images shape and form are mostly <em>harmonious</em> and well <em>balanced</em>.</td>
</tr>
<tr>
<td><strong>4</strong></td>
<td>The digital document is well <em>laid out</em>, shows care, attention to detail and high quality <em>finish</em>. The digital document has a logical <em>flow</em>. There is consistent and appropriate use of <em>design features</em>. The layout, use of colour, font selection, text enhancements, imagery etc. enhance <em>readability</em> and <em>suitability</em> of the purpose and audience. The colours, layout, shape and form show <em>harmony</em> and <em>balance</em>.</td>
</tr>
</tbody>
</table>
Enhancements:

**Text elements:**

Font type
- Serif or San Serif
- Modern or old style
- Decorative
- Script etc.

Font weight
- Outline
- Normal weight
- Bold

Font size

Font style
- Normal
- italic

Font colour

Bullets and Numbering

Reverse Text

Word art

Alignments
- Right aligned
- Centered
- Left aligned
- Justified
- Force justified
- Indented
- Pulled quotes

Underline and strikethrough

**Page elements:**

Borders

Columns and frames

Shading and Background

headers and footers

Margins

Use of White space
text/image balance
text/media balance

**Hypertext and media elements:**

Anchors and links

Indexes and tables of content

Alt text

Media
- Sound
- video
- Imagery
- interactive elements
- dynamic elements
Bibliography

http://edorigami.wikispaces.com/Bloom%27s+and+ICT+tools


Acknowledgements:

For assistance, discussion, suggestion, recommendations and often punctuation...
Miguel Guhlin, Sheryl Nussbaum-Beach, Ian Jukes, Ted McCain, Lee Crockett, Val Woods, Alan Knightbridge, Sue Cattell, Raewyn Casey, Marg McLeod, Doug DeKock, Derek Wenmoth, George Siemens, Rod Fee, Maureen Trebilcock.

A special acknowledgement must be made to Juliette Major, Education Services, Catholic...
Education Office of Canberra and Goulburn, who contributed to the project by supplying the IWB rubric.