

Buzzword

Online Word Processing



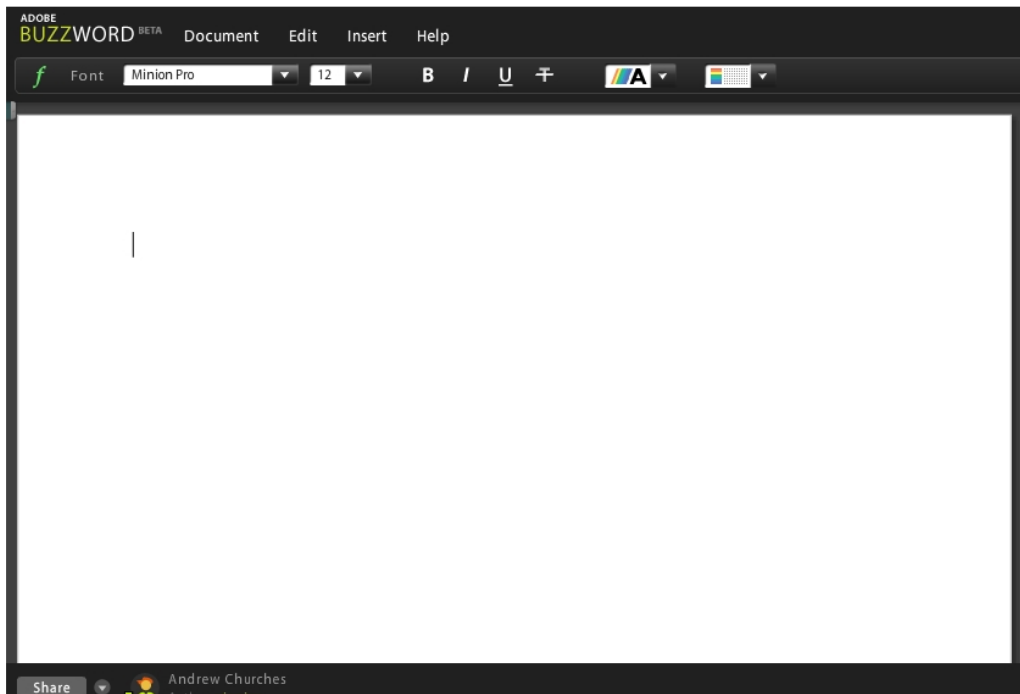
Sensory Learning: Read/Write learner.

Bloom's Digital Taxonomy: Remembering - bullet pointing and highlighting
Understanding - explaining, summarising, comparing

Starter Sheet - Tools for Teachers

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's has a wide range of tools and functions available in a ribbon style interface.



Buzzword requires you to register so that your log in is secure. A registration confirmation email will be sent to your email address.

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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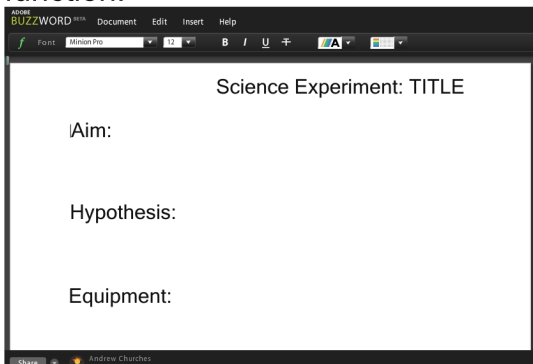
Buzzword In the Classroom.



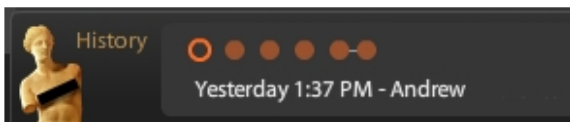
Buzzword can be used in any situation where a word processor could be used, but it has several distinct advantages over offline or installed word processing applications (See Right).

Because of it is an online application, the documents can be access from any computer regardless of its operating system that has **internet access** and the **flash player** installed.

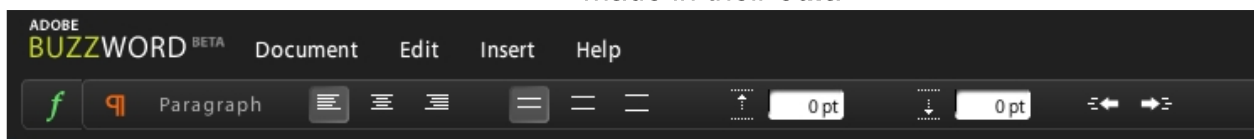
The **collaborative** nature of the documents means that groups of students can collaborate on the same document. Rather than students having to combine documents or email sections to each other they can **collaborate on a single document, tracking the changes and contributions of the collaborators**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



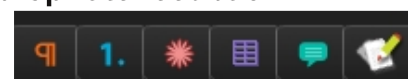
The teacher then invites the students to **participate** and **collaborate**. The teacher assigns the students **different roles** like a **Co-Author** (See above). The invitations to participate are sent via email to the students.



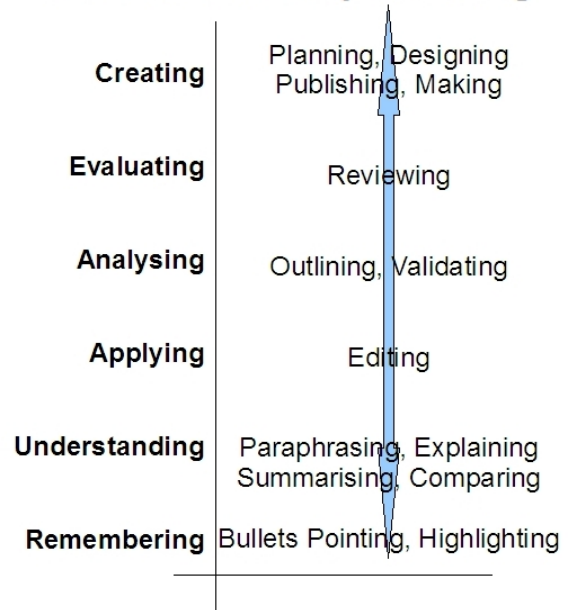
The teacher can check on the progress of the group and who has made contributions by checking the **history function** (see left) and looking at the changes that the student has made in their **edit**.



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**.



Bloom's & Word processing



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