**Technology Lesson Plan**

**Microsoft Word Lesson Plan**

**Amanda Reed**

**Summer 2009**

**Topic: Introduction to Microsoft Word**

**Class: Reading Class Grade Level: Pre-K**

**Standard from Alabama Course of Study:**

**3. Identify upper- and lower- case letters**

**Procedure:**

* **TTW review upper- and lower- case letters.**
* **TTW demonstrate how to use Microsoft Word.**
* **TSW get into groups of 2 and type the upper- and lower- case letters Aa-Zz**

**Student Assessment:**

**TTW observe students and have students to print a hard copy to determine of standard has been met.**

**Teacher Reflection:**

**TTW use observations and hard copies to determine any need for help and if any medications are needed.**