



# Productivity Tools

This kit includes tools for working with information—traditional word processing, database, spreadsheet, and communications software as well as more advanced products for working with graphics and multimedia, creating interactive presentations, and developing World Wide Web pages. The accompanying multidisciplinary, project-based activities mirror tasks in the world beyond school.



## Productivity Tools

### Home Page v3.0, FileMaker

Provides automatic programming features so that students can use familiar tools and commands to create their own web pages. Also allows experienced web designers to edit the HTML source code for their files.

### ClarisImpact v2.0, Apple Computer

Provides integrated and easy-to-use tools for creating drawings, reports, and presentations. Enables students and teachers to create outlines, tables, data charts, organization charts, timelines, calendars, and general graphics within any document.

### Digital Chisel://HTML v2.1, Pieran Spring Software

Enables students to create interactive multimedia presentations and publish them on the World Wide Web. Supports QuickTime movies, sound, and animation. Comes with a multimedia library.

### FreeHand Graphics Studio, Macromedia

Includes FreeHand, for design and illustration; Fontographer, for modifying and creating font libraries; Extreme 3D, for three-dimensional work; and xRES, for image editing and compositing.

### Inspiration v5.0, Inspiration Software

Offers a visual approach to idea development and communication. Provides diagramming and outlining tools to help students generate, organize, and present their ideas quickly and professionally.

### STASH, the Study Tool v1.0, Thayer Software

Provides the tools for developing custom flash-card sets. Enables students to print cards, display cards on the screen, or print study sheets.

### Tabletop v1.0, Brøderbund Software

Offers a visual tool for storing, graphing, and analyzing numerical and categorical data. Represents data as animated icons that move as students change the graph constraints.

### Web Workshop (School Version) v1.2, Sunburst Communications

Offers a student-oriented introduction to designing World Wide Web pages. Includes easy-to-use resources, such as sound and graphics buttons. Helps beginning web designers add links to other pages.

## Resources

### 5000 Mega Pack Photos, Nova Development Corporation

Offers a wide variety of photographic images that can be used to illustrate newsletters, reports, or other projects. The photographs are in the JPEG-compressed TIFF format, usable with a wide range of software.

### Educator's Internet CD, Volume 1, Number 4, Classroom Connect

Combines the content of actual World Wide Web sites in various subject areas with extensive lesson plans and student handouts. Allows students to explore sites and practice web navigation without having a live Internet connection.

### Grolier Multimedia Encyclopedia 1998, Mindscape

Combines the resources of a 21-volume encyclopedia with the impact of video and animation. Includes hypertext searching tools for exploring ideas by

linking words across cultures and time. Contains pictures, video clips, sounds, maps, and speeches. For users with an Internet connection, provides direct links to related resources on the World Wide Web.

## Teacher Support Materials

This kit includes a Teacher's Guide offering detailed information on installation and getting started using the software. In addition to activities from the software publishers, seven Units of Practice, Apple's unique research-based framework, help teachers integrate technology into their instructional practice. Guides and manuals are provided for the software in the kit. *Out of the Box and Onto the 'Net*, a resource booklet, is also included.

## Ordering Information

<b>Productivity Tools Kit</b> T2196LL/A	<b>\$275</b>
<b>Kit with AppleWorks</b> B3835LL/A	<b>\$300</b>
<b>Kit with an iMac computer</b> (For institutions only) B3917LL/B	<b>\$1,274</b>

**Note:** Kits can be purchased only with a computer.

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