![C:\Users\linda\AppData\Local\Microsoft\Windows\Temporary Internet Files\Low\Content.IE5\BK81A9EW\MC900391630[1].WMF]()**Welcome to the LeRoy Elementary**

**Computer Class for 4th Grade!**

My name is Mrs. Flaherty. I teach computer classes over at the high school. I am excited to be teaching computers to the elementary students this year. I believe the earlier they learn how to use the computers, the more prepared they will be for later grades and when they graduate.

**What We Will Do:**

This year, your student will learn keyboarding skills. Additional instruction is given on Microsoft Word, PowerPoint, Paint, Publisher (time permitted), and Excel. Internet safety and basic researching skills will also be discussed. Possible animation and photo editing will be introduced. Presentation skills will also be introduced. Research skills will also be used.

We will be doing some projects based on what your student is learning in 4th Grade. We will also be doing activities based on spelling, reading, writing, and math.

**Computer Class Website:**
I have created an Elementary Computer Classes Website. Here you will find information on what we are learning each month, handouts, and student examples. Please visit often. Go to: **http://flahertycomputers.weebly.com/**

**![C:\Users\linda\AppData\Local\Microsoft\Windows\Temporary Internet Files\Low\Content.IE5\A7FK92RY\MC900435795[1].WMF]()Computer Lab Rules:**1. Come in quietly and wait for instructions
2. **No** food or drink in the lab
3. Make sure your hands are not sticky
4. Sit at the computer you are assigned **only** - unless I
    need to move you
5. **Don't touch** the computer screen
6. **Be gentle** with the mouse and headphones
7. **Don't delete** any files on the student drive or your
     class folder
8. **Don't print** unless you have permission
9. **Print 1 time** - the printer can be slow depending on
    what we are doing
10. Stay on approved websites only
11. **No** emailing, facebook, or chatting

If you have any questions, please feel free to contact me at FLAHERTYL@leroyk12.org or 962-2911 x.252 (my phone at the high school).

Thank you for letting me teach your 2nd grader!

Linda Flaherty