

Some questions from Adventist school teachers developing needed computer skills

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I daily encounter teachers who need practical tips and encouragement in their integration of technology experience. Here are some questions we discuss.

1. **In what practical ways will the use of computers help to increase the efficiency and quality of my teaching?**

Teachers can find almost limitless ways to use technology to increase the quality and efficiency of their teaching. Have you considered more ways in which computer technology can improve your teaching experience? Some examples of skills that could be of advantage to teachers are: PowerPoint; projector or TV/computer connections; student work posted on the Internet (great PR as well); grading programs; year end video editing; email; picture scanning; virus protection; online report cards for small schools; file backups; or burning CDs.

Visit the following page and check out the practical list of some other interesting ways technology can serve teachers. What Can I Do With a Computer (*dead link*).

2. **When do I get the time to learn?**

Creating Time:

Keep in mind that once a computer skill is acquired (ex. typing, grading program,...) it continually creates significant amounts of time for you. That being said it is true that developing needed computer skills requires for most a meaningful investment of time and patience. Remember to apply basic time management strategies such as dedicating a regular time slot to build computer skills.

3. **Where do I learn and get help?**

Training:

First, take advantage of any computer professional development or summer school opportunity that your school/conference or public school district provides. You may also present your school and conference with a request for "release time with paid substitute". That option is for you if you need extra time to get involved in a special project that will help you develop the skills needed to integrate computer technology in your teaching.

"Practice" time:

Learning new technology remains a life long journey for all. In some ways learning computer skills is like learning to play a musical instrument. Take it step by step without worrying about the mountain you are climbing. Make sure that you have easy access to a computer at school and at home. You can then practice any time you have a minute to spare. Many teachers find that the best time and place to learn is at home as they discover and develop practical ways to increase the quality and efficiency of their teaching.

Mentors:

A mentor is not an educational technology leader or a computer technician. A mentor is anyone who has acquired a computer skill and acts as an informal (or formal) computer helper to a friend

or colleague. Mentors are good at communicating steps, modeling their use of technology, and tutoring friends or fellow teachers. Look around for teachers in need of your attention.

When you are in need of a mentor don't be shy; everyone I meet enjoys sharing his or her acquired computer knowledge with others. It's fulfilling. Try it!

Some Encouragement:

Many users would benefit from adopting this motto. "One project at a time and one step at a time." It is very good for you to "fight" with your computer as long as your courage remains intact. Your learning experience should remain mostly pleasant - enough to challenge but not overwhelm. Put your problems and questions aside and bring them to someone who can help. Also expect and allow time for the occasional encounter with hardware or software glitches - welcome to the wonderful world of computers. When it fails and requires expert attention take it with patience and a grain of salt.

4. How can I increase the development of multiple intelligences through the use of computer technology?

[Practical strategies](#) (.pdf format) from [Tammy's Technology Tips for Teachers](#) (worth downloading)

5. Useful teacher tutorials and resources that answer some of your practical questions:

- Is this educational software worth buying?
Educational Software summaries and reviews: [Superkids](#)