**Newsletter Project Directions**

Objectives: To give you experience working with Publisher, and show how you can use it to report information on a selected topic.

* **Day 1** = Decide if you want to work on your own or with a partner. Identify a topic from a trusted Internet site that has been provided by your teacher and provides historical information. An example of a website that can be used is [www.teachinghistory.org](http://www.teachinghistory.org) and a direct link for topics is <http://teachinghistory.org/history-content/website-reviews>. Links from this site lead to .edu, .gov, or .org sites.
* **Days 2 & 3** = Research and Record. As you gather research, use the provided form to record your information. You will be required to gather at least **five** pieces of information from a minimum of **three** different types of resources. Type of resources include the following:
* Book Section
* Case Title
* Film
* Journal Article
* Interview
* Sound Recording
* **Day 4** = Review samples of newsletters (provided), select a template, create a document, determine length of document (1-4 pages), and determine and record a title, student name(s), and a date. **Note**: A two-page newsletter is most favorable.
* **Day 5** = Page 1 Top‐ Expository. Title your story (appropriate title) and then using the top part of Page 1, use expository form to provide a summary of your chosen topic. You need an introduction, a body, and a conclusion (three paragraphs total). Use at least one quote/reference in this story.
* **Day 6** = Page 1 Bottom‐ Facts. Title this section and provide three facts, on chosen topic, in bullet form. Use at least one quote/reference.
* **Day 7** = Page 2 Top‐ Compare and Contrast. Determine a compare/contrast item for your chosen subject, and then create a Venn diagram to report the information. Select three contrasts for each side of the diagram and three comparisons for the center of the diagram.
* **Day 8** = Page 2 Bottom‐ Persuasive. Use persuasive‐ style writing to write an opinion on your chosen topic.
* **Day 9** = Formatting. Add two‐ three graphics that illustrate key points of information you’ve included in the newsletter.
* **Day 10** = Review for spelling and grammar mistakes. Edit, if necessary. Turn in final document.