# USERS' GUIDE and LESSON PLANS



# **Super Star Online by Help Me 2 Learn**

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# Letters & Numbers Beginning Level Reading and Math

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# **Letters & Numbers - Overview/Helpful Tips**

(Appropriate for Grades Preschool – 2, target grades PreK - K)

#### Dear Teachers:

Since you have one of the hardest jobs in the whole world, we thought we would make your job a little easier by introducing you to Letters & Numbers and the Super Star Online.

Letters & Numbers is one in a series of computer programs, which help you teach reading using a system of Phonics. This program will also help children learn their numbers as well. These programs are designed to supplement and enhance your normal classroom instruction.

By playing Letters & Numbers, your class will learn all about:

#### **LETTERS**

- Letter Names
- Number Recognition to 10 & to 30
- Letter Recognition
- Order of the Alphabet
- Beginning Letter of a Word
- Beginning Sounds/Phonics
- Ending Sounds/Phonics
- Beginning Spelling
- Beginning Reading

#### **NUMBERS**

- Number Recognition to 10 & to 30
- Counting to 5, 10, 20 & 30
- Number Order to 10 & to 30
- Beginning Addition to 10
- Beginning Subtraction to 10
- AND MORE.....

Letters and Numbers includes all the components necessary for effective learning:

- 1. Instruction in the form of animated songs and animated presentations
- 2. Speed Rounds to build the fluency
- 3. Engaging Activity or Game a fun way to use the letters, sounds, words and math used in the lesson
- 4. Pre-Test and Post-Test proof of progress and mastery of the lesson
- 5. The Super Star Motivational and Data Tracking System
- 6. Teacher Features to give teachers the controls and reports they need

**Instruction** – Letters and Numbers gives features 11 instructional and wonderful songs from Twin Sisters. Each song covers the objective of the lesson. Music can be a powerful tool to help students learn. There is no tracking of right or wrong responses in the songs. Once a student completes listening to a song, they will earn a gold star. This makes it very easy to earn some gold stars.

**Speed Rounds** – Our phonics courses use a "Learn the Words" activity followed by a Speed Round. In Letters and Numbers, we use speed rounds to build fluency in letter recognition and math.

Here are some suggestions and tips for using our Speed Rounds:

- If possible, make the Speed Rounds a whole class activity (you may want to create a new user account for class presentations; you can make this account active or inactive as needed). If you can project the Speed Rounds to a screen and lead the class through the questions.
- When appropriate, let your kids complete the speed rounds by taking turns. For small classes you can let each kid complete the speed round. For larger classes you can create teams and let them take turns. You will find that this will encourage them to do the speed rounds on their own account.
- If a whole class activity is not possible when the kids are working on their own, work with the kids to make sure that they are not skipping over the Speed Rounds. Watch them complete the speed rounds and make sure that they complete the speed round to the required level before going on.
- Our "Speed Rounds" are basically timed flash cards that allow the student to build their skills. A cumulative point total of the "Speed Rounds" can be found by clicking on the "Speed Round" button from the "Super Star" page. Check the speed rounds tab to make sure that students are completing the speed rounds to the required level.
- Speed rounds are not required to earn a silver or gold star certificate of achievement. Students are encouraged to score 15 points or higher before going to the game. You can make the courses progressive, thus requiring completion of the speed rounds.

**Engaging Activity or Game** – Each animated song and Speed Round is followed by an activity or a game. We hear it all the time how much the kids love Super Star and our activities and games are the reason why.

Students who go directly to the games may find that they don't know the words or have the skills required to complete the games. If necessary, teachers can make the course progressive to require the student to complete each part of the lesson before going on.

Another reason that are activities and games are among the best is that we offer a wide variety of games and game types. Our games not only require knowledge of the lesson objectives, but also require problem solving and critical thinking. If a student is unable to complete an activity of game to the gold star level on the first try, they can repeat until they do earn a gold star. Teachers also have the ability to set the game level difficulty, so that the games are appropriate for the student.

We also suggest that whenever possible, the activities and games also be used as a whole class activity or competition. We make several suggestions in our lessons to encourage teachers to use different methods of using our games as a whole class activity. When teachers are able to do this, it takes our lessons to a much higher level of engagement and fun, making the class and school exciting.

The main objective of the songs, activities, and games is to engage the student in learning and give the student a way of applying and using the knowledge they have gained in the lesson. We love to hear that students are learning, but they think they are just playing games. "Your kids will love learning with Super Star!" Isn't that what is all about, developing a love of learning?

**Pre-Test and Post-Tests program** – Letters and Numbers is really two programs; the instructional program and a Pre-Test and Post-Test program. We highly recommend that you take advantage of our pre and post-tests. These tests assess and give you a detailed report of each student's ability before and after they use our instructional program. All of the Pre-Tests should be given to your students prior to using our program or before they start a lesson. Complete the Post-Tests after a lesson is completed or after the student receives their gold star certificate of achievement. There are 10 tests and 25 random questions in each test. The student has a maximum of 2 minutes to complete each section, but if they complete the 25 questions before the 2 minutes is up that section will end, so the tests should not take longer than 35 minutes to complete. Once a student completes a segment, a check will appear on the main menu showing the pre-test was completed. A student cannot retake a pre-test but can retake a post-test. If a student retakes a post-test, only the last results will show.

The Pre-Test can be an important tool to determine if the student is ready for Letters and Numbers or if the student has already mastered the lessons of Phonics 1a. If they are unable to complete the Pre-Test or complete it below a random guessing level, you should consider starting them in a lower level course.

To view the Pre-Test and Post-Test results, you will need to login using your teacher account and access the Student Management section from the Teachers & Admins button on the main contents screen of Letters and Numbers.

**Super Star Motivation and Tracking System** - This is a simple and effective way to keep track of your students as they progress through the activities. It keeps track of their right and wrong answers. By using positive reinforcement and a star system, students are provided with incentives to get the correct answers. If students complete an activity with some incorrect answers, they will earn a Silver Star. If the activity is completed to a very high level, they earn a Gold Star.

The Silver, and Gold stars that they have earned are displayed on the Super Star page along with the student's name. The idea is stellar: students will go for the Gold as they successfully complete activities and master Letters and Numbers – Vowel Sounds!

If a student wants to earn a Gold Star on an activity where a Silver Star was earned, they can click on the star and they can replay the activity. This motivational system allows teachers to track an individual student's progress. With your permission, once a

student has a star on every page, they can print out the Silver Star, or Gold Star Certificate, depending on their accomplishments.

Teachers can also access the "Super Star" page by clicking on the "Star" button at the bottom center of any page. Other buttons show the Speed Round scores, the lesson view progress and the detailed progress page. More information is available in the back of this guide.

# **Teacher Features Navigation:**

With you, the teacher, in mind, we have created a simple and intuitive program. Although the English language can be difficult and confusing, we have broken the process of reading into easy to learn steps. We developed the program so that almost any child can use the program successfully with a minimum amount of supervision. However, the program is most effective when teachers supervise their class while using this program.

Simply use the "Next" and "Back" buttons to navigate through the program. You can also use the buttons on the Table of Contents screen. Organized like a traditional book, the first set of buttons takes you to the major sections, while the smaller buttons takes you to individual pages of this "electronic" book. You can always return to the main page of the Table of Contents by clicking on the "Contents" button. While we have provided these "easy to use" navigation systems, most students will eventually learn that they can easily navigate the program by using our "Super Star" page, by clicking on the star in the bottom center of the page and then clicking on a star to go to that activity.

#### **Class Management System:**

In most cases, teachers are allowed (managed by the site administrator) to manage their classes. Teachers can then add or remove the courses that are assigned to the class and add or remove students assigned to the class. Teachers can also create subclasses and add students and courses to the sub-class so that students can have access to the courses that are most appropriate to them. Teachers may also have the ability to add new students to their class or make students inactive if they leave the class.

**Student Management System:** The Student Management features can be accessed from the Teachers & Admins button found on the main contents screen of Phonics 1a. You must sign-in using your teacher account to access these features. From the Student Management screen, you have several options:

- Class Progress Course Report
- Class Pre-test and Post Test Report
- Feature Locks
- Users' Guide and Lesson Plans

You can read a complete explanation of each of these features in the Student Management section of this guide found near the end of the guide.

- Using your Super Star Online teacher account, be sure to explore our Teacher & Admins Resource course which has written and video tutorials of our teacher features.
- Our ten instructional songs are fun to sing along in the classroom! Music and learning phonics go together like peanut butter and jelly! Be sure to break up the content into small, bite-sized pieces as your students learn phonics in each lesson every day.

**Print Pages:** Our courses feature many print pages, which are designed to be a way for students to do the activities in our lessons on paper. You will find the print pages in each lesson of this guide or you can find them in our Student Management section of Phonics 1a. Teachers have permission to print any or all of the pages of this guide and the activity print pages for use in their classroom (teachers may not sell or make the pages available for commercial purposes). Some teachers like to print the activity pages and laminate them so they can be reused. Have fun!

We congratulate you for your dedication in teaching children through the wonders of technology. We know you will love this program, please consider some of our other titles:

- Beginning Reading with Phonics
- Silly Pictures
- Silly Sentences
- Phonics 1a Vowel Sounds
- Phonics 1b Consonant Sounds
- Phonics 2a Intermediate Level
- Phonics 2b Intermediate Level II
- Language Arts Review 3a Advanced Level, with Sports
- Language Arts Review 3b Advanced Level II, with Sports
- Spanish 1a with Phonics/ Inglés 1a con Fonética
- Games of Math 1 Addition and Money
- Games of Math 2 Subtraction and more
- Games of Math 3 Multiplication
- Games of Math 4 Division and Fractions
- Super Star Movies
- Teachers and Admins Resources

Thank you,

The Help Me 2 Learn team

Contact us at: www.helpme2learn.com info@helpme2learn.com

toll free: 800-460-7001 fax: 888-391-8415

# **Letters Lessons**

# **Lesson 1: Letter Recognition**

- The Talking Alphabet
  - Level 1: lower-case letters
  - Level 2: upper-case letters
- Letter Recognition Speed Round

#### **OBJECTIVE**

To help the child learn the names of each letter for both upper case and lower case letters.

#### **STANDARDS**

- Recognize and name all upper- and lowercase letters of the alphabet.
- Demonstrate basic knowledge of one-to-one letter-name correspondences by producing the name of each letter.

#### **ACTIVITY:**

Click on each of the letters to hear the name of that letter. In Level One, the students will learn to identify the lower case letters and in level 2, they will learn to identify the upper case letters.

If you want, you can click on the "Movie" button at the bottom where you will see the same presentation as if you clicked on all of the letters consecutively. This is a great tool to use if you want to see and hear the letter names taught all together without having to click on each one individually.

Click on "Next" to go to the speed round. Have your students help you find the matching letter. You can have them call out the number of the box that the matching letter is in. Click on that box and continue.

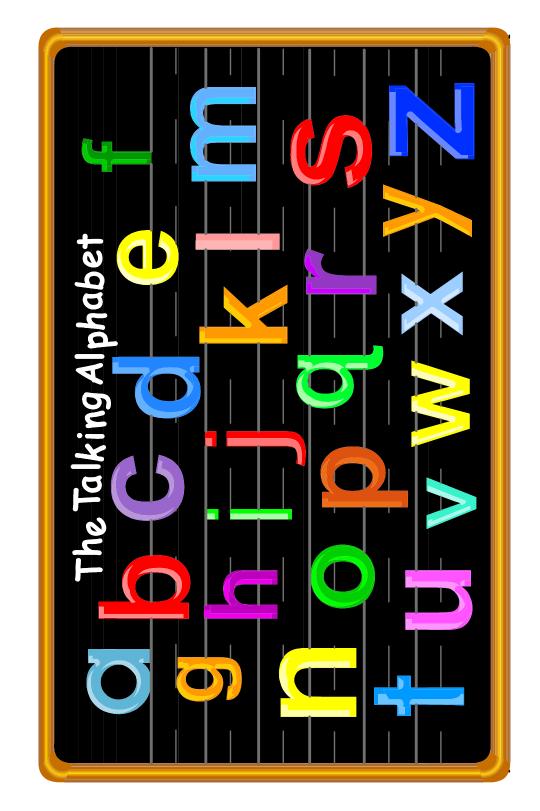
#### **OTHER RELATED ACTIVITIES:**

Create an alphabet book that your students can help make. Find pictures or have students draw pictures of things that start with each letter of the alphabet.

Create a "touch alphabet" in your class. Find small objects that begin with each letter of the alphabet and use a pocket chart or container to display them. For example: a-apple, b-ball, c-cup, d-dog etc.

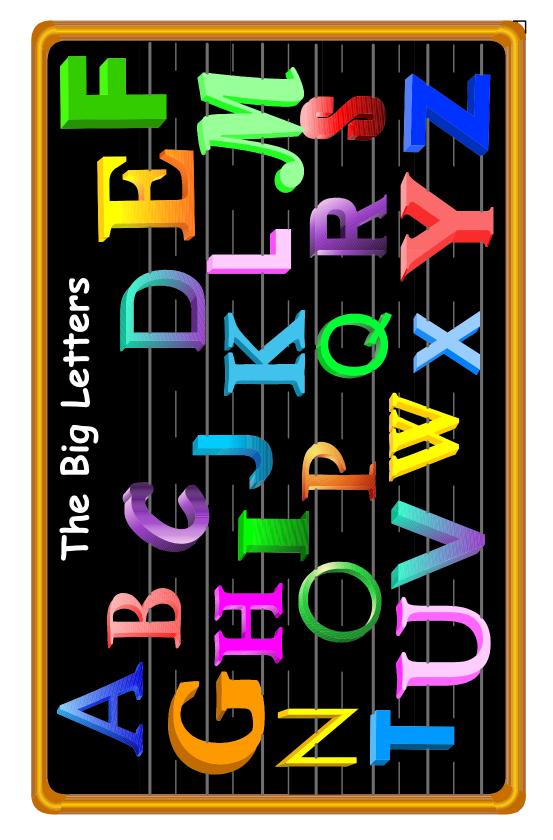
Have students start forming letters of the alphabet. Pour salt or fine sand in the bottom of a pan or shallow box. The students use their finger to make the letters.

# Point to each letter and say the letter name.



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# **Lesson 2: Matching Letters**

- The ABC Song
  - Level 1: normal or slow speed
  - Level 2: vocals on or off
- Birthday Party Game
  - o Level 1: lower-case letters
  - Level 2: upper-case letters
- Letter Names Speed Round

#### **OBJECTIVE**

This lesson is designed to help the child know their alphabet by being able to identify the matching letter.

#### **STANDARDS**

- Recognize and name all upper- and lowercase letters of the alphabet.
- Demonstrate basic knowledge of one-to-one letter-name correspondences by producing the name of each letter.
- Follow words from left to right, top to bottom, and page by page.
- Recognize that spoken words are represented in written language by specific sequences of letters.
- Understand that words are separated by spaces in print.

#### **ACTIVITY:**

Play the ABC Song for your class and encourage them to sing-along.

Click on the "Next" button to go to "Buddy's Birthday" game. After you click on the "Start" button, you will see some of Buddy's presents and you get to open them. But you can only open the presents if the letters match. You can get some help by holding the mouse over the present before you click. This activity is a great way to help your students recognize their letters as they play a little matching game.

Click on the "Next" button to go to the speed round. Have the students tell you the answers and then click on those letters or words and repeat until the time is up. You can call on individual students, the whole class, or split them into teams and make it a fun game.

Level 1 will display the lower case letters and Level 2 will display the upper case letters.

Pass out the letter matching worksheets. (You can make copies of the worksheets provided in this manual, or print them out from your computer.) Give your students time to work on it and then go over the answers with them.

#### **OTHER RELATED ACTIVITIES:**

Display two sets of alphabet cards in a pocket chart and have students choose matching letters. The children can use these cards to practice on the floor also.

Use the alphabet cards to play "Find Your Partner". Pass out letter cards and have your students find their partner letter.

**Note:** there are many other activity suggestions in the Additional Classroom Activities section of this guide, located near the end of the guide.

## The ABC Song

A B C D E F G
H I J K L M N O P
Q R S T U V
W X Y and Z
Now I've said my A B C's!
Tell me what you think of me.

Learn your letter names with me,
A B C D E F G.
It is really fun to sing.
H I J K L M N O P
Q R S T U V,
W X Y and Z.
"I can sing the alphabet backwards."
"Backwards?"
"Yes, let's start from Z and sing them to A. Listen to me first!"
Z Y X and W,

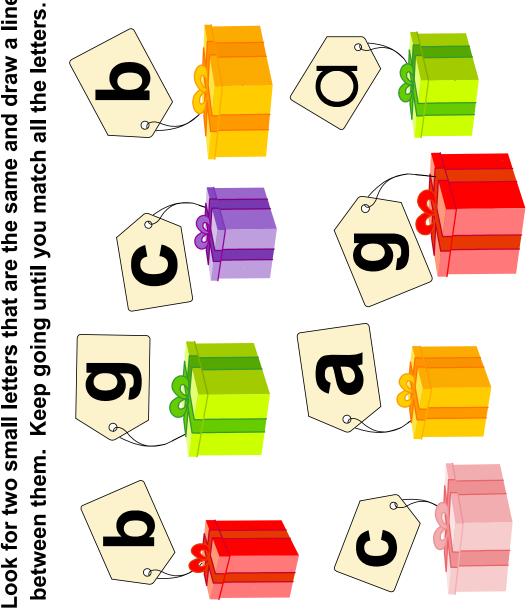
V U T S R and Q. P O N M L and K. Wow, you sure have made my day. J I H G F and E, D C B A. I can sing.

Z Y X and W, V U T S R and Q.
P O N M L and K. Wow, you sure have made my day.
J I H G F and E,
D C B A. I can sing

Letters make up words to read.
Learn them and you will succeed.
Backwards, forwards, any way.
I can say my letter names.
I can do most anything, because I know my A B C's!

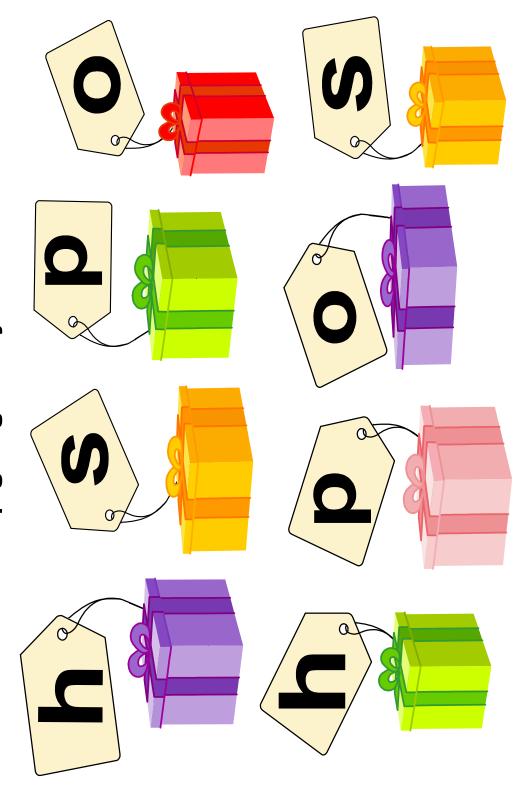
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Look for two small letters that are the same and draw a line



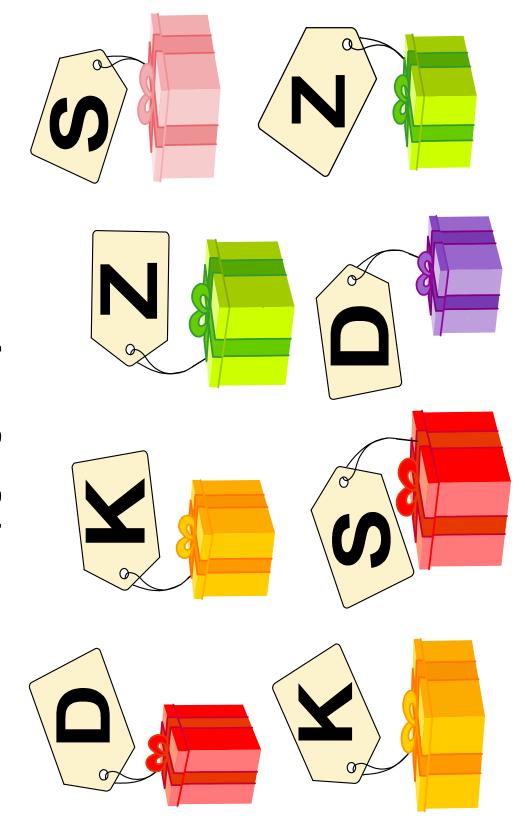
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Look for two small letters that are the same and draw a line between them. Keep going until you match all the letters.

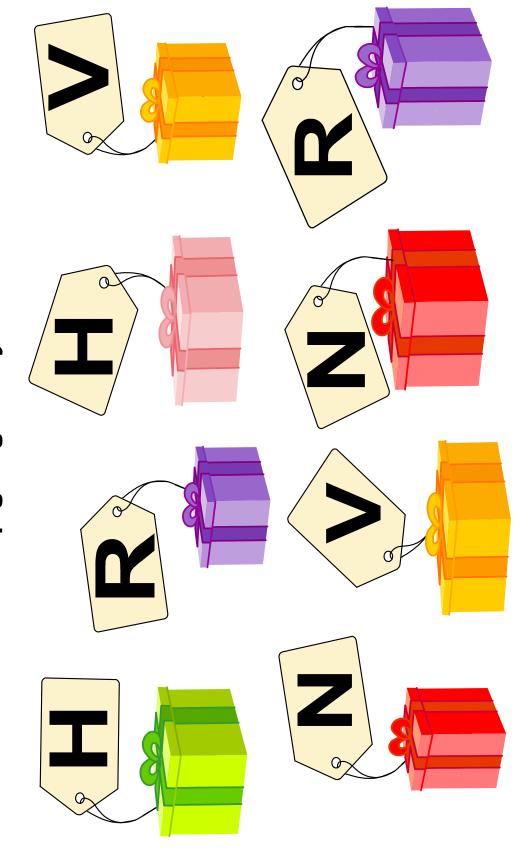


Look for two small letters that are the same and draw a line between them. Keep going until you match all the letters.

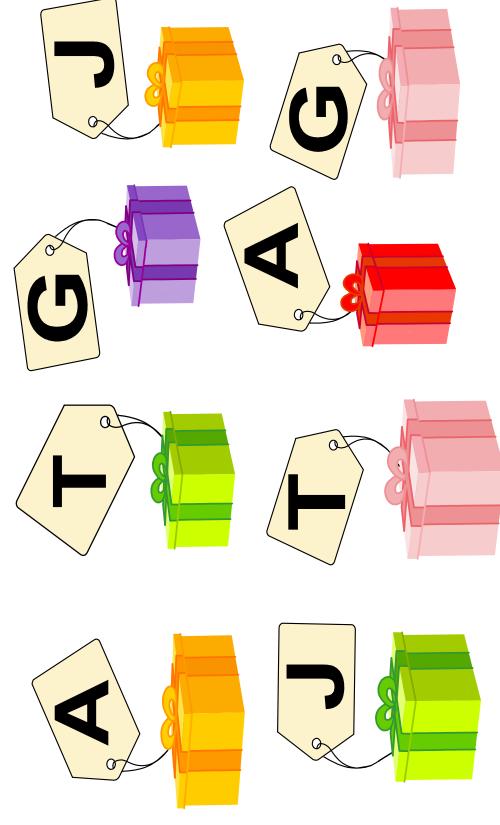
Look for two big letters that are the same and draw a line between them. Keep going until you match all the letters.



between them. Keep going until you match all the letters. Look for two big letters that are the same and draw a line



between them. Keep going until you match all the letters. Look for two big letters that are the same and draw a line



## **Lesson 3: Alphabet Order A-Z**

- Alphabet Rock Song
  - o Level 1: normal or slow speed
  - Level 2: vocals on or off
- Dot-to-Dot A-Z Game
  - Level 1: lower-case letters
  - Level 2: upper-case letters
- Letter Order Speed Round

#### **OBJECTIVE**

This activity will enable the students to learn the order of the alphabet.

#### **STANDARDS**

- Recognize and name all upper- and lowercase letters of the alphabet.
- Demonstrate basic knowledge of one-to-one letter-name correspondences by producing the name of each letter.
- Follow words from left to right, top to bottom, and page by page.
- Recognize that spoken words are represented in written language by specific sequences of letters.
- Understand that words are separated by spaces in print.

#### **ACTIVITY:**

Play the, "Alphabet Rock" song for your class and encourage them to sing-along.

Level 1 – This is a dot-to-dot activity using lower case letters. Click on one of the buttons, either a-i, i-q, or q-z. Mouseover the letter to hear its name first and then click on each letter in order to complete the dot-to-dot. Once the dot-to-dot is completed, click "Play Again" and select the next group.

Level 2 – This is the same method for Level 1, but this dot-to-dot is using upper case and lower case letters with the entire alphabet for each dot-to-dot game.

Click on the "Next" button to go to the speed round. Have the students tell you the answers and then click on those letters or words and repeat until the time is up. You can call on individual students, the whole class, or split them into teams and make it a fun game.

Pass out the dot-to-dot worksheets. (You can make copies of the worksheets provided in this manual, or print them out from your computer.) Give your students time to work on it and then go over the answers with them.

#### **OTHER RELATED ACTIVITIES:**

Have your class stand in a circle. They say the alphabet together and then one student starts with "a" and they go around the circle saying the alphabet in order.

Use magnetic letters or alphabet cards. Mix up the letters and have students put them in order. Then they say the alphabet.

# **The Alphabet Rock**

ABCDEFGH IJKLMNOPQ RSTUVWXYZ

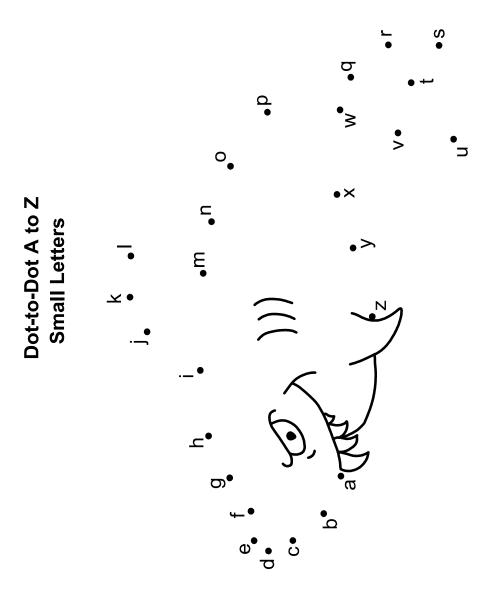
Now let's sing it again! ABCDEFGH IJKLMNOPQ RSTUVWXYZ

That's the Alphabet Rock!

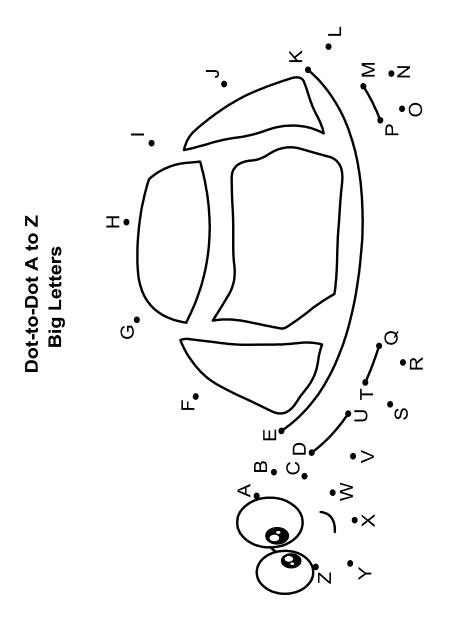
ABCDEFGH IJKLMNOPQ RSTUVWXYZ

That's the Alphabet Rock! That's the Alphabet Rock! Yes, that's the Alphabet Rock!

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#### **Lesson 4: Letters & Words**

- Silly Alphabet Song
  - o Level 1: normal or slow speed
  - Level 2: vocals on or off
- Reading is Fun (bonus activity)
- Name the Animals
  - Level 1: easy (with clue)
  - Level 2: hard (additional letter without clue)
- Animal Name Speed Round

#### **OBJECTIVE**

This activity is designed to allow the children to see how the beginning letter of a word looks and sounds.

#### **STANDARDS**

- Recognize and name all upper- and lowercase letters of the alphabet.
- Demonstrate basic knowledge of one-to-one letter-name correspondences by producing the name of each letter.
- Demonstrate understanding of spoken words, syllables, and sounds (phonemes).
- Know and apply grade-level phonics and word analysis skills in decoding words.
- Follow words from left to right, top to bottom, and page by page.
- Recognize that spoken words are represented in written language by specific sequences of letters.
- Understand that words are separated by spaces in print.

#### **ACTIVITY:**

Play the "Silly Alphabet Song" for your class and encourage them to sing-along. Then click on the "Next" button.

Bonus Activity – Click on Sissy or Buzz to hear a special message about reading (or click on the "Start" button to hear both presentations). Discuss the fun and importance of learning to read and the process of learning to read. Click on the "Next" button. There is no Super Star for this activity.

Level 1 – This level shows the name of an animal with the beginning letter underlined. Match that letter with one of the letters below and click on it.

Level 2 – This level has the same concept as level one, but the name of the animal with the underlined letter has been removed and there are more letters to choose from than before.

Click on the "Next" button to go to the speed round. Have the students tell you the answers and then click on those letters or words and repeat until the time is up. You

can call on individual students, the whole class, or split them into teams and make it a fun game.

Pass out the "Beginning Letter of Words" worksheets. (You can make copies of the worksheets provided in this manual, or print them out from your computer.) Give your students time to work on it and then go over the answers with them.

#### **OTHER RELATED ACTIVITIES:**

Hold up objects or pictures of things that begin with letters of the alphabet. Have your students say the word and tell you the beginning letter.

Have your class stand in a circle. Give them a letter and have them go around the circle passing the letter and saying words that begin with that letter. You can change the letter at anytime.

# The Silly Alphabet Song

A is for apples, alligators, anteaters.

B is for big, bright, blue balloons.

C is for cats and coats and candy.

D is for dogs, ducks, daffodils.

E is for elephants, F is for frogs.

G is for goats, and H is for hogs.

I is for igloos, J is for jacks.

K is for kittens, L is for lamps.

M is for monkeys, milk, and mountain lions.

N is for naps and noses too.

O is for old owls and odd ostriches.

P is for puppies, parents, and plants.

Q is for quilts, and R is for roads.

S is for snakes, and T is for toads.

U is for umbrella, V is for vans.

W is for whales, and X is for x-rays.

Y is for yellow, yummy, yellow jackets.

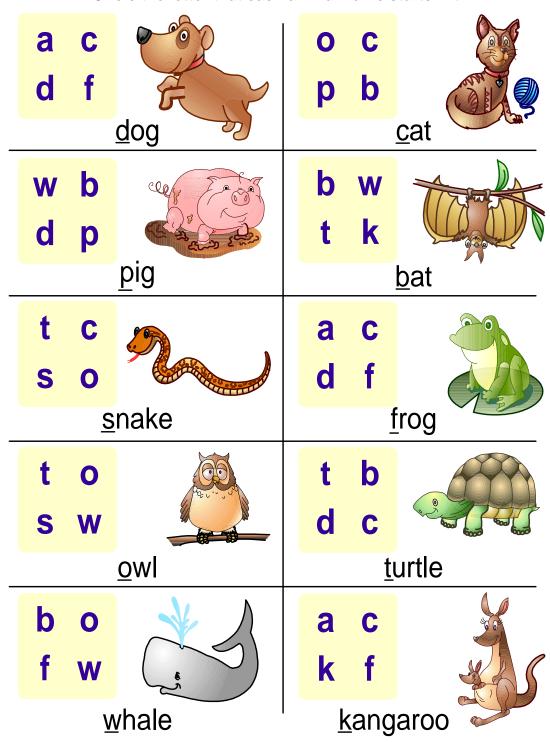
Z is for zippers, zebras, zoos.

Letters in the alphabet form the words we use.

It's all up to you which letters you choose.

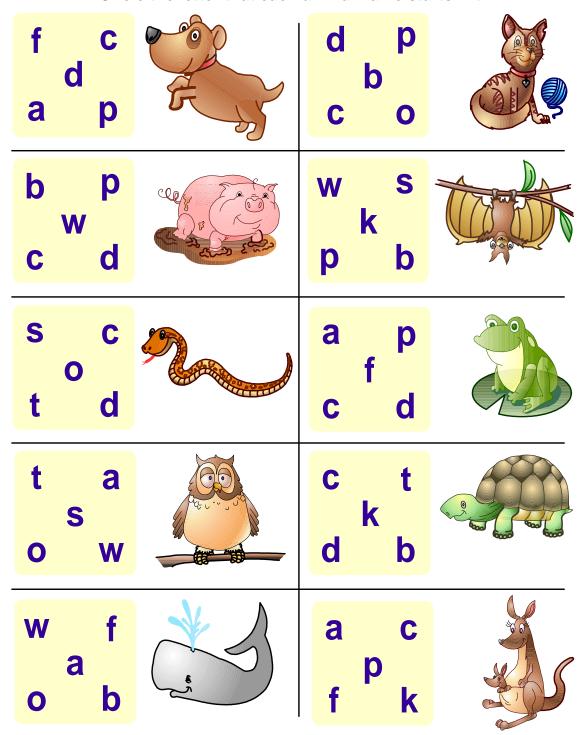
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#### Circle the letter that each animal name starts with.



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#### Circle the letter that each animal name starts with.



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#### **Lesson 5: Letter Sounds**

- If You Know the Sound of song
  - o Level 1: normal or slow speed
  - Level 2: vocals on or off
- Learn the Letter Sounds (bonus activity)
- The Phonics Word Finder Game
  - Level 1: beginning sounds of words
  - Level 2: ending sounds of words

#### **OBJECTIVE**

This lesson will allow the students to begin to hear the sound that letters make at the beginning of words.

#### **STANDARDS**

- Demonstrate understanding of spoken words, syllables, and sounds (phonemes).
- Know and apply grade-level phonics and word analysis skills in decoding words.
- Demonstrate basic knowledge of one-to-one letter-name correspondences by producing the name of each letter.
- Write a letter or letters for most consonant and short-vowel sounds (phonemes).
- Recognize that spoken words are represented in written language by specific sequences of letters.
- Understand that words are separated by spaces in print.

#### **ACTIVITY:**

Play the "If You Know the Sound of" song for your class and encourage them to sing-along. Then click on the "Next" button.

Bonus Activity – Click the "GO" button to take you to the "Learn the Letter Sounds" section. Place your cursor over any letter to hear the sound of that letter. You can also click on a letter to hear more about that letter. You can click on any of the letters at the bottom to go directly to that letter or you can click on the "Next" button to go to the next letter. You can also click on the "Movie" button to play all of the letters consecutively.

This is a good time to explain the difference between a letter name and a letter sound or the concept of Phonics. There is no Super Star for this activity.

Level 1 – Looking for the beginning sounds of words in this level. There is a letter displayed on the chest. Mouseover the items in the room until you see the beginning sound that corresponds to the letter shown on the chest. Once you have found the correct one, click on it and drag it to the chest.

Level 2 – This level has the same concept except that you will be looking for the ending sounds of words. Mouseover to find the same ending sound as what appears on the chest, click and drag it to the chest.

Click on the "Next" button to go to the speed round. Have the students tell you the answers and then click on those letters or words and repeat until the time is up. You can call on individual students, the whole class, or split them into teams and make it a fun game.

Pass out the Phonics Finder worksheets. (You can make copies of the worksheets provided in this manual, or print them out from your computer.) Give your students time to work on it and then go over the answers with them.

#### **OTHER RELATED ACTIVITIES:**

Play the Phonics Finder game in your class. Find things that begin with various letters.

#### If You Know the Sound of

If you know the sound of B, shout it out loud BB
If you know the sound of B, shout it out loud BB
If you know the sound of B, then boys and bells and buttons too,
Will be easy as can be for you to say BB

If you know the sound of C, shout it out loud CC
If you know the sound of C, shout it out loud CC
If you know the sound of C, then cats and coats and camels too,
Will be easy as can be for you to say CC

If you know the sound of D, shout it out loud DD

If you know the sound of D, shout it out loud DD

If you know the sound of D, then dogs and ducks and dandelions,

Will be easy as can be for you to say DD

If you know the sound of F, shout it out loud FF
If you know the sound of F, shout it out loud FF
If you know the sound of F, then frogs and fish and feathers too,
Will be easy as can be for you to say FF

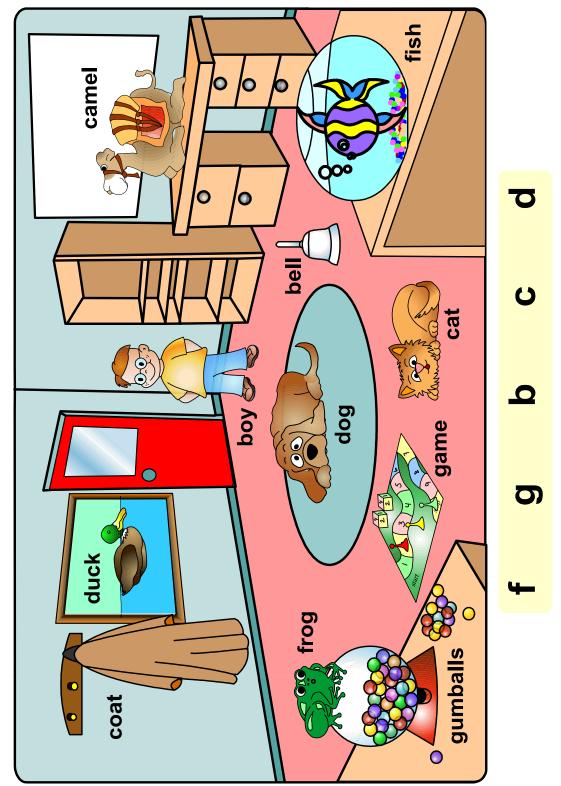
If you know the sound of G, shout it out loud GG
If you know the sound of G, shout it out loud GG
If you know the sound of G, then goats and games and gumdrops too,
Will be easy as can be for you to say GG

If you know your letter sounds then shout HOORAY! HOORAY! If you know your letter sounds then shout HOORAY! HOORAY! If you know your letter sounds then B C D and F and G, Will be easy as can be for you to say! Since we know our letter sounds then B C D and F and G, Will be easy as can be for you to say!

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# **Phonics Finder - Beginning Sounds**

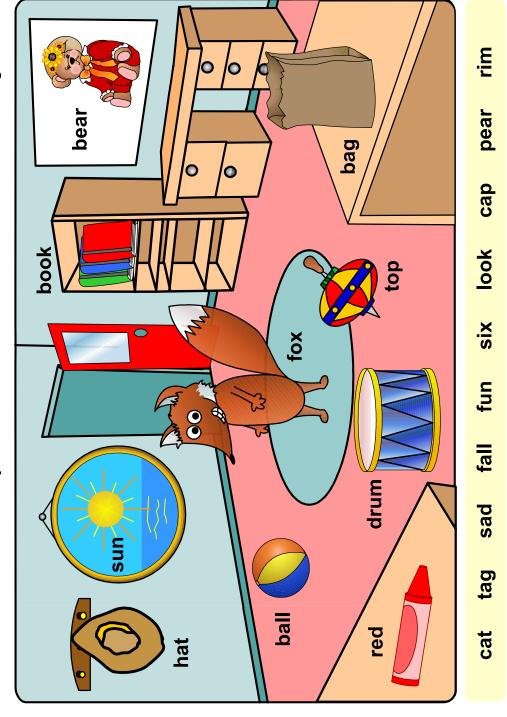
Draw a line from each letter to the picture of the object that starts with that letter.



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## **Phonics Finder - Ending Sounds**

Draw a line from each object to the word below that has the same ending sound.



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#### **Lesson 6: Spelling**

- First Letter of Words Speed Round
- Betty Bunny Song
  - o Level 1: normal or slow speed
  - o Level 2: vocals on or off
- Using the Alphabet
  - Level 1: My First Alpha bet Poems
  - Level 2: Color Betty Bunny
  - note: students do not earn a star for these activities.
- The Spelling Game
  - o Level 1: three clues
  - o Level 2: two clues then one clue
- Spelling Speed Round

#### **OBJECTIVE**

This lesson simply shows how the alphabet can be used to create poems and stories. This lesson gives the student a great start at spelling concepts.

#### **STANDARDS**

- Demonstrate understanding of spoken words, syllables, and sounds (phonemes).
- Know and apply grade-level phonics and word analysis skills in decoding words.
- Demonstrate command of the conventions of standard English capitalization, punctuation, and spelling when writing.

#### **ACTIVITY:**

Level 1 - This is a poem that can be read 3 different ways. One way is by clicking on any one of the letters shown on the right hand side to be taken to that letter of the poem. Once you have heard the poem for that letter, simply click on the "Reset" button. Another way to make your way through the poem is to click on the "Read to Me" button on the right and sit back and the entire poem will be read. The final way you can hear the poem is by clicking the "Next" button after each page has been read.

At any time in the poem, you can click the "Stop" button to pause the reading and then click "Start" to resume.

Level 2 - This activity is just for fun. Play the "Betty Bunny" song for your class and encourage them to sing-along. Pass out the color Betty Bunny work sheet. (You can make copies of the worksheet provided in this manual, or print them out from your computer.)

Spelling: This activity allows you to use several clues to spell a word. The clues you are able to use are a letter clue, a word clue and a picture of the word.

Level 1 - You are given a letter, a word clue and a picture of the word. You are to click on the meteor in the proper order to spell the word based on the clues given.

Level 2 – The process is the same as level 1, but in this level you are given a word clue and a picture of the word. Later on in this level you are given only a word clue. This makes for a great spelling challenge.

Click on the "Next" button to go to the speed round. Have the students tell you the answers and then click on those letters or words and repeat until the time is up. You can call on individual students, the whole class, or split them into teams and make it a fun game.

Pass out the "spelling" worksheets. (You can make copies of the worksheets provided in this manual, or print them out from your computer.) Give your students time to work on it and then go over the answers with them.

#### OTHER RELATED ACTIVITIES:

Prepare letter cards to spell the words from this activity. Mix them up in a pocket chart or on a table. Have students put the words together by sounding it out.

Have a group of students come to the front of the room. Give them big letter cards then say a word. They will arrange their letters to spell the word.

#### **Betty Bunny**

Hey! Bunny, bunny, bunny, bunny, bunny, bunny,

Hey! Bunny, bunny, bunny. How do you do?

Hey! Bunny, bunny, bunny, bunny, bunny, bunny, bunny.

Hey! Bunny, bunny, bunny, I love you!

Hey! Bunny, bunny, bunny, bunny, bunny, bunny,

Hey! Bunny, bunny, bunny. How do you do?

Hey! Bunny, bunny, bunny, bunny, bunny, bunny,

Hey! Bunny, bunny, bunny, I love you!

Now my bunny is blue with a bright, big bow.

It hangs from her head way down to her toes.

She's a beautiful bunny with a bashful smile.

My bunny blows bubbles as she hops for miles.

Hey! Bunny, bunny, bunny, bunny, bunny, bunny,

Hey! Bunny, bunny, bunny. How do you do?

Hey! Bunny, bunny, bunny, bunny, bunny, bunny,

Hey! Bunny, bunny, bunny, I love you!

Now my baby bunny babbles as she reads her books.

Betty Bunny bakes bread; she's a really good cook.

Betty Bunny flies balloons way up in the sky.

And when they fall and break, we both start to cry.

Hey! Bunny, bunny, bunny, bunny, bunny, bunny,

Hey! Bunny, bunny, bunny. How do you do?

Hey! Bunny, bunny, bunny, bunny, bunny, bunny,

Hey! Bunny, bunny, bunny, I love you!

Betty Bunny likes ballet; she brags she's the best.

But her balance is bad. Betty, you need a rest.

So let's go to the beach and play ball in the sand.

Bring your basket and pail; I'll give you a hand.

Hey! Bunny, bunny, bunny, bunny, bunny, bunny,

Hey! Bunny, bunny, bunny. How do you do?

Hey! Bunny, bunny, bunny, bunny, bunny, bunny,

Hey! Bunny, bunny, bunny, I love you! Hey! Bunny, bunny, bunny, bunny, bunny, bunny.

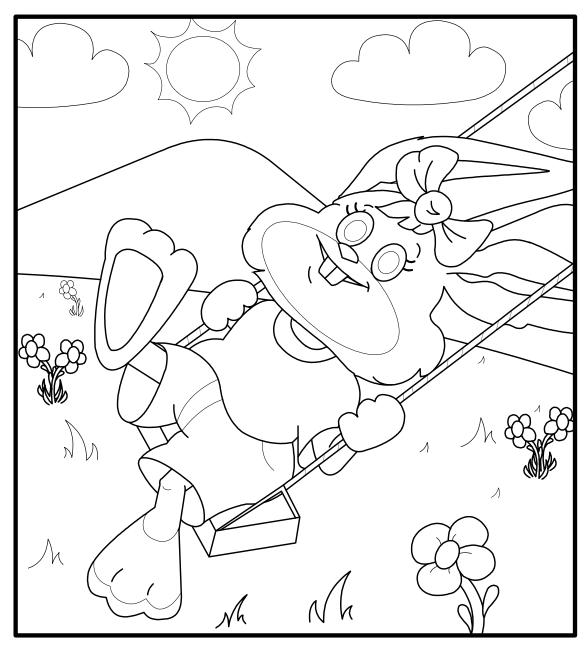
Hey! Bunny, bunny, bunny. How do you do?

Hey! Bunny, bunny, bunny, bunny, bunny, bunny, bunny.

Hey! Bunny, bunny, bunny, I love you!

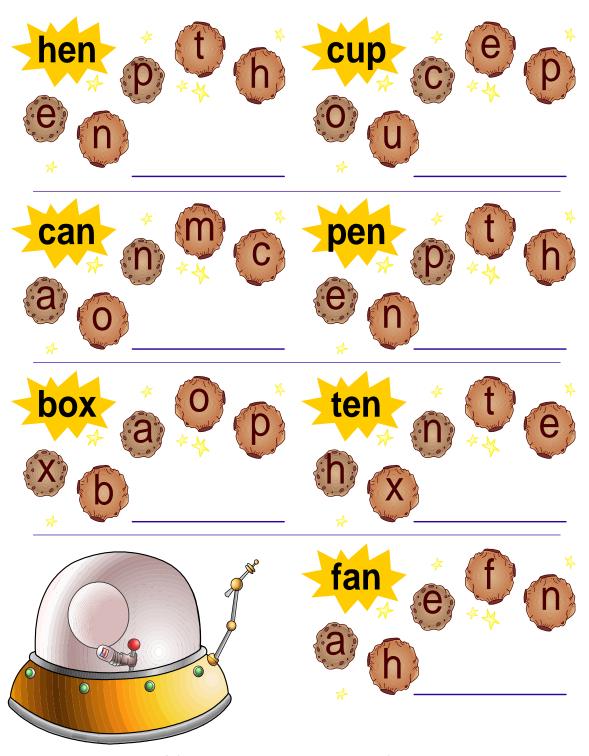
#### **Coloring Activity**

## Betty Bunny



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#### Circle the letters that make up each word. Then write the word on the line.



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### Look at each picture and circle the letters that make up the word for that picture. Then write the word on the line below.



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#### **Numbers Lessons**

#### **Lesson 7: Number Recognition**

- The Talking Numbers
  - o Level 1: 1-10
  - o Level 2: 11-30
- Number Recognition Speed Round

#### **OBJECTIVE**

This is a great lesson on learning the number names and recognizing them in any order.

#### **STANDARDS**

- Write numbers from 0 to 20. Represent a number of objects with a written numeral 0-20 (with 0 representing a count of no objects).
- Count to 100 by ones and by tens.
- Count forward beginning from a given number within the known sequence.

#### **ACTIVITY:**

In this activity, you click on each number to hear the name of that letter. You can click on them individually or you can click on the "Movie" button at the bottom to hear them all played consecutively.

Level 1 – teaches the numbers 1-10

Level 2 – teaches the numbers 11-30

Click on the "Next" button to go to the speed round. Have the students tell you the answers and then click on those letters or words and repeat until the time is up. You can call on individual students, the whole class, or split them into teams and make it a fun game.

Pass out the "1-10 and 11-30" worksheets. (You can make copies of the worksheets provided in this manual, or print them out from your computer.) Give your students time to work on it and then go over the answers with them.

#### **OTHER RELATED ACTIVITIES:**

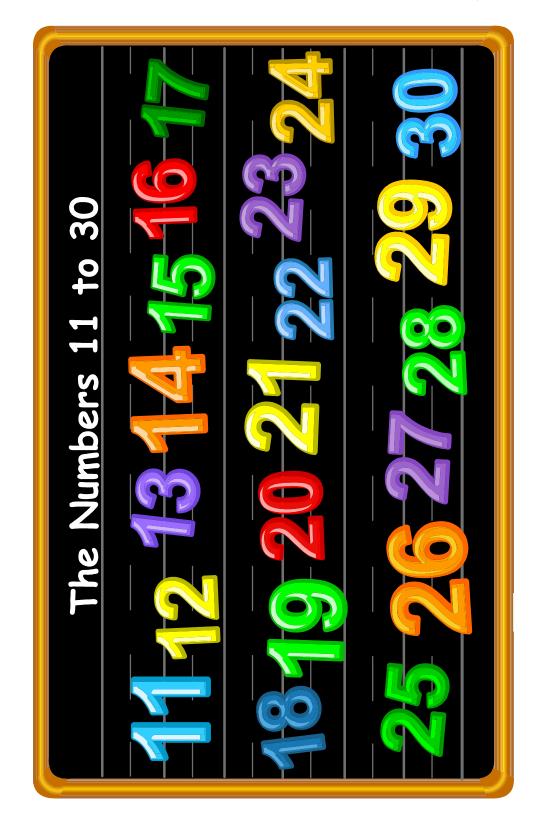
Have your students stand in a circle and count around the circle. Give them the numbers to hold up as they count.

Give your students 10 or 20 connecting cubes or counters. Have them count as they touch the counter or cubes to 10 or 20.

Point to each number and say its' name.



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#### **Lesson 8: Counting to 5**

- Five Little Skunks song
  - o Level 1: normal or slow speed
  - Level 2: vocals on or off
- How Many Little Skunks? Game
  - Level 1: counting
  - o Level 2: adding
- Counting 1 to 5 Speed Round

#### **OBJECTIVE**

This lesson introduces basic counting in level 1 and basic addition in level 2.

#### **STANDARDS**

- Write numbers from 0 to 20. Represent a number of objects with a written numeral 0-20 (with 0 representing a count of no objects).
- Count to 100 by ones and by tens.
- Count forward beginning from a given number within the known sequence.

#### **ACTIVITY:**

Play the "Five Little Skunks" song for your class and encourage them to sing-along.

Level 1 – As the skunks come on to the scene in a group, count them and then click on the number above that shows how many skunks they counted.

Level 2 – In this level, the skunks do not come out all together, they come out 2 groups at a time. This presents basic addition to the student. You will hear for example, 2 (and 2 skunks will appear) plus 3 (and three more will come out). Count all of the skunks and click on the correct number.

Click on the "Next" button to go to the speed round. Have the students tell you the answers and then click on those letters or words and repeat until the time is up. You can call on individual students, the whole class, or split them into teams and make it a fun game.

Pass out the "How Many Skunks" worksheet. (You can make copies of the worksheet provided in this manual, or print them out from your computer.) Give your students time to work on it and then go over the answers with them.

#### **OTHER RELATED ACTIVITIES:**

Use counters, cubes or other manipulatives to practice number recognition. Give each student a paper with a big circle on it. Say a number and have students put that many in the circle. They give a "thumbs up" when they are done. Check by touching and counting. Repeat with different numbers.

#### **Five Little Skunks**

Five little skunks went out with me on a picnic one fine day.

We were looking for a shady spot to eat and a nice little place to play.

But when I saw people running and I looked around I was quite surprised to see there were only ...

Four little skunks walking along with me.

One, two, three, four.

Four little skunks went out with me on a picnic one fine day.

We were looking for a shady spot to eat and a nice little place to play.

But when I saw people running and I looked around I was quite surprised to see there were only ...

Three little skunks walking along with me.

One... Two... Three... Oh

Three little skunks went out with me on a picnic one fine day.

We were looking for a shady spot to eat and a nice little place to play.

But when I saw people running and I looked around I was quite surprised to see there were only  $\dots$ 

Two little skunks walking along with me.

One... Two... Oh... Oh...

Two little skunks went out with me on a picnic one fine day.

We were looking for a shady spot to eat and a nice little place to play.

But when I saw people running and I looked around I was quite surprised to see there was only ...

One little skunk walking along with me.

One... Oh... Oh...

One little skunk went out with me on a picnic one fine day.

We were looking for a shady spot to eat and a nice little place to play.

But when I saw people running and I looked around I was guite surprised to see

There were no more little skunks

walking along with me.

#### Five Little Skunks (Cont'd)

Well, now the people were gone and the park was empty.

It was quite a sight to see.

The five little skunks they had disappeared.

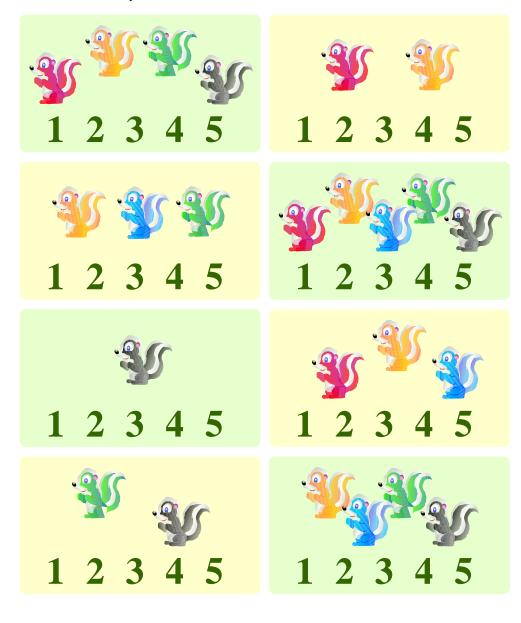
There was no one left but me.

But then I heard a funny noise and when I looked around, much to my surprise. Five little skunks were standing there right before my very eyes! One, Two, Three, Four.

Five little skunks went out with me on a picnic one fine day. We were looking for a shady spot to eat and a nice little place to play. Well, we found a shady spot and we all sat down underneath a big old tree. And we had a picnic that day, the five little skunks and me. And we had a picnic that day, the five little skunks and me.

#### **How Many Skunks?**

Count how many skunks are in each box and circle the correct number.



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#### **Lesson 9: Counting to 10**

- One Lonely Bird song
  - Level 1: normal or slow speed
  - Level 2: vocals on or off
- Block Game 1 to 10
  - o Level 1: 1-10
  - o Level 2: 1 -20
- Number Order Speed Round
  - o Level 1: 1-10
  - o Level 2: 11-20
- When I Was Young Song
  - Level 1: normal or slow speed
  - Level 2: vocals on or off
- Color With Numbers
  - o Level 1: 1-10
  - o Level 2: 11-20
- Number Names Speed Round
  - o Level 1: 1-10
  - o Level 2: 1-20
- I Can Count to 10 Song
  - Level 1: normal or slow speed
  - Level 2: vocals on or off

#### **OBJECTIVE**

This lesson teaches the students how to count in order from 1-10 and 1-20. This also helps them with number recognition.

#### **STANDARDS**

- Write numbers from 0 to 20. Represent a number of objects with a written numeral 0-20 (with 0 representing a count of no objects).
- Count to 100 by ones and by tens.
- Count forward beginning from a given number within the known sequence.

#### **ACTIVITY:**

Play the "One Lonely Bird" song for your class and encourage them to sing-along.

Click on the blocks in order. If the wrong number is selected, the correct block will have arrows around it briefly, to point out that it is the right number.

- Level 1 Click on the blocks in order from 1-10.
- Level 2 Click on the blocks in order from 1-20.

Click on the "Next" button to go to the speed round. Have the students tell you the answers and then click on those letters or words and repeat until the time is up. You can call on individual students, the whole class, or split them into teams and make it a fun game.

Pass out the "Number Blocks" worksheets. (You can make copies of the worksheets provided in this manual, or print them out from your computer.) Give your students time to work on it and then go over the answers with them. Play the "When I Was Young" song for your class and encourage them to sing-along. Click the "Next" button to go to the activity.

This is a color by number game. Click on the number to the left first and then find the same number on the picture to the right and click on it.

Level 1 – Color the numbers 1-10

Level 2 – Color the numbers 1-20

Click on the "Next" button to go to the speed round. Have the students tell you the answers and then click on those letters or words and repeat until the time is up. You can call on individual students, the whole class, or split them into teams and make it a fun game.

Pass out the "Color by Number" worksheets. (You can make copies of the worksheets provided in this manual, or print them out from your computer.) Give your students time to work on it and then go over the answers with them.

#### **OTHER RELATED ACTIVITIES:**

Pass out number cards to your students. Ask them to come to the front of the class and stand in order. You can use from 5 to 20 number cards.

Use magnetic numbers or number cards and have students put the numbers in order.

Play a game with your students using number riddles. Give them a clue and ask them to think of the number that answers the riddle. For example: I'm thinking of the number that comes after three and before five. What is it?

Give each student a paper that has been divided into four sections. Tell them four different numbers to write in the four sections. Then have them draw and color the correct number of items for each number. You can suggest the items they draw such as flowers.

Use number cards and cards that have items on them matching the numbers. Have students mix up the cards and play Concentration. Play continues until all cards are turned.

Create a number book from zero to ten or twenty. Give each student a page and have them draw or cut and paste items that match the number.

Put small items in paper bags using ten bags. Put one, two, three, etc. to ten items in each bag. Have students count the objects, write the number on each bag and put the bags in order from one to ten. You can also do this to twenty.

#### **One Lonely Bird**

One lonely bird was sitting in a tree.

I need a friend to sing with me.

Another bird came by to sing.

Now, two little birds were sitting in a tree.

Two little birds were sitting in a tree. We need a friend to sing on key. Another bird came by to sing. Now, three little birds were sitting in a tree.

Three little birds were sitting in a tree. We need a friend to sing on key. Another bird came by to sing. Now, four little birds were sitting in a tree.

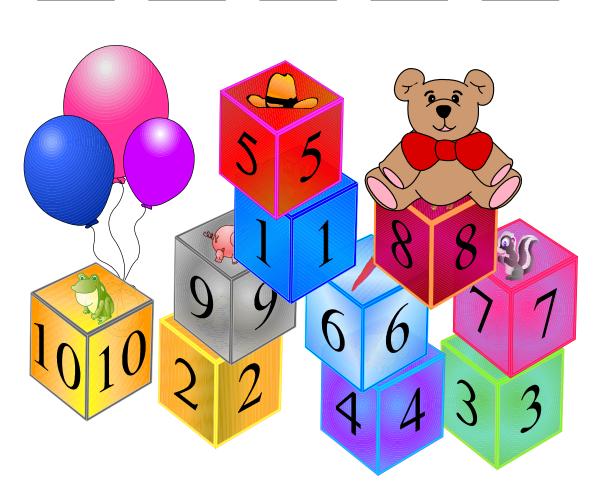
Four little birds were sitting in a tree.
We need a friend to sing on key.
Another bird came by to sing.
Now, five little birds were sitting in a tree.

Five little birds were sitting in a tree. All five birds sang off key. The birds flew away unable to sing. One lonely bird still stayed in the tree.

Hey! Were did everybody go?

#### **Number Blocks 1 to 10**

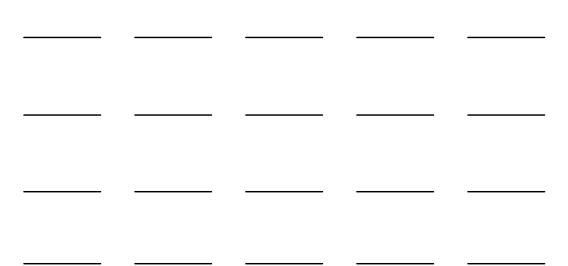
Point to each number in numerical order. Then write the numbers in order on the lines below.

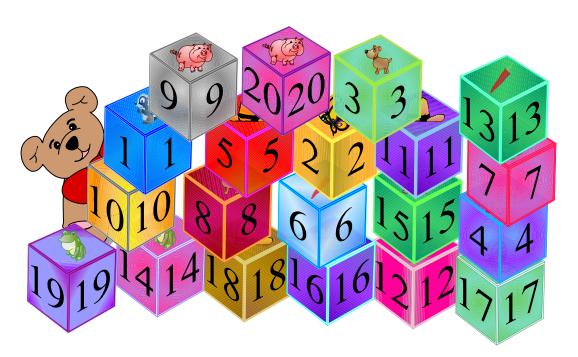


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#### **Number Blocks 1 to 20**

Point to each number in numerical order. Then write the numbers in order on the lines below.





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#### When I Was Young

When I was young I went to school and this is what I learned to do:

- 1 2 3 4 5
- 1 2 3 4 5
- 1 2 3 4 5

I learned my numbers up to five.

When I was young I went to school and this is what I learned to do:

- 6 7 8 9 10
- 6 7 8 9 10
- 6 7 8 9 10

I learned my numbers up to ten.

When I was young I went to school and this is what I learned to do:

- 10 9 8 7 6
- 10 9 8 7 6
- 10 9 8 7 6

Counting backwards down to six.

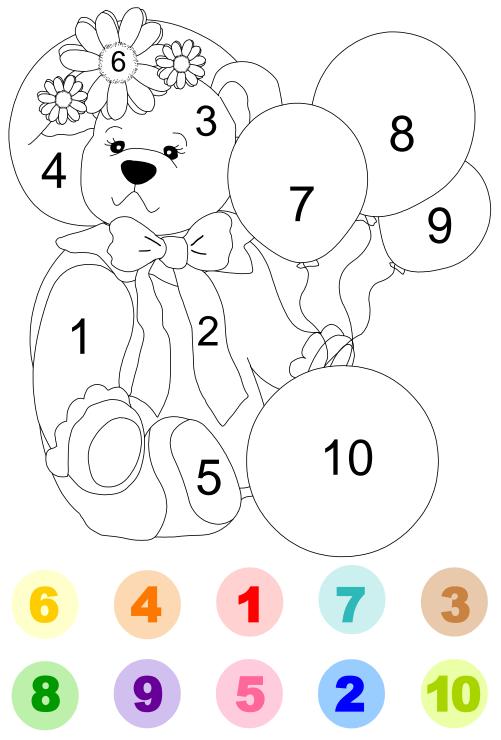
When I was young, I went to school and this is what I learned do:

- 5 4 3 2 1
- 5 4 3 2 1
- 5 4 3 2 1

And now I think this song is done!

#### **Color with Numbers**

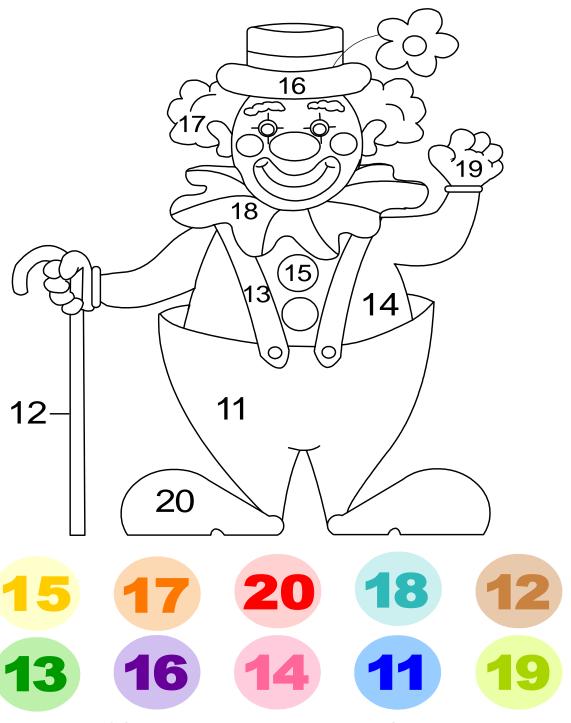
Color the bear by matching the colors of the numbers to the numbers on the bear.



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#### **Color with Numbers**

Color the clown by matching the colors of the numbers to the numbers on the clown.



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#### **Counting to 10**

I can learn to count to ten, 1, 2, 3, 4, 5 Higher numbers I can sing, 6, 7, 8, 9, 10

With a 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10
I can count way up to ten.
Let's sing this song again.

I can learn to count to ten, 1, 2, 3, 4, 5 Higher numbers I can sing, 6, 7, 8, 9, 10

With a 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10
I can count way up to ten.
Let's sing this song again.
I can count from ten to one.

Listen as I sing. Counting backward is not hard, I'll say them carefully.

With a 10 9 8, 7 6 5, 4 3 2, the last is 1. I can count from ten to one. I did it! Now I'm done.

I can count from ten to one. Listen as I sing. Counting backward is not hard, I'll say them carefully.

With a 10 9 8, 7 6 5, 4 3 2, the last is 1. I can count from ten to one. I did it! Now I'm done.

#### **Lesson 10: Counting to 20**

- Dot-to-Dot
  - o Level 1: first drawing 1-10
  - Level 2: second drawing 1-20
- Number Order 1-20 Speed Round
- I Can Count From 1 to 20 Song
- The Counting Balls Game
  - Level 1: Counting to 10
  - Level 2: Counting to 20
- Counting Speed Round
  - o Level 1: Counting 1 to 10
  - Level 2: Counting 1 to 30

#### **OBJECTIVE**

Enhance the students counting skills by showing them how learning their number order can complete a dot-to-dot.

#### **STANDARDS**

- Write numbers from 0 to 20. Represent a number of objects with a written numeral 0-20 (with 0 representing a count of no objects).
- Count to 100 by ones and by tens.
- Count forward beginning from a given number within the known sequence.
- Count to answer "how many?" questions about as many as 20 things arranged in a line, a rectangular array, or a circle, or as many as 10 things in a scattered configuration; given a number from 1-20, count out that many objects.

#### **ACTIVITY:**

Click on each number from 1-20 in order until you get to the end of the dot-to-dot puzzle.

Level 1 – Click the dots in order from 1-20.

Level 2 – Click the dots in order from 1-20 but this time the numbers are a little more crowded together.

Click on the "Next" button to go to the speed round. Have the students tell you the answers and then click on those numbers and repeat until the time is up. You can call on individual students, the whole class, or split them into teams and make it a fun game.

Pass out the "dot-to-dot" worksheets. (You can make copies of the worksheets provided in this manual, or print them out from your computer. There are several "dot-to-dot" worksheets in the program print pages.) Give your students time to work on it and then go over the answers with them.

Count the balls and select the correct number from the list of numbers below.

Level 1 – Count the balls from 1-10. You will be given a new set of balls each time.

Level 2 – Count the balls from 11-20-30. You will have balls added to a set you have already counted and then you will also have balls taken away from a set you have already counted.

Click on the "Next" button to go to the speed round. Have the students tell you the answers and then click on those letters or words and repeat until the time is up. You can call on individual students, the whole class, or split them into teams and make it a fun game.

Pass out the "Count the Balls" worksheets. (You can make copies of the worksheets provided in this manual, or print them out from your computer.) Give your students time to work on it and then go over the answers with them.

#### **OTHER RELATED ACTIVITIES:**

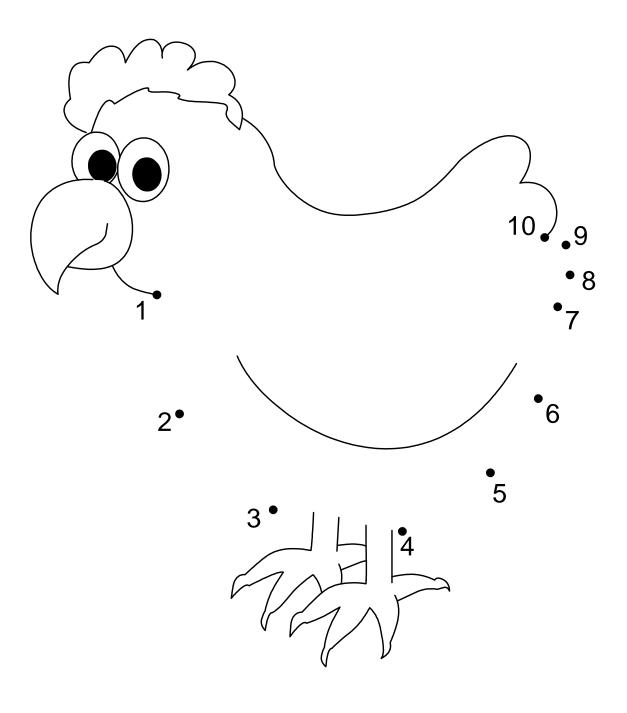
Create a number book from zero to ten or twenty. Give each student a page and have them draw or cut and paste items that match the number.

Put small items in paper bags using ten bags. Put one, two, three, etc. to ten items in each bag. Have students count the objects, write the number on each bag and put the bags in order from one to ten. You can also do this to twenty.

Using an overhead projector or the chalkboard, draw a certain number of shapes such as circles. When you give the signal, students write the number on a card or piece of paper and hold it up. Continue drawing other numbers to 10 or 20.

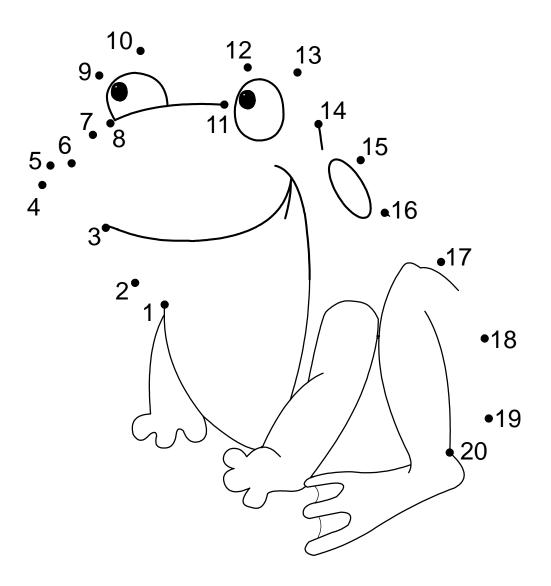
Use stacking or linking cubes for this activity. Divide your class into two teams. Each team has a container with 10 to 20 cubes. Say a number and the first member of each team tries to be the first to make a tower of cubes matching the number. Play continues until each member of the teams has a turn.

#### Dot-to-Dot 1 to 10



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#### Dot-to-Dot 1 to 20



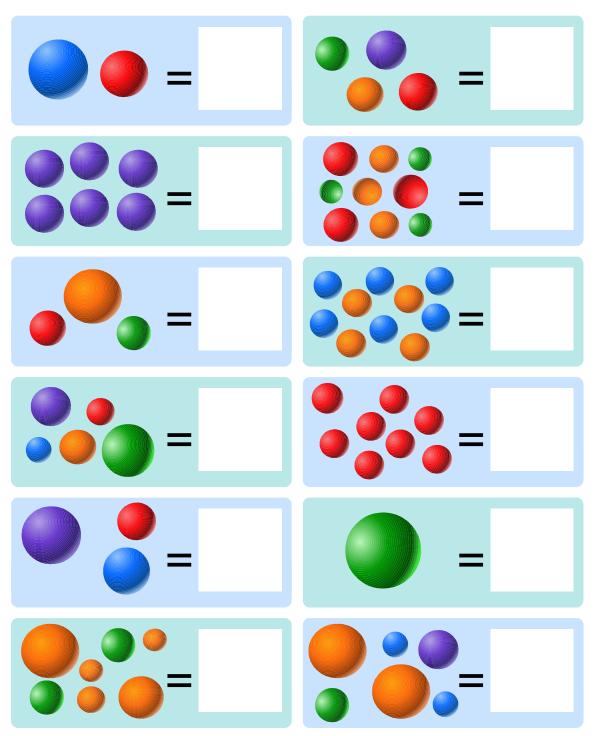
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#### I Can Count From 1 to 20

I can count from one to twenty.
Listen please. Listen please.
One, two, three, four, five, six, seven, eight, nine, ten, eleven, twelve, eleven, twelve.
I'll keep going, I'll keep going, higher up, higher up.
Thirteen, fourteen, fifteen, sixteen, seventeen, eighteen, nineteen, twenty, nineteen, twenty.

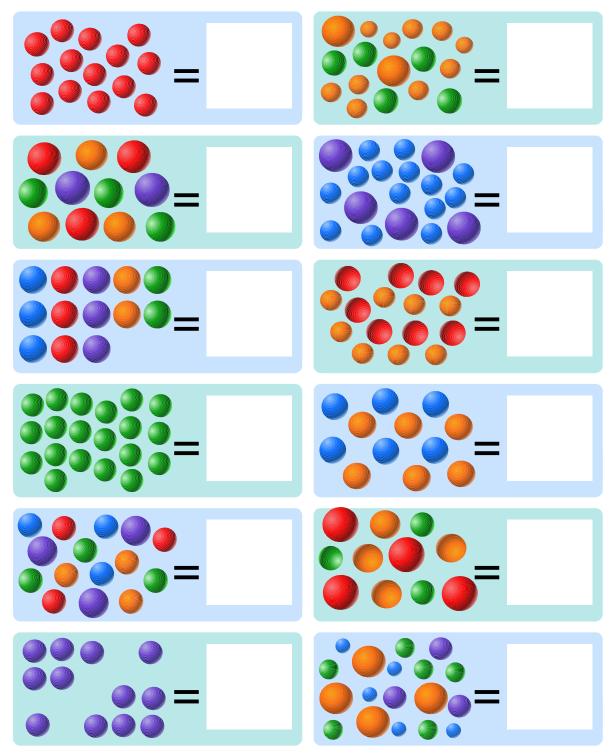
I can count from one to twenty.
Listen please. Listen please.
One, two, three, four, five, six, seven, eight, nine, ten, eleven, twelve, eleven, twelve.
I'll keep going, I'll keep going, higher up, higher up.
Thirteen, fourteen, fifteen, sixteen, seventeen, eighteen, nineteen, twenty, nineteen, twenty.

## Counting 1 to 10 Count the balls and then write the number in the box.



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## Counting 11 to 20 Count the balls and the write then number in the box.



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#### **Lesson 11: Beginning Math**

- I Can Add song
  - o Level 1: normal or slow speed
  - Level 2: vocals on or off
- Addition Problems
  - Level 1: objects only
  - Level 2: objects and numbers
- Speed Round
- Addition & Subtraction Game
  - Level 1: counting & addition
  - o Level 2: addition & subtraction
- Math Speed Round

#### **OBJECTIVE**

This lesson is a review of counting, adding and subtracting by using objects and numbers.

#### **STANDARDS**

- Solve addition and subtraction word problems, and add and subtract within 10, e.g., by using objects or drawings to represent the problem.
- Fluently add and subtract within 5.
- For any number from 1 to 9, find the number that makes 10 when added to the given number, e.g., by using objects or drawings, and record the answer with a drawing or equation.

#### **ACTIVITY:**

Play the "I Can Add" song for your class and encourage them to sing-along.

By using objects and numbers, you can add them together and click on the correct answer on the right.

- Level 1 Add objects only and click on the correct answer on the right.
- Level 2 Add objects and numbers to select the correct answer on the right.

Click on the "Next" button to go to the speed round. Have the students tell you the answers and then click on those letters or words and repeat until the time is up. You can call on individual students, the whole class, or split them into teams and make it a fun game.

Pass out the "Addition" worksheets. (You can make copies of the worksheets provided in this manual, or print them out from your computer.) Give your students time to work on it and then go over the answers with them.

Click on the spinner to advance the frog around the board. When he lands, you will be asked a counting, adding or subtracting question using objects and numbers. You must select the correct answer from the number choices below.

Level 1 – You will be asked counting and addition questions using objects. Level 2 – You will be asked counting, addition and subtraction questions using objects and numbers.

Click on the "Next" button to go to the speed round. Have the students tell you the answers and then click on those letters or words and repeat until the time is up. You can call on individual students, the whole class, or split them into teams and make it a fun game.

Pass out the "Leap Frog Math" worksheets. (You can make copies of the worksheets provided in this manual, or print them out from your computer.) Give your students time to work on it and then go over the answers with them.

#### **OTHER RELATED ACTIVITIES:**

Give your students counters or cubes. Tell them a math story and have them add using their counters. For example: one frog was on a log and then two more frogs came by. Have them put one counter and then two more counters and add them together.

Have your students act out math problems by coming to the front of the room to illustrate the answer. For example: 2 + 3 = 5, two students and then three students would come up.

Using an overhead projector or chalkboard, practice subtraction. Place or draw a number of shapes. Have your students tell you how many there are. Then take away or erase some of the shapes and ask how many are left. Have students use manipulatives at their desks to complete simple subtraction problems.

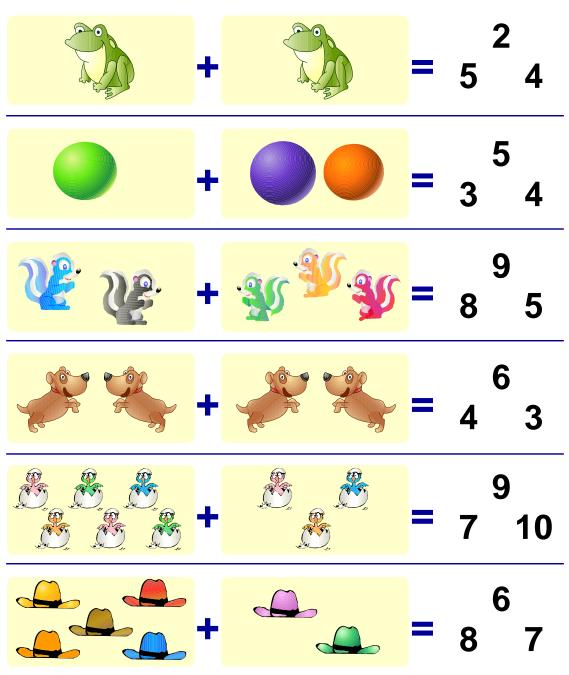
Have your students act out subtraction problems. They can see how you take away

#### I Can Add

I am learning how to add, I'm very smart! I am learning how to add, I'm very smart! I am learning how to add, I'm very smart!	I know 3 plus 3 is 6 go pick up sticks I know 3 plus 3 is 6 go pick up sticks I know 3 plus 3 is 6 go pick up sticks.
I know 1 plus 1 is 2 go tie your shoe I know 1 plus 1 is 2 go tie your shoe I know 1 plus 1 is 2 go tie your shoe.	I know 4 plus 4 is 8 go through the gate I know 4 plus 4 is 8 go through the gate I know 4 plus 4 is 8 go through the gate.
I know 2 plus 2 is 4 go shut the door I know 2 plus 2 is 4 go shut the door I know 2 plus 2 is 4 go shut the door.	I know 5 plus 5 is 10 let's sing it again I know 5 plus 5 is 10 let's sing it again I know 5 plus 5 is 10 let's sing it again.

# **Addition - Level 1**

For each row, count the number of items in the first box and add them to the number of items you count in the second box. Then circle the correct number.



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# **Addition - Level 2**

For each row, add the number in the first box to the number of items you count in the second box. Then circle the correct number.

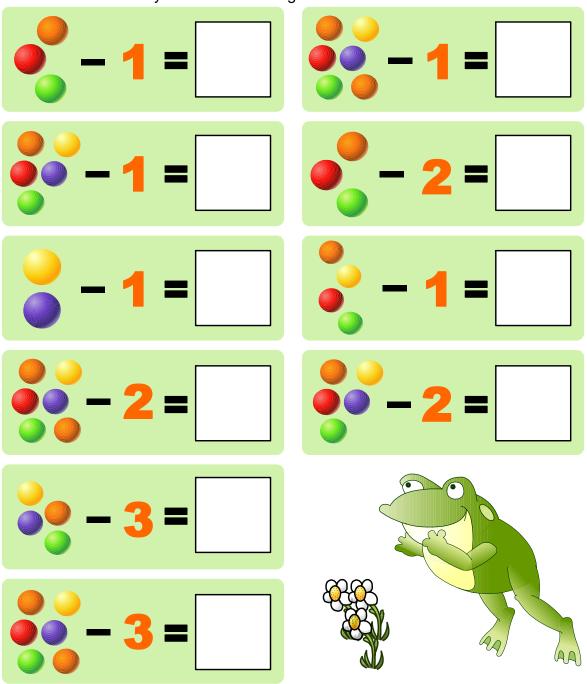
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# **Leap Frog Math - Addition**

Count the balls on the left side of the plus sign and add them to the number of balls you count on the right side. Write the answer in the box.

# **Leap Frog Math - Subtraction**

Count the balls on the left side of the minus sign and subtract them from the number of balls you count on the right side. Write the answer in the box.



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# **Additional Classroom Activities**

This section contains 8 related fun activities for Teachers' and Parents' to do with the children. All activities may be adapted for individual or classroom use. Children will learn and have fun, too.

### **Activity 1 - Pretzel Letters**

**Goals:** Children will make letters out of Pretzel dough. Children will identify letters in the alphabet. Children will put the alphabet in sequential order.

**Introducing the Activity:** Ask the children to raise their hand if they like pretzels. Ask the children if they know where pretzels come from. Tell the children that a pretzel is a type of German biscuit. Show them where Germany is on the world map. Tell the children that pretzels were made in Europe and given to small children who learned their prayers. A pretzel was shaped to look like the crossed arms of children praying. Tell them that the first pretzel bakery in the United States opened in Pennsylvania in 1861 and is still in operation today.

**Activity:** Ask the children if they know what a recipe is. Tell them that they will follow a recipe for making pretzels. Read the recipe out loud.

### **Pretzel Recipe:**

- 1 package yeast - 1 tablespoon sugar

1 1/2 cups warm water
 1 teaspoon salt
 4 cups flour
 1 beaten egg

**Directions:** Measure water in a mixing bowl. Sprinkle yeast in water. Add salt, sugar and flour. Mix and knead dough approximately 3 minutes. Give each child a small ball of dough to form a letter of the alphabet. Grease cookie sheets. Lay pretzels on the cookie sheets and brush with beaten egg. Sprinkle with salt. Bake at 425 degrees for 12-15 minutes. With your help, have the children put the letters in alphabetical order on the cookie sheets. Ask: "Who has the letter A?" "What letter comes next?"

**Activity Extension:** Eat the pretzels!

### **Activity 2 - Alphabet Walk**

**Goals:** Children will learn the alphabet in sequential order. Children will recognize that letters make up words. Children will be introduced to beginning sounds of letters.

**Introducing the Activity:** After singing the "ABC Song" and "Alphabet Rock," discuss the order of the alphabet. Have children identify letters that are in the beginning of the alphabet such as A, B, and C or at the end of the alphabet such as X, Y, and Z. Ask what letters are in the middle of the alphabet too!

**Activity:** Tell the children that they are going to be alphabet detectives. Plan a short hike in the park or outdoors if possible. Ask the children to look for things outside that begin with every letter of the alphabet. Tell them that you will work with them in making a list of every letter of the alphabet and things that begin with each letter. For example: A ants, B ball, C cats, D dandelions. After the hike, have the children take turns telling what things they saw at the park beginning with each letter. Ask the children why the alphabet is so important. (It is used to make up words.) Sing the "ABC Song" together again.

**Activity Extension:** play "Guess My Letter." Tell the children you are thinking of a letter that is at the beginning of the alphabet. It comes after the letter C and before the letter E. Who can guess the letter? (D) Discuss what the terms "before" and "after" mean. Have children take turns giving clues while other children guess the letter.

### **Activity 3 -I Can Spell My Name**

**Goals:** Children will make a "Name Creature." Children will learn to write and spell their own first name. Children will count the letters in their own name.

**Introducing the Activity:** After singing "The Silly Alphabet Song", tell the children that they are going to learn to spell their name. Have each child look at his/her name tag (written model) and say out loud the spelling of his/her name. Ask the children to count the letters in their name. Ask who has four letters? five? six? etc. Tell the children they will need to know how many letters are in their name to make a "Name Creature."

**Activity:** Each student will make a "Name Creature" using small paper plates. The children will print one letter on each plate until name is spelled correctly. For example: Josh would need 4 paper plates. Have each student say: "My name is Tyler. I need 5 plates." "My name is Sue. I need 3 plates" and so on. An adult should fasten the plates together with moveable fasteners.

**Activity Extension:** Have the children decorate and color their name creatures. Use pipe cleaners for antenna or other decorations. Children will enjoy adding eyes, nose, and mouth.

### Activity 4 - If You Know the Sound Of

**Goals:** Children will practice making specific letter sounds. Children will create new verses to the song "Do You Know The Sound Of" Children will make a mural of pictures beginning with specific letters.

**Introducing the Activity:** Listen to the song, "Do You Know the Sound Of". Have children say each letter sound at the appropriate place in the song. The song reviews letters b, c, d, f and g. Tell the children that they can make up their own verses to the song by adding other letters. For example: Have the children think of three words that begin with the letter t. (turtles, tents, teapots) If you know the sound of T, shout it out loud. If you know the sound of T, then turtles, tents, and teapots too, will be easy as can be for you to say.

**Activity Extension:** Have children make a mural illustrating the song, "Do You Know The Sound Of." Each child should be given a piece of paper with one letter of the alphabet printed in the middle. The children should draw pictures of things beginning with their letter. (Magazine pictures may be used.) After each child is finished, tape the pictures together in alphabetical order to create an alphabet mural.

# **Activity 5 - Five Little Skunks**

**Goals:** Children will listen to oral directions. Children will count to five in numerical order. Children will recognize the concept of ordinal numbers (first, second, third, fourth, fifth).

**Introducing the Activity:** Have 5 children stand in a line. Ask the rest of the children how many children are standing in line. Count out loud. Explain the concept of ordinal numbers using the children as examples. Ask which child is first in line. Count all the children using ordinal numbers. Explain to the children that they are going to color a picture of five little skunks as you read each direction to them. Tell them to listen carefully to each step. Read each direction slowly and clearly. Pause after each step, allowing the children to finish each direction.

**Directions:** Draw a circle in blue around the first skunk. Color the second skunk white and black. Color the fourth skunk yellow. Put an X in orange over the fifth skunk. Underline the third skunk in red.

### **Activity 6 - Egg Carton Counting**

**Goals:** Children will count orally in sequential order from one to ten. Children will become familiar with written numerals. Children will match objects to written numerals.

**Introducing the Activity:** After singing "Counting To Ten", show the children each written numeral from one to ten. Hold up a number and have them say what the number is. Mix up the numbers and have the children put them in sequential order again.

**Activity:** Using an egg carton, write one number from 1-10 on the bottom of each egg compartment. (All compartments may be used if desired.) Using small macaroni noodles or beans, have the children drop in each compartment the number indicated on the bottom of the container. Encourage the children to count aloud. Have the children work with a partner or in small groups so the other children can check each compartment.

**Activity Extension:** Give each child a piece of paper with a number written on it. Using macaroni noodles, have the children glue the number of macaroni noodles that correspond with each written number on the paper.

# **Activity 7 - Jelly Bean Math**

**Goals:** Children will explore and develop patterns in a sequence. Children will count orally to twenty. Children will act out situations to find a solution to a problem.

**Introducing the Activity:** Tell the children to listen carefully as you clap and stomp a pattern. Ask the children to repeat your pattern. (clap, clap, stomp) Make the patterns very easy at first until the children gain understanding. Ask the children to describe what a pattern is. Tell them that the order in a pattern keeps repeating over and over. Practice together a few patterns. (Clap, stomp, clap, stomp, clap, stomp, etc.) Have the children make up different patterns for fun. They can even jump up and down, turn around, and sit down to repeat different patterns.

**Activity:** Tell the children they are going to create different patterns with jellybeans. Pass out twenty jellybeans. (Children may work in groups) Count the jellybeans out loud together. Ask the children to put each color of jellybean in a separate pile. Ask the children how many red jellybeans they have? pink? green? and so on. Now ask each group to make a pattern using their jellybeans. For example: pink, pink, green, white, pink, pink, green, white. Have each group explain their pattern.

**Activity Extension:** Teach the concept of "How many more" by having children count 4 red jellybeans and 3 pink jellybeans. Ask: "How many more red jelly beans do you have then pink?" Make up story problems in which the children can answer by manipulating the jellybeans.

# **Activity 8 - Magazine Math**

**Goals:** Children will create pictures to solve basic addition problems. Children will become familiar with math symbols + and =. Children will verbalize math problems and solutions related to real life situations.

**Introducing the Activity:** Using manipulatives such as beans, pasta noodles, crayons, or pencils, act out simple addition problems modeling the movement of the objects. For example, say: "If I have three red crayons and two blue crayons how many crayons do I have in all?" Move the crayons together and count orally with the children. Have the children make up problems as they move the manipulatives and solve the problems.

**Activity:** Tell the children that they are going to illustrate simple addition problems by drawing the objects to show the problem. (Children may cut out pictures from magazines or glue shapes

that have already been cut out for them.) Give each child a piece of paper with a math problem printed neatly at the bottom. Have the children cut out pictures to illustrate the problem. Each child may verbally state their problem and answer upon completion of the activity.

**Activity Extension:** Once the children understand the concept of basic addition, play "Bounce That Ball." Tell the children to listen carefully as you bounce the ball. Ask the children to tell you how

many times it bounced. Tell the children you are going to bounce the ball a few times and then pause. Then tell the children you will bounce the ball again. They will need to tell how many times in all the ball was bounced. Practice a few simple examples. Once the children are familiar with the game they will be able to bounce the balls for themselves.

# **Answer Keys**

Answer Key -- page 1

The A to Z Block Game

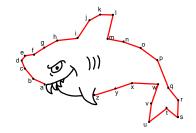
ABCDEFGHIJKLMNOPQRSTUVWXYZ

The Z to A Block Game

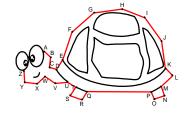
ZYXWVUTSRQPONMLKJIHGFEDCBA

A to Z Dot-to-Dot -- Small Letters

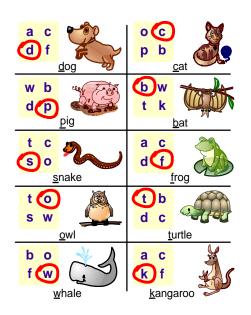
A to Z Dot-to-Dot -- Big Letters

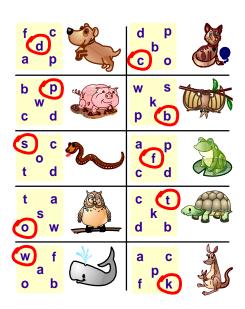


Name the Animals Level 1



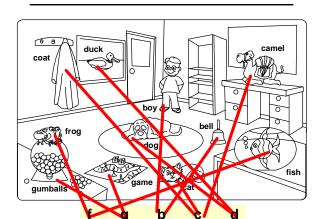
Name the Animals Level 2



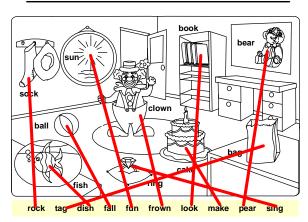


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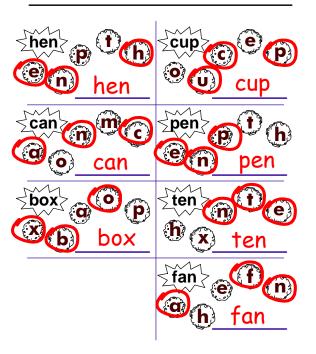
# Phonics Finder Level 1



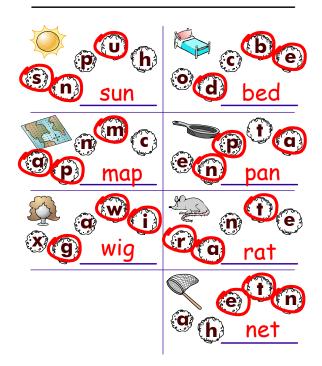
# Phonics Finder Level 2



# Spelling Game Level 1



# Spelling Game Level 2



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# How Many Skunks?

# The Number Blocks 1 to 10

 1 2 3 4 5

 1 2 3 4 5

 1 2 3 4 5

 1 2 3 4 5

12345678910

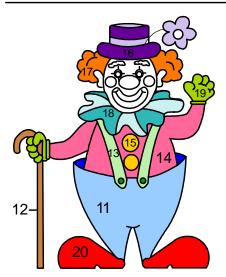
# The Number Blocks 1 to 20

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20

# Color With Numbers Level 1

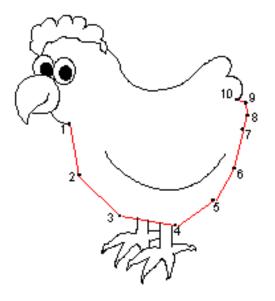
# Color With Numbers Level 2



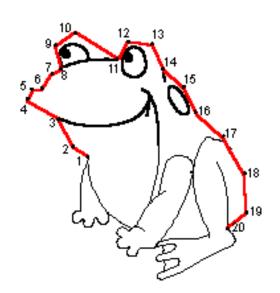


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# Dot-to-Dot 1 to 10



# Dot-to-Dot 1 to 20



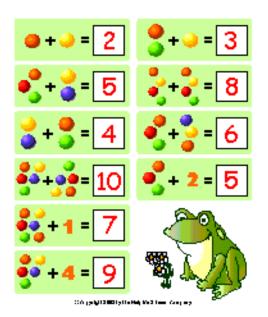
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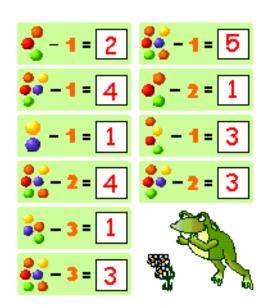
# Counting Balls Level 1 Counting Balls Level 2 6 Addition Problems Level 1 Addition Problems Level 2 4 <mark>1</mark>

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# Leap Frog Math - Addition

# Leap Frog Math - Subtraction







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# The Super Star Motivational and Data Tracking System

- The Super Star Page
- Speed Rounds

### **The Super Star Page**



Students (or teachers) can keep track of their Super Star status, by clicking on the Super Star button from any page or screen. The Super Star page displays the student's name and all of the Silver and Gold stars they have earned. Our Super Star Motivational and Data Tracking System serves as a way to reward students and motivate them to complete all of the songs, games and activities.



Most students love earning Silver and Gold Stars. Once they have earned a few stars, they want to keep earning stars until they have a Silver or Gold Star on every activity, game or song.

The Super Star page also serves as a guide to the teacher to all of the activities, games and songs in the program.

Students earn a Silver Star if they complete an activity with some mistakes. Students earn a Gold Star if they complete the activity without any mistakes or listen to a song or presentation all the way through. So some Gold Stars are much easier to earn than others. The activities at the beginning of the program tend to be easier than the activities at the end of the program. Note: our online version does allow the teacher to change the difficulty level so that students can make some mistakes and still earn a Gold Star.

Most students will use the Super Star page to navigate to the songs, games and activities that they have not completed to the Gold Star level. From the Super Star page, just click on a star to go to that song, game or activity. When students use the Super Star page as a navigational system, they do tend to overlook the "Learn the Words" sections and Speed Rounds. We encourage you to remind them to spend time in these activities before going on. The "Learn the Words" sections and Speed Rounds will help prepare the student for the games. The "Learn the Words" sections and Speed Rounds make excellent whole class activities.

Many teachers require the students to complete the stars in order before going on to the next star.

Once a student completes enough Silver or Gold Stars, the star at the bottom of the screen will turn silver. Once a student has completed all of the stars to the gold level, the star at the bottom of the page will turn gold. With your permission, they can print out the Silver Star or Gold Star Certificate, depending on their accomplishments by clicking on the Silver or Gold Star at the bottom of the page (note – you can lock the printing, if you wish).

The objective of the program is to have the students complete all of the games, songs and activities and to earn a Gold Star Certificate of Achievement. If a student has a Silver Star, they can repeat that activity as many times as they need until they earn a Gold Star.

Some teachers print the certificates and post them in the classroom. Other teachers create a Super Star necklace or badge as an additional reward for students who have achieved a Gold Star Certificate.

**Speed Rounds** 



Another feature in this program is our "Speed Rounds". Students are encouraged to score 15 points or higher before going on to the game. Our "Speed Rounds" are basically timed flash cards that allow the student to build immediate recognition (fluency) of the words and sounds. A cumulative point total of the "Speed Rounds" can be found by clicking on the "Speed Round" button from the "Super Star" page. Students can also click on the buttons for each speed round to go to

the "Learn the Words" page for that speed round.

The Speed Rounds are independent and optional to the Super Star System. We encourage you to require a score of 15 (note: the red label turns green) on each Speed Round. While the Super Star System is a fixed system with a set objective the Speed Rounds are an open ended system. While a score of 15 is encouraged, there is no limit to the speed round scores. Students can compete with the class to see who can achieve the highest Speed Round score for an activity or for the overall score.

# **Educational Application**

- Uses
- Research and State Standards
- Instructional Design

### Use of this program and this guide:

There are numerous ways to use Letters & Numbers. This guide is primarily intended for the classroom teacher who is doing a whole class presentation. The guide assumes that you have some way of displaying the program to the entire class and that all of the students will be actively engaged in the presentation of the program.

### Some of the other uses of the program:

Activity Centers: The program is certainly appropriate for use in activity centers because it is easy to use and students generally require very little assistance. Teachers can then use the progress page and reporting features to track the student's progress.

Some specific activity centers uses are:

- 1. Differentiated Instruction working on specific and different skills needed by different students.
- 2. Remediation working on specific below-grade-level skills.
- 3. Above Grade Level working on skills not covered in class for students who require more challenge.

Besides the classroom, this program is also very appropriate for:

- 1. Computer Lab site and network versions of this program are available to allow students to work at their own pace in a computer lab setting to build skills being covered in class or skills already covered above.
- 2. After-school programs using after-school time to build and review skills required for advancement.
- 3. At-home Use parents can purchase the program for additional reinforcement at home or schools can make the Super Star Online version available (at no additional cost) to students and parents for at-home use. Super Star Online features a special "Parent" button to encourage parents to work with their child at home.

### **Research and State Standards Correlations:**

Phonics 1a - Vowel Sounds is research based. You can review our research and effectiveness studies at: <a href="http://helpme2learn.com/school/research">http://helpme2learn.com/school/research</a> .

State Standards Correlations – Phonics 1a – Vowel Sounds is correlated to the state standards of all 50 states. Each User's Guide and Lesson Plans contains the standards for that course. You can request standards for a specific state.

### **Instructional Design:**

Instructional Theory – You expect a lot out of educational software and we try to deliver everything you expect and more. We subscribe to the theory of Multiple Intelligences as developed by Howard Garner. We believe that educational instruction is most effective when it is presented in a way that reaches as many intelligences and as many students as possible. Because we use multi-media, we can be very effective at doing that. This is not just a language arts program that appeals to the logical intelligences; this program appeals to almost every intelligence to develop reading skills and other skills at the same time.

Since you are using our software, it is obvious that you are committed to using all the tools available to you to make your class instruction more interesting and more multi-dimensional. We applaud your taking the extra effort to step away from the traditional lecture-only class instruction.

We also have the following objectives:

- Engaging and Fun We try to make sure that our program will be engaging and fun. Our objective is to take the work out of learning phonics and make it play. Our objective is to change students' perception about language arts as being difficult and boring; turning it into something they love. We want language arts to become easy and understandable. We want our language arts games to be challenging, yet give a sense of accomplishment as students progress through the songs, activities and games. We believe that using our software can help change students' attitudes about learning and about school. Our programs are often the school activity that they look forward to the most.
- Educationally appropriate This program was built on the topics as outlined in state standards. Our objective is to give you, the teacher, instructional support for the lessons you commonly teach in your classroom. Our OBJECTIVE is to help give your students a tool to master your lessons more quickly and retain the material longer. Our programs are particularly appropriate when students need a lot of repetitive practice. When students master the material quickly, you have more time to work on other or more advanced lessons.
- User-friendly this is a buzzword that a lot of companies use. Our customers repeatedly tell us how user-friendly our software is and we are continually looking for ways to improve the user-friendliness of our software. We also believe that the software should be user-friendly to the teacher, so we give you additional controls in the Student Management section of the Teachers and Parents section so you can make it even more appropriate to your class, if you want to.
- Reporting Besides our progress page, we offer printer-friendly reports that
  can be used to track the progress of the class or student. Our most detailed
  report is the Pre-Test and Post-Test report.

 Multi-cultural – we are committed to multi-cultural diversity and believe that it is important that kids recognize characters in the programs with similarities to them and other characters that are different. The main characters of this program are our "Super Star" kids which represent different races, skin and hair colors. We also include both male and female characters.



"Super Star" Kids

Whether your class is using this program in a computer lab with headphones, or you're using an overhead projector to present lessons to the class, you're sure to find the activities and games motivating and rewarding.

# **Super Star Online**

- Overview
- Class Management System
- Student Management System
- Parent Button
- At-home Use

### Overview

Our most powerful version of our programs has to be Super Star Online because of the additional teacher features and because of its combination of at school and at-home use. Super Star Online is a web delivered subscription service to one or all of our Super Star titles.

The teacher features are similar to those of the CD-ROM versions, except that there are more features, more controls and more reports. These features allow teachers to set (reduce) the difficulty level of the games as well as control access (progressive mode) to the program. The Super Star page contains two additional views with more detailed information about the student's progress.

Some of the other advantages of Super Star Online are:

- Home use There is probably no greater advantage than home use. Students
  will have access to the subscription anywhere they have access to the Internet.
  Many schools have days that are very full and they just don't have time to let
  students access the software as much as they would like. With our online
  version, students with a broadband connection can work in our courses at home
  and take as much time as they need to complete the lessons. Our online version
  even records how much time the students are in each lesson.
- 2. Parental Involvement The next step with at-home use is to involve parents (or family members) in helping to motivate, track, and work with the child. One of the problems with parental involvement is that some parents don't know how to help their child with homework. We make it easy for them. We have added a special "Parent" button to help parents use Super Star Online. The "Parent" button allows parents to view the songs, vocabulary words, activities and games without data tracking, so they do not affect the scores or data tracking of the child. Parents can review the lessons so they know what is required of the child. We offer a wonderful and enjoyable way for parents to work with the school to become involved in the educational success of their child.
- 3. Family Literacy Some parents may not have the English language skills needed to help their child. Our "Parent" button gives the parent an opportunity to learn English language skills or math skills along with their child. We believe that a better educated parent will be better prepared to help their child.

- 4. Easy IT Our Online version makes it easier for the school's IT department. They don't have to maintain a server, they don't have to worry nearly as much about which operating system the software will run on, and they don't have to worry about security issues with their network. Our online system is supported by most modern operating systems and web browsers.
- 5. Quick Updates When we make improvements to our course titles or add course titles, the updates will be available to all students as soon as we make them. You don't have to be concerned with which version you have or if you need to upgrade.
- 6. Quick Delivery Once we receive your purchase order, we can get you online in a matter of hours.
- 7. Remote Administration For districts or schools that stretch their IT department, our online version allows complete administration of the courses from any location.

### **Class Management System**

Many of the features of Super Star Online are managed by the site administrator. Those features include: importing student names, assigning user names and passwords to the students and teachers, setting up classes and assigning students and teachers to those classes, assigning courses to the classes.

As a teacher, we encourage you to work with the site administrator to organize the system in the most effective way for your classroom. This may mean that you may request sub-classes for students with different program titles available to those in each group. For example, if your last name is Teacher, you might have a class called "Ms. Teacher A" with 14 students and access to Phonics 1a and Phonics 1b. You might also have a class called "Ms. Teacher B" with 8 students and access to Phonics 2a for more advanced students.

It is relatively easy for the site administrator to add or change the names of classes and assign students and programs to classes. But, depending on your school or district, it may not be so easy to get the site administrator to do these tasks for you.

We now offer teachers a way to do most of the class management tasks. The teacher will login to Super Star Online using their teacher account and:

1. Click on "Classes", to see the courses that are assigned to the class by the site administrator. The teacher can then click on "Edit Class" and add or remove the assigned courses by checking or unchecking the courses. The students will only have access to the courses that are assigned to the class.

- 2. The teacher can then scroll down to Members and check that all that all of the students have been assigned to the class. If the teacher sees the name of a student who should be included in the class, the teacher can check the name or the teacher can uncheck a name to remove the student from the class. Then click on "Update" to make the changes.
- 3. Adding a Student. If the teacher needs to add students that are not already in the system, the teacher can click on "Students". To add a student, the teacher would click on "Add Student". The teacher would enter the first name and last name of the student, would check the class, would enter a login name (note: read the instructions below Login Name do not use a login name that is already in use and do not use capital letters), would enter a password, confirm, check Acitve? Click on "Create". (Note: the school has purchased a number of user seats and teachers cannot enter active students if that number has been exceeded.
- 4. Teachers can also remove a student from the class. Click on "Students", then I suggest next to "Arrange by" click on the down arrow and click on Class to get a class list. Click on "Edit" by the name of a student and uncheck the name of the class and then "Update".

If a student is no longer at the school, the teacher can make that student inactive (making a student inactive means that the student will no longer take an active seat and will no longer be counted against the number of seats the school has purchased) uncheck "Active?" at the bottom of the screen, then Update.

Note: the user/login name and password was probably determined by the site administrator. If you find user name or password to be too difficult for your students or if a student cannot remember their password, you can change it. For security purposes, our system does not show the password, but you can change it by entering a new password in the box and confirm. Please coordinate any changes with your site administrator. If the courses are also used in a computer lab, please coordinate any changes with the computer lab instructor.

### **Teacher Resources**

Teachers should have access to our Teacher Resources class and our Teacher & Admins Resources course. The teacher will sign in to Super Star Online using their teacher account. Click on Class and locate the Teacher Resources class. Open the class and locate the Teacher & Admins Resources course. Open the course to find video tutorials and printed instructions that will help you use the many teacher features of Super Star Online.

Also in the Teacher Resources class, you should find Super Star Movies which are movies of our songs and presentations. These movies are meant to be projected to the class as you would project any movie. You may want to play the songs without projection.

### **Student Management System – Super Star Online**

To access the Student Management System, click on the Teacher & Admins button found on the contents page.



Teachers & Admin button



The next screen shows the menu for the Teachers and Admin section. The Print Pages, Credits, and How To Use The Program sections are all very similar to the CD-ROM version and will not be covered.

Click on the Student Management button to enter the Student Management System.



The Student Management System is similar to the CD-ROM version except for the Class & Student Settings button. We will only cover the Class & Student Settings.

Click on the Class & Student Settings button to go the Class and Student Setting menu. These settings are all optional settings and it is not necessary that you use any of these settings, however, you may find some of these settings very useful.



The Class & Student Settings menu has four buttons:

1. Game Locks & Difficulty: contains the teacher controlled setting for the program. These controls allow the teacher to set the program to run in the progressive manner (meaning that students must earn a Gold Star in the activity they are working on before going on to the next activity), controls for the difficulty level, assignment of stars, and activity locks.

- 2. Test Locks & Features contains settings to control access to the program and to the pre-test and post-test as well as printing.
- 3. Parent Mode: contains setting to control the Parent Mode features.
- 4. Reset Default Class Settings: allows the teachers controls to be reset to the default.



The Game Locks & Difficulty menu allows you to apply the setting to all the students in the class or to an individual student. Our programs are designed to be fun and to make learning fun. Our programs are made so that students can easily navigate through the programs and they can earn Silver and Gold Stars and will be motivated to earn all Gold Stars. We call this an "open system" where all of the songs, games and activities are open to the student to enjoy. Unfortunately, some students need a more

structured system. At the request of teachers, we have given you the ability to control access to the songs, games and activities.

We also know of teachers (or lab instructors) who apply verbal structure setting. They instruct the students that they must earn a Gold Star before moving on to the next activity. We believe that this is a much easier and better approach, before applying the progressive game settings to the class. Then when necessary, the individual settings can be applied when a particular student does not comply with the verbal instructions.



Individual Student Game Settings – click on the Individual Student Game Settings button to start. The first screen shows a list of the students in the class, click on the name of the student that you want to apply the individual setting to.



Game Locks & Difficulty - The next menu has a list of activities in the Game Name column. Scroll down to the game you want to control. The Current Star column shows the current Star the student has earned. The teacher can click on this button to change the star. Presentations and Songs have a state of complete (Gold Star) or incomplete. Activities or games will be: No Star, Silver or Gold.



Set Star - It is possible that a teacher might want to award a student a Gold Star if they believe the student has earned one.



The Difficulty level setting can be changed to help make the course more appropriate for the student. Our default star system awards a student a Gold Star for listening to a song or presentation all the way through and for

completing each activity/game without any mistakes. The Speed Rounds requires students to earn a score of 15 in order for the display to show green (though the Speed Round scores to not affect the stars). If you want to allow students to make some mistakes, click on the button in the difficulty column for each game, you can chose from the most relaxed level of Casual to Standard. Generally, students are allowed one more mistake for each lower level of difficulty.



The final setting is the Lock, here teachers can lock or unlock specific activities. The most common activity to lock would be the Coloring Game which is a "just for fun" activity that does not earn the student a star. Click on an unlocked (open green lock) to lock it (turns red locked). Generally, you might rather use the class settings to set this lock for the entire class.



Click on the Class Game Settings button to apply settings to the entire class. These settings are similar to the individual settings only they will be applied to the entire class. The class settings will override individual settings.

Progress Tree – since the operation of the class settings is very similar to the operation of individual setting, I will only cover the Progress Tree. The Progress Tree can be used to require students to complete each activity to a Gold Star level (or 15 points for a Speed Round) before going on to the next activity. The Progress Tree can be used to keep students from jumping around from one activity to another. To start the Progress Tree, click on the red Progress Tree button.



The Progress Tree startup screen allows you select where you want the progress tree to start from. Normally, the first activity is selected, however you can chose any activity as the starting place. If you chose one of the later activities, then all the previous activities will be open to students. You might want to do this to give them a chance to explore the first few activities.



starting place.

Once you have selected to use the Progress Tree, the Progress Tree button will show on and the starting place will be displayed. You can click on the starting place button to change the

Test Locks & Features – click on the Test Locks & Features button to see the Test Locks & Features menu.



The Lock Printing button is unlocked by default. This means that anyone can use the print features within the program to print pages such as the Super Star page reports, the Super Star Certificate of Achievement and any other print page. If you lock the printing, teachers will still be able to print the class and detailed reports.

To lock printing, click on the Lock Printing button. The button will turn red, the lock will show locked and the check box will be checked. Locking printing will help prevent students from printing pages that you did not want them to print, but you will need to turn this feature on if you want them to print their certificates of achievement.

To lock the program, click on the Lock Program button. This would prevent students from having access to any of the main program. This would typically be used if you want them to do the pre-test or post-test.

Click on the Lock Post-Test button to lock the post-test portion of the program. This is usually a good idea; however, if a student does do a post-test, it will be replaced the next time they do a post-test, so it generally isn't a problem.



Click on the Lock Pre-Test & Post-Test button to lock the test portion of the program. This will prevent students from taking the tests without your permission. If you click on the Lock Pre-Test & Post-Test the button will

appear grayed out on the main contents page and will show locked.



Click on the Lock Individual Tests if you want to lock any of the individual tests.

### **Parent Mode**



Parent Mode – we believe that our Super Star Online presents a wonderful opportunity for parental involvement. Parents will now have an opportunity to take a more active role in helping their child. Parents can review the lessons, review the progress of their child and print a report as often as they would like.

When parents use the Parent Mode, think of it as a practice mode. Parents can play the songs, games and activities and none of their scores are permanently recorded, their scores do not affect the scores of their child. Parents can become familiar with the lessons their child is working on, so they will be better able to help their child with those lessons. Parents can practice the games and activities with their child, then exit the Parent Mode and let their child do the work. Parents who need help with their literacy and phonics skills can use the Parent Mode to learn along with their child.

We believe that there are many benefits to having the school, the teacher, the student and the parents all working together as a team to insure the success of the student. We believe that Super Star Online can greatly improve the effectiveness of this team. But we recognize that encouraging parental involvement takes a bit of work. Many parents aren't used to being involved. We believe that Super Star Online makes it easy and fun for them to be involved and is a unique way to encourage their involvement. But it takes the school, the teacher, and the student to make sure that they know about Super Star Online and how they can be involved. Please make every effort to let the parents know about your subscription and encourage your students to involve their parents.

When the Parent Mode is enabled (by default), the student and/or parent will see a Parent button on the main contents screen of the course. Parents can then click on the Parent button to enter the course in the Parent Mode. Should teachers decide that they don't want to use this feature, they can disable it by clicking on the Parent Mode button. The Parent Mode button will then show locked, will turn red and will be checked.



The Parent button will not be displayed to the student.

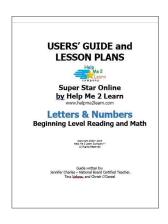
Write a Message to Parent – click on this button to display the write a message screen. This screen allows you to write a message that can be viewed by all the parents who use the Parent Mode. The idea of this screen is to allow you to communicate with parents something about what the students are working on and what is expected of them. You can use it anyway you want. You can type directly into the box or you can paste text into the box (keyboard command: control + V). You should remember that all parents will see the same message and that you will need to change the message from time to time. Don't forget to click on Save to save the message.



View Parent Mode Data – once you have your parents working with their children, you can run a report to see how much time the parents are spending in the Parent Mode. Click on this button to see a report of the total parent time, student time and student program progress.

The final button on this menu resets all of the class settings to the default. Use this button if you have made some settings that are giving you some problems or if you just want a fresh start for your class settings.

Users' Guide/Lesson Plans – click on this button to view our Users' Guide and Lesson Plans. This is an Adobe Acrobat (.pdf) file and you will need to have the free Acrobat reader (www.adobe.com) installed on your computer in order to be able to view this file. Once you can view this file, you can print any of the pages you want. This file contains some helpful tips, a lesson plan for each of the lessons in the course, the words to the songs, the words in the Learn the Words sections, and printable activity pages.

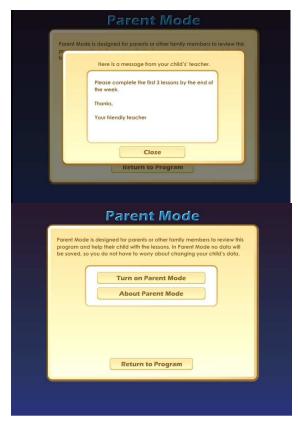




### **Understanding the Parent Mode**

The Parent Mode – teachers can only see the Parent Mode if they look at it from a student account. Students and Parents will see a "Parent" button on the main menu or contents

page (the button is in the same location as the Teachers' & Admins' button from a teacher account. Click on the Parent button to enter the Parent Mode menu.



Message from the Teacher – if the teacher has written a message, the parents will see the message when they first enter the Parent Mode. If the teacher has not written a message, this screen will not appear. The purpose of this screen is to give parents some guidance as to what lessons the child is working on and what is expected of the child.

Parent Mode Menu – the Parent Mode Menu is simple, there is a brief explanation of the Parent Mode, a button to start the Parent Mode and a button to read more about the Parent Mode. Parents can also return to the program without starting the Parent Mode.

Think of the Parent Mode as a practice mode. Parents can play any of the activities, games or songs without affecting the reporting or the progress of the student. The only tracking that occurs is the total amount of time that the parent spends in the Parent Mode. This data is only available on a report to the teacher.



Parent Mode Menu 2 – when the parent clicks on the Turn on Parent Mode button, they will see the next screen that confirms they are now in the Parent Mode. They should notice the Parent Mode button at the bottom of the screen; this indicates that they are now in the Parent Mode.

From this screen they can turn off the parent mode, read about the Parent Mode, view a progress report for their child or view the message from the teacher (if there is one).

View Your Child's Progress – click on this button to view or print a progress report. The top of the report will show the progress through the course and the bottom of the report will show the progress of the Pre-Test and Post-Test. Click on the Print button next to the Parent Mode button to print this report. Parents can also track the progress of their child from the Super Star page; however they need to turn off the Parent Mode in order to be able to navigate to the Super Star page.

Super Star Page – Parents can view and print

progress pages for their child from the Super Star page. There are four different views on the Super Star page:

- the Super Star view
- the Speed Round view
- the Whole Program view
- the Details view

Each view presents the progress in a different format and is designed to help track the progress of the student. Once a student has earned enough

stars, the star on the Super Star page will turn silver; parents can click on this star and print a Silver Star Certificate of Achievement.





The goal of the program is to earn a Gold Star on every star, then the star at the bottom of the Super Star page will turn gold and the parent can print the a Gold Star Certificate of Achievement. To print a Certificate of Achievement, click on the Silver or Gold Star, then click on Yes (note- the teacher has the option of turning the printing feature off, so if your students' certificates won't print, they must ask you to turn the printing feature on).



Parent Mode Button – to begin using the course in the Parent Mode, the parent would click on the Return to Program button. When in the Parent Mode, the Parent Mode button will be displayed at the bottom center of the screen. Parents can click on the Parent Mode button to return to the Parent Mode screen and turn off the Parent Mode.

It is our hope that the Parent Mode will be a valuable asset to the school, the teacher, the student and to the parent. Super Star Online provides a unique opportunity for the school to provide an easy to use and fun way for parents to work with their child at home. The level of parent involvement will obviously vary greatly. Some parents will only occasionally check the progress of their child, while some parents will be actively involved. We also encourage parents to use Super Star Online to build their skills as they work with their child.

### At-home Use

We have provided the tools to enable your students to use Super Star Online at home, however at-home use will need your support and encouragement to be used. Here are some suggestions for encouraging at-home use.

- Send a letter home with your students advising the parents that Super Star
  Online is available and encouraging the parents to work with their child at home.
  We have a sample parent letter available at
  <a href="https://www.helpme2learn.com/support/online">www.helpme2learn.com/support/online</a>. Please use this letter as a guide. To
  complete this letter you will need the user name and password of each student,
  you should be able to get these from your school's site administrator. You will
  use the same URL (web address) that you use in your classroom.
- 2. Remind your students to ask their parents to work with them at home.

- 3. After a couple of weeks, run a report to see how many parents have logged in and are using the program in the Parent Mode. You may need to send a follow up letter to parents who are not working with their child at home.
- 4. Whenever you have an open house or meeting with parents, let them know about Super Star Online and how they can use it to work with their child.
- 5. Suggest to your school administration that they hold a special Super Star Online night where your school explains the use of the program to the parents. You might be able to incorporate this as part of a back to school night or PTA meeting.
- 6. Use the message center and write a message on a regular basis to your parents. Let them know what lessons you are working on and what to expect from their child.

Some students will not have access at home. Encourage these students to seek out alternative access sites such as the public library, after school programs or relatives who do have Internet access.

The goal of Super Star Online is to build a better bond between the school, the teacher, the student and the parents. This stronger bond will build a better team all working together. We call this the Super Star Strategy for Success.

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Should you have any questions concerning this End-user License Agreement, or if you desire to contact Help Me 2 Learn Company for any reason write: Help Me 2 Learn Company, PO Box 729, San Luis Rey, CA 92068, phone toll free: 1-(800) 460-7001 fax 888-391-8415.

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**Twin Sisters Productions** 

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