



Educator's Guide to Speaking and Writing Chinese with Google Docs

Overview:

This lesson will teach how to use Google Docs for writing and speaking chinese.

Grades and Subject Areas:

Grades 9-12

Objectives:

- Student can add a language and use the language keyboard to write in chinese.
- Student can use quicktime to audio record their writing.
- Student can create a link to their audio recording in their google docs.

I Can Statements:

- I can add Chinese language input to my tools in Google Docs
- I can use the Chinese input tool to type a paragraph in Chinese
- I can use quicktime to create an audio recording in Chinese.
- I can create a link to my audio recording in Google Docs.

Curriculum Connections:

Alaska Content Standards:

Production and Distribution of Writing 6. Use technology, including the Internet, to produce, publish, and update individual writing products, taking advantage of technology's capacity to link to other information and to display information flexibly and dynamically.

ISTE Student Standards:

2.b Communicate information and ideas effectively to multiple audiences using a variety of media and formats.

ISTE Teacher Standards:

2. A. Design or adapt relevant learning experiences that incorporate digital tools and resources to promote students learning and creativity.

1 Created by Christina Hum - October 18,2012



Technology Integration:

Hardware and Software Needs

Desktop or laptop

Internet

Tips and tricks

Make sure all students can access their Google Docs account before beginning the lesson.

Resources:

Handouts or Downloads

- None

Links to teaching resources

<https://support.google.com/docs/answer/2720937?hl=en>

Web resources

<https://www.mangolanguages.com/>

Lesson Directions

Prep Time:

15 minutes

Prior to Lesson:

Teacher Prep:
Practice creating one before you begin.

Student Prep:
Be sure students can log in to their Google Docs account.

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Time Needed for Lesson:

60 minutes

Directions:

Step 1: Have students login to their Google Drive and create a new document.

Step 2: Go to file, Language and choose Chinese Traditional (the first chinese entry)

Step 3: Go to more on the ribbon bar and select Chinese (with the pencil).

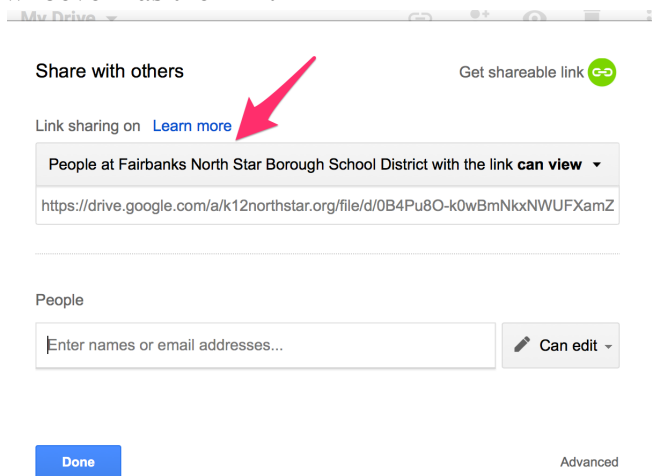
Step 4: Begin typing the chinese words and the Character will appear.

Step 5: Have students write a paragraph about a dialogue that they would have with someone using vocabulary that they are focused on for the chapter.

Step 6: When complete, have students open Quicktime player and go to file > new audio recording.

Step 7: Have students record what their screen says.

Step 8: Have students drag their audio file into their Google Docs account and share the file with whoever has the link.



Step 9: Have students copy the the link and go to back to their document, highlight their text and create a link with the link for the audio file.

Step 10: The share the document with the paragraph and link with the teacher.

Extension / Challenge:

Idea 1: Use for telling a story.

Idea 2: Use for script writing.