

Harvester Tips

Jazz Up Your SchoolWeb Site

The latest version of SchoolWeb allows you to select a background template ("force theme") to help personalize your site. The fifteen background templates come in a variety of styles and colors.

To force a theme:

- Open your SchoolWeb site.
- Login.
- Click on the "Settings" link in the "Administrative" block.
- Scroll to the bottom of the "General" section.
- Click on the down arrow in the selection box after "Force Theme".

- Click on a style of your choice.
- Scroll to the bottom of the page and click on "Save Changes".

TIP: Some styles require that the font size on the site be no greater than **18 pt**. If your text is overlapping, try reducing the font to 18 pt or less.

Style Choices:

- Chameleon—lime green
- Cornflower—blue
- Custom Corners—curved edges
- Formal White

- Metal—gray
- OceanBlue
- OrangeWhite
- OrangeWhitePDA—huge font
- Standard
- StandardBlue
- StandardGreen
- StandardLogo
- StandardRed
- StandardWhite
- Wood—light brown

Image Resizer

Pictures too large to load? PowerPoint too large to upload due to large picture size? Convert your pictures to a size that is appropriate to upload to SchoolWeb, insert in PowerPoints and Movie Maker, or to email to your team.

1. **Download** the free Image Resizer from Microsoft PowerToys at <http://www.microsoft.com/windowsxp/Downloads/powertoys/Xppowertoys.mspx>
2. Scroll on the right and click on the Image Resizer exe:



Image Resizer
 ImageResizer.exe
 521 KB
 2 min @ 28.8 Kbps

(A series of new windows will open as the installation wizard walks you through the process.)

3. Click "Run".
4. Click "Run" again.
5. Click "Next".
6. Select the "I Accept the Terms..." radio button and click "Next".
7. Leave the LISD listed on this screen and click "Next".
8. Leave the "Complete" radio button selected and click "Next".
9. Click "Install".
10. Click "Finish".

To resize an image:

- Open an image that is saved on your computer.
- Right click on the image and select "Resize Pictures".
- Select the desired size and click "OK".
- Your changed picture will be saved at the bottom of the picture file and will be renamed (Small), (Medium)...etc. whatever you selected.

TIP: Resize more than one picture at once by holding down the CTRL key and clicking on multiple pictures. Right click >Resize Pictures > Select Size > OK.

Discover “NetTrekker”



NetTrekker is a search engine that is safe, fast and user-friendly for teachers, students and parents. The site provides over 180,000 educator selected online resources organized by readability level and aligned to the state standards. Resources are available for general education students, ELL/ESL students, those working below or above grade level, special needs students, and more.

1. Read Aloud—With a click of a button, the program will read aloud highlighted text, search results and dictionary definitions.
2. Search Views—Search for websites, famous people, images and standards.
3. Keyword Search—Enter a keyword or phrase.
4. Advanced Search—Focus your search results.
5. Subject Search—Drill down through the curriculum areas and subtopics.
6. Current Events Search—Link to major newspapers, magazines, and other

- news media sources.
7. Leveled Resources—Search though curriculum at the Elementary, Middle, and High School level.
 8. Timeline—Navigate through the timelines or build your own.
 9. Famous Person—Search for specific information about an assigned person.
 10. My Portfolio—Save your searches to folders you create in the “My Portfolio” section of the “My Tools” Box.
 11. Create a class and save selected sites for your students to use in the lab or at home—Interactive sites, Homework help, News, etc.

For the best use of the site, you will need two logins: one as an administrator and one as a student. Follow these directions:

- Select “Bookmarks for Research” in the Novell window.

- Login: Username: **lisd**, Password: **lewi**
- Scroll down and click on the “NetTrekker” link.
- Click on “Register” in the upper right corner.
- **To create a student login**, complete the form, and click “Done”.
- Repeat the process and create another username and password for your teacher account. **For the teacher account**, click on “Profile” in the “My Tools” box.
- Complete the form with the new information. Type “roy” for the Teacher Code.
- Click “Submit” and Student will be changed to Teacher. Click “Submit” again.

Students can save their searches, as well, in their “My Portfolio” section of the “My Tools” Box.

LISD New Web Filter

LISD just installed a new web filter, and many teachers are finding that sites they have used in the past are now blocked. **When does a teacher request the site be unblocked, and when do we yield to the wisdom of the district filter?** Here are questions to guide you.

- How does this site help me accomplish my instructional goals?
- What unique features does this site offer that I cannot find anywhere else?
- Although this site helps me and students accomplish educational goals, are other features inappropriate? LISD cannot unblock just “part” of a site.
- Does the site contain features that are inappropriate or will lead students to off-task behavior (chat rooms, social networking, etc.)?
- Is the primary purpose of this site educational? If not, perhaps it’s not the best choice.
- Would someone find aspects of this site questionable in any way (ads, links to inappropriate sites, etc.)?
- Does the site use a large amount of bandwidth that (radio stations, etc.)?
- The most important question to ask is, “Does this benefit students?”

Many teachers are concerned about their inability to visit sites to conduct personal business during their conference periods (pay bills, upload personal pictures, shop, build personal web sites, check sports scores, etc.). Just remember, if we open these types of sites for teachers, students could very well be involved in these activities during class time as well. These sites, while not overtly inappropriate, do not benefit students and will not be unblocked.