



ALRC TECH TIPS

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Welcome to September's ALRC Tech Tips. We hope you find these brief ideas worth saving. Please feel free to contact us with any tech ideas you would like to share with other programs. This is your forum.

**Adult Learning
Resource Center**
2626 S. Clearbrook
Arlington Heights, IL. 60005
Sue Barauski, Director
sbarauski@thecenterweb.org

Phone
224.366.8500

Fax
847.378.6225

E-mail
Judith Diamond
jdiamond@thecenterweb.org

We're on the Web!
www.thecenterweb.org/alrc

Peruse and Use: [Handouts to Download](#)

Mineral Information Institute

<http://www.mii.org/teacherhelpers.html>

Five packets with science lessons and handouts for students ranging in size from one page to 50. One example: **Natural Resources We Use - Food, Fiber, Fuel and Minerals, Where Do They Come From?** Emphasizing the natural resources produced in North America with the major mineral, energy, agricultural, and forestry production locations and facts.



ESL Cyberlinks, Qc

<http://www.james.rtsq.qc.ca/interactive/>

Twenty-five activities in PDF format originally designed for K-12 ESL, but fun for adults too. One of the activities includes a large picture of a “messy” classroom and instructions to draw items in various places. Students then have to describe where the items are: “The pencil is under the desk.”

Social Security: Your Earnings Record

<http://ublib.buffalo.edu/libraries/e-resources/ebooks/records/ecv1192.html>

This file, which may be downloaded as a PDF, is a simple description of what to expect on your wage statements for social security including special rules and exceptions.



<http://www.eslflow.com/speakinggrammarverbs.html>

There are many grammar handouts here for ESL teachers of all levels. Some of these may also be useful to ABE/GED teachers.



Online professional development classes

WALK-THROUGH

(necessary before your first WIMBA)

Sept. 20, 8:00 p.m.
Oct. 11, 2:00 p.m.

WIMBA

Affixes=Prefixes+Suffixes
Sept. 19, 1:00 p.m.
OR 6:00 p.m.

Beguiling Beginnings for
ESL Classes
Sept. 20, 10:00 a.m.

Using Excel—Formulas
Sept. 26, 1:00 p.m.

Adapting Pre-Made
Games to Increase ESL
Fluency
Sept. 27, 3:00 p.m.

This Month's Feature: **Accessing Websites Offline**

“I just want to copy the webpage, but without the advertisements...”

- Go to the webpage
- Click “File.”
- Click “Edit with...” (*This is usually: “Edit with Microsoft Word”*)
- Most webpages are in tables. Use the “Tables” dropdown menu in Word to edit (*or the Tables menu in whatever Word Processor you use*).
- Click in the column or row you wish to delete and then click: Delete → Columns or Delete → Rows
- Click Table → Properties -- increase or decrease cells to desired size.

An example:

Webpage: <http://www.aceofflorida.org/ged/tips.html>

Edited webpage: attached to this newsletter

“I want the whole site, but my classroom isn't connected to the Internet...”

There is a free utility that you can download to your home computer called “**HTTrack**.” It will copy a website and save it to your hard drive.

The URL is: www.httrack.com/index.php

The name of the file to copy is: httrack-3.41-3

After you have copied it to your desktop, click it to install.

You can then delete the installer that you copied previously.

A few suggestions (check with your IT person if available):

- Click the program icon to start the program
- Unclick the square for “proxy.”
- Name the site: e.g. “Test Anxiety” and the area, e.g. “Math.”
- Click the “Next” button.
- Click “Set Options” and click: Limits.
- Click Maximum Mining Depth. Set this category to 1.
- Follow the “Next” icons.
- When you are done, the website will be in the newly created folder “My Websites.” Make a smaller folder within “My Websites.” Put all the files for the website in the folder. Each time you download a website, create a new folder to download into.
- The icon with the large “E” will bring up the webpage.

Mining Depth refers to how many pages past the top layer, you wish to copy. If “1” does not go deep enough, you can raise it to “2”. Websites can make large files. It is good to keep the depth to a minimum.

Put the copied website on a memory stick and copy it again into your classroom computer(s). The students will be able to access the site (to the depth that you have copied) just as if they were online.

“But I've never used a memory stick...”

In our October issue, we will discuss Memory sticks and USB ports.