

Day 1 Assignment – due on the google drive BEFORE class Wednesday 4/2

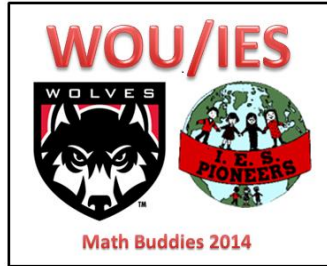
In this course we will be participating in a “Math Buddy” project in collaboration with 4th and 5th graders at Independence Elementary School (IES). Your first assignment is to locate our class google drive, then look at the work of and write a letter to each of your buddies.

1. Locating the class google drive: Log on to your **WOU gmail** account and go to your google drive (this is found by clicking on the grid of 9 squares on the top right of your email and then clicking on “Drive”)
 - a. On the left there should be a “Shared with Me” tab. Click on that and you should see a **MTH 396 Spring 2014** folder - click on it (**if you are unable to see or access this drive email me at beaverc@wou.edu ASAP to get access**)
 - b. There will be subfolders where I will post many things. In particular I will post this document and a file with your buddy numbers in the “General” folder. For this assignment you should see a folder labeled “Turkey Problem”. Click on that and then there should be two subfolders:
 - **IES Student Work:** This folder has an electronic copy of the student work should you need to look at it. The files are named according to your buddy number. For example if your buddy number is 12, then open the file “Turkey.11-15”. Scroll through the file until you see the cover sheet for buddy 12; the work of your buddies should follow.
 - **Turkey Letters:** This is the folder where you will upload the letters to your buddies (see instructions in 2.).
2. Read and understand the work of your buddies. You have been given a printed copy of your buddy work, but if you need access to it, you can find it in the IES Student Work file (see 1b). Write a letter to each of your buddies. Your first letter will be an introduction of yourself and some comments on their work. If your buddy did not do the problem, *you still need to write them a letter*; you just won’t include comments on their work. The sample letter is included in the drive as well as being found at the end of these instructions. Read it carefully so you know what to write in your letter. We will always be using the MTH 396 Spring 2014 google drive when writing the letters. Follow these instructions to begin:

Go to the google drive MTH 396 Spring 2014 (see instructions in 1)

- Open the folder labeled “Turkey Problem”
- Open the subfolder “Turkey Letters” and look for a file named “A Turkey Template”. (The sample letter is named AA Turkey Sample Letter just so it stays at the top of the list)
- **Right click** on the “A Turkey Template” and select “Make a copy” (**do not download, make a copy**).

- Find the “copy” of the template that you just made and right click on it and choose “rename”. Rename the file as “Your last name_Your buddy number_ Buddy Name”. For example if I was writing to my buddy Beth and I was buddy number 4 I would rename my file Beaver_4_Beth.
- In this renamed file type in your letter following the basic guidelines from the sample letter. Google docs saves a copy every few seconds so you do not have to actively do anything to save your file. Repeat for each buddy.
- All letters should be completed and uploaded to the drive before class begins on Wednesday 4/2. If you have trouble accessing or creating a file, email me ASAP. If you wait until Tuesday night and it does not work, you will likely lose points.
- This assignment will be graded as 0,5 or 10 points for each buddy depending on the following:
 - 0: You did not write a letter
 - 5: You wrote a letter and brought it to class but it is not on the google drive
 - 5: You wrote a letter and it was on the google drive on time, but did not include all the components outlined in the sample letter
 - 10: You wrote the letter and it was on the google drive on time and included all components outlined in the sample letter
- ON WEDNESDAY 4/2 WE WILL MEET IN MNB 110 (THE COMPUTER LAB) TO WORK MORE ON THE LETTERS.



To: Beth
From: Cheryl
Problem: Turkey Problem
Date: April 11, 2014

Basic Instructions:

- Use 12 point font, leave a blank line between paragraphs, do not exceed 2 pages.
- Remember you are writing to 4th and 5th graders. Some of these students struggle with English. Use short sentences and paragraphs. However, do not treat them as “little kids”; they are the 4th and 5th graders and at the top of their school – they want to be treated as such.
- You are in college; your work should be grammatically correct and free from spelling errors. Your letters should serve as a model to them on proper writing. These letters will be seen by their teachers and parents. Your work reflects on yourself and WOU. You will be graded down if I must correct grammatical or spelling errors in your work. If you struggle with this area, you should plan visits to the writing center.

Dear Beth, [Start the letter Dear [Buddy Name]]

[In the first couple of paragraphs introduce yourself and tell them something about you - keep it rather short so you'll have some things to tell them later. Change it a little for each buddy because they compare notes.]

Hi! My name is Cheryl and I am going to be your Math Buddy! I am a sophomore (2nd year) student at Western Oregon University and I am studying to become a teacher. I am very excited to be working with you for the rest of the year!

I like puppies and spinach. I like to change the oil in my car. I like to play violin, but I'm not very good. I take lessons ten times a week so hopefully I will get better soon. I love video games, my favorite is Ms. Pac Man.

[Ask them a few questions so they have something to write back to you about. Again, just a few, save some for another letter. Change it a little for each buddy because they compare notes.]

I'd like to learn a little about you. What is your favorite subject in school? What is your favorite color? Do you have any pets? Are you excited for middle school?

[In the next 2 sections we will “praise” some things they have done well in their work and “prompt” them on things they could improve upon. For this draft just brainstorm some things that jump out at you. Include for now just some brief comments in a bulleted list. For full credit for this draft list at least three things in each category, but list as many as you think of.]

Praise:

- Correct mathematical computations for minutes to cook 12 pounds
- correctly converted minutes to hours
- final answer was clearly marked
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Prompts:

- they only answered part of the problem by finding number of minutes to cook the turkey, but didn't figure out what time it needed to go in the oven
- their work was scribbled all over the page, I couldn't tell what they were doing
- they subtracted wrong when finding the time
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[Close with a paragraph letting them know you look forward to working with them]

Beth, I am excited to be your math buddy! I know we can learn a lot from each other! I look forward to seeing how you work the next math problem!

Your buddy,

[leave a space and when you print out the letter sign your name here]

Cheryl