

## Educational Tools

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### English Instructional Resources

- **Applications Tutorials:**

- PBS Teachers Source: [Tutorials](#) [2] - This section connects you with some of the simplest and most accurate self-guided tutorials available. While some of this information is relevant to any Internet learner, these examples and resources were assembled with teachers in mind.
- Aspira's CTC [Applications tutorials](#) [3]
- [UNESCO's Information Technology in Education](#) [4] training programs
- Microsoft: The [Insider Learning Library](#) [5] features a rotating series of free interactive courses on the most popular Microsoft programs and technologies.
- Microsoft Hands-on Tutorial Packs: [Creating a Course Web Site](#) [6]
- Microsoft Hands-on Tutorial Packs: [Analyzing Data with Microsoft Excel 2002](#) [7]
- Microsoft Hands-on Tutorial Packs: [Creating Online Presentations](#) [8]
- Microsoft Hands-on Tutorial Packs: [Word and the Writing Process](#) [9]
- Microsoft Tutorial Packs Windows XP 101: [Using Windows XP Professional in the Classroom](#) [10]
- **Lesson Plans and how-to integrate technology into the teaching/learning process**
  - [AOL lesson plans finder](#) [11]
  - [UMUC-Verizon Virtual Resource Site for Teaching with Technology](#) [12]: What do you want to use technology for? To help you answer this question, we've outlined some teaching/learning activities below that are used across the disciplines and tried to suggest through examples from the Web how each might utilize a certain kind of technology or a combination of different technologies to accomplish specific learning objectives. Each example represents a different discipline, and there are over 40 disciplines represented in the examples.
  - Microsoft [Lesson Plans](#) [13] - Are you looking for some great ideas on how to integrate technology into your curriculum? Check out these resources designed to incorporate Microsoft products into your classroom.
  - [PBS Teacher Source:](#) [14] Ideas for Web-Based Lessons "So I've got the computer...now what?" As with any aspect of your professional development, learning how to integrate the strengths of the Internet with your curriculum takes practice. Each month, PBS TeacherSource will provide you with the ideas that you can try with your students to enhance your teaching with technology. Choose from beginner, intermediate or advanced level activities.
  - [Microsoft Classroom Teacher Network](#) [15]
  - University of Delaware - [Toolkit for Teaching with Technology](#) [16]: This toolkit provides information about how technology can complement your teaching.
  - [AOL Online Classroom](#) [17]: bring your class online with AOL and Blackboard
  - AOL provides a list of [online activities](#) [18], reviews and study aids that relate to your courses textbooks (K-12).
- [Create and Maintain Hyperlinks More Easily in Your Office 2000 Documents](#) [19]
- [Build a Frame-based Web Site with Microsoft Word 2000](#) [20]
- [Design the Tables You Want Using Microsoft Word 2000](#) [21]

- **Using the Internet:**

[5 Minute Guide to the Internet:](#) [22] **This page covers definitions, navigation, and other basic necessities to be a successful "InterNaut".**

[Learning to use the Internet and the World Wide Web](#) [23]: **On-line textbooks for beginning or intermediate users, with examples and exercises.**

[Yahoo! Internet Life Surf School](#) [24]: **[24] Comments, advice and tips on how to surf the net.**

[LivingInternet.com](#) [25] was developed to make information about the Internet available to as many people as possible. This site isn't fancy, but is a good current site on how to use certain Internet tools including Electronic Mail, Internet Relay Chat, and Multi-User Dimensions (MUDs). More advanced users will be able to find specific information without going through a long tutorial.

- Using Search Engines:

- [How to Search the World Wide Web](#) [26]

- [The Basics of Google Search](#) [27]

- [Dogpile](#) [28]- multi-engine semi-parallel search interface. Searches logically through several search engines until 10 matches are found. Allows use of boolean and proximity operator.

## **Recursos Instruccionales en Español**

- Cursos en línea para aplicaciones Microsoft

- [Power Point](#) [29]

- Microsoft Word

- [Parte I](#) [30]

- [Parte II](#) [31]

- [Microsoft Excel](#) [32]

- Microsoft en la Educación: [Guías curriculares](#) [33]. Estas guías para el salón de clases ayudan a los profesores de las instituciones de educación básica a integrar las aplicaciones de software a sus actividades de enseñanza diarias. De esta forma, los maestros y alumnos pueden aprovechar los productos al mismo tiempo que realizan practican los contenidos de diversas materias, desde matemáticas y biología hasta literatura o historia.

- Recursos para [enseñar Español](#) [34]

- [Red para el Maestro del Salon de Clases](#) [35] - Microsoft

- [Productividad en el salon de clases](#) [36] - Microsoft

- [TechNet para la Educación](#) [37] proporciona todos los detalles sobre cómo evaluar, dar mantenimiento y soporte a la tecnología Microsoft en un ambiente de aprendizaje.

- [Utilizar formularios de Microsoft Outlook en la educación](#) [38]: Este documento describe los formularios de educación de Microsoft Outlook, y muestra cómo crearlos, instalarlos y utilizarlos para mejorar la actividad colaboradora en el entorno educativo.

- [Tutorial de conocimientos básicos matemáticos y su aplicación en Excel 2000](#) [39]

- Tutoriales especiales - [Modelos de cartas Nivel básico](#) [40]: El objetivo de estos tutoriales es conocer un poco más a fondo el lenguaje de los documentos mercantiles y su utilización, así como crear modelos utilizando Word 97. Veremos modelos de documentos comerciales conocidos como el contrato, el recibo, la instancia, la minuta, el abono, etc, y conoceremos su

significado y su uso.

- **Como utilizar la Internet**

- [INTRODUCCIÓN A INTERNET](#) [41]:Curso dirigido a todas aquellas personas que se inician en internet. Contiene explicaciones paso a paso y prácticas propuestas.
- **Aprenda a utilizar la red a través de explicaciones sencillas paso por paso y tema por tema en español con los servicios de [learnthenet.com](http://learnthenet.com) [42].**

- **Motores de Multibúsqueda**

- [Yupi](#) [43] - **motor de multi-búsqueda completamente en español.**
- [Neol@tina](#) [44] - **motor de multi-búsqueda con enfoque latinoamericano. Ofrece conexiones a páginas de interés y está completamente en español.**
- [Yahoo! en Español](#) [45] - **motor de multi-búsqueda y oferta de servicios en español**

**Source URL:** <http://www.aspira.org/en/educational-tools>

**Links:**

- [1] <http://www.aspira.org/en/user/login?destination=comment/reply/539%23comment-form>
- [2] <http://www.pbs.org/teachersource/teachtech/tutorials.shtm>
- [3] <http://www.aspira.org/Toolkits.html>
- [4] <http://www.unesco.org/webworld/infotraining/index.html>
- [5] <http://www.microsoft.com/insider/learning/lessons.asp>
- [6] <http://www.microsoft.com/education/default.asp?ID=FrontPageTutorial>
- [7] <http://www.microsoft.com/education/default.asp?ID=excelTutorial>
- [8] <http://office.microsoft.com/training/training.aspx?AssetID=RC101865831033>
- [9] <http://www.microsoft.com/education/default.asp?ID=wordTutorial>
- [10] <http://www.microsoft.com/education/default.asp?ID=WinXP101Tutorial>
- [11] [http://school.aol.com/teachers/lesson\\_plans.adp](http://school.aol.com/teachers/lesson_plans.adp)
- [12] <http://www.umuc.edu/virtualteaching/module1/strategies.html>
- [13] <http://www.microsoft.com/education/default.asp?ID=LessonPlans>
- [14] <http://www.pbs.org/teachersource/teachtech/ideaswebbased.shtm#arts>
- [15] <http://www.microsoft.com/education/default.asp?ID=MCTN>
- [16] <http://www.udel.edu/learn/technology/>
- [17] <http://school.aol.blackboard.com/Teachers/index.htm>
- [18] [http://school.aol.com/teachers/textbook\\_activities.adp](http://school.aol.com/teachers/textbook_activities.adp)
- [19] <http://www.microsoft.com/insider/articles/2000docs.htm>
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- [23] <http://www.mwc.edu/ernie/lrn-net.html>
- [24] <http://www.zdnet.com/yil/filters/surfjump.html>
- [25] <http://www.livinginternet.com/>
- [26] <http://204.17.98.73/midlib/tutor.htm#ASE>
- [27] <http://www.google.com/help/basics.html>
- [28] <http://www.dogpile.com/>
- [29] <http://www.aspira.org/PDF%20files/Introduccion%20a%20PowerPoint%20I.pdf>
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- [33] <http://www.microsoft.com/latam/educacion/tecnologia/guias/productividad/default.asp>
- [34] <http://www.aspira.org/spanish.htm>
- [35] <http://www.microsoft.com/latam/educacion/mctn/>

- [36] <http://www.microsoft.com/latam/educacion/mctn/classroom/default.asp>
- [37] <http://www.microsoft.com/latam/technet/educacion/>
- [38] <http://www.microsoft.com/latam/technet/articulos/200006/art02/>
- [39] [http://64.226.188.26/sivnetwork-www/cursos\\_gratis/excel/excel\\_mates.htm](http://64.226.188.26/sivnetwork-www/cursos_gratis/excel/excel_mates.htm)
- [40] [http://64.226.188.26/sivnetwork-www/cursos\\_gratis/MarcoCen\\_Modelos.htm](http://64.226.188.26/sivnetwork-www/cursos_gratis/MarcoCen_Modelos.htm)
- [41] [http://64.226.188.26/sivnetwork-www/cursos\\_gratis/intro/intod\\_der.htm](http://64.226.188.26/sivnetwork-www/cursos_gratis/intro/intod_der.htm)
- [42] <http://www.learnthenet.com/spanish/>
- [43] <http://www.yupi.com/>
- [44] <http://www.neolatina.com/>
- [45] <http://espanol.yahoo.com/>