

TREND TASK

Email

Approach: One to one

Level: Year 8

Focus: Supplying information in an email message.

Resources: Computer programme on laptop computer.

Questions/instructions:

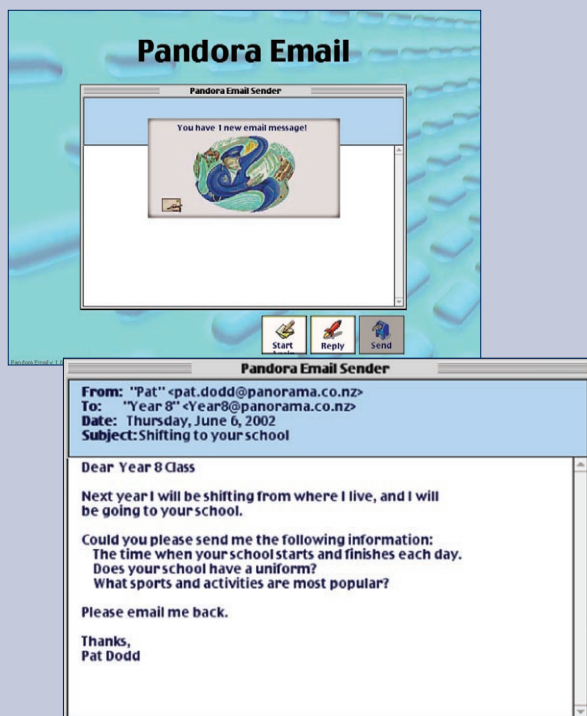
This activity, called **Email**, is done on the computer.

Email is a way of sending letters and messages on the computer instead of writing them on paper and sending them through the post.

I want you to do this on your own, including working out how to use the computer.

Click the **Email** button.

Apart from general encouragement to “try things out”, do not give the student any help with operating the computer word processor.



Commentary:

Because of scoring changes, 1998 data were not available for the sports and activities elements. On the other elements, the 1998 students generally responded a little better than the 2002 students.

	% responses
	2002 ('98)
	year 8
Structure of message:	
reply only (<i>original deleted</i>)	13 (22)
reply above or below original text	69 (62)
reply intermingled with original text	6 (9)
original re-sent with no reply	12 (7)
Elements included:	
appropriate salutation	61 (72)
greeting (e.g. a welcome to school)	27 (38)
school start time	80 (84)
school finish time	70 (79)
School uniform:	
yes & detail	31 (49)
no, or yes and no detail	51 (34)
not mentioned	18 (17)
most popular sports indicated	79 (NA)
most popular activities other than sports indicated	10 (NA)
appropriate ending (<i>identifying sender</i>)	60 (60)