

# Creating a Search Guide

**Using what we have learned to create a user guide for students doing web research.**

**October 19, 2009**

**Gregory-Lincoln Education Center MS Technology  
2 Class Periods**

We have discussed some questions that you can ask yourself as you evaluate websites.

Now it is time to select some questions that you would like to use each time you do research, simplify those questions and create a guide for younger students.

## **Getting Started**

One of the best ways to get started on a project like this is by “brainstorming” with a partner. Choose a partner and each of you share some questions that you think would be useful for younger learners. Be sure to write down your ideas.

## **Narrowing it Down**

Once you have more questions than you need, it’s time to narrow them down and select the BEST questions for your guide.

## **Creating the Guide**

Now that you’ve selected the best, it’s time to select the software you’ll use. You may use either MS Publisher, or MS PowerPoint for this project. Open the software, and type your list of 5-10 questions.

## **Finishing Up**

Once you’ve typed your questions. Add helpful instructions so that the users will understand how to use your guide.

## **Final Step**

When you are finished, let me look at your work **before you print it**. After I have looked at your work and approved it, you may print a copy.

## **Save it Too**

Make sure you name and save your work in your work folder. If you don’t remember how to do this, I will help you.

Sample title:

Heyman, L 10-19-09 Web Evaluation