Business&ITCenter21

case study

Princeton Community Middle School Students Quickly Learn Microsoft Office Skills Using Business&ITCenter21

Princeton Community Middle School via partnership with Oakland Schools

Like many middle schools, when Princeton Community Middle School sixth graders arrive, many of them have little to no experience with Microsoft Office applications. The combination partnership with Oakland Schools and the school's search for a way to effectively and efficiently teach students these important survival skills led to Business&ITCenter21.

Situation

Lillian Willis, who teaches Information Technology at Princeton Community Middle School, shared that many students who arrive for sixth grade have not had much exposure to computers in the various elementary schools.

The school needed a way to teach the introductory coursework for these important skills that all students need in today's classrooms. Additionally, they needed a way to teach it to students with a wide range of abilities and learning styles. And so, they added Business&ITCenter21 to their bag of tools to expose students to the various areas of Microsoft Office and teach them the basics.

Solution

Willis has been very pleased with the Business&ITCenter21 system.

Willis uses a blended-learning approach in her classroom. She has her students go through a unit in Business&ITCenter21. Then she assigns a project outside of the software for them to further apply and demonstrate what they know. A lot of teaching is done inside the software.

For her students, Willis likes that they can log on and work at their own pace. Additionally, the software has an audio portion that can read the on-screen text to students. "The software reads to them,

so it helps their comprehension. They can go back and replay something that they didn't get the first time," explains Willis. She praises the software for providing students with immediate feedback. Willis also feels that Business&ITCenter21 helps prepare students for standardized tests, where they have to answer similar questions, presented in a similar way.

For herself, Willis says the software is "user-friendly first and foremost. You don't have to be a technology wizard to utilize the software. You can actually work along with the students as far as learning new components that you don't already know." Willis also appreciates that the student's progress can be closely monitored by the teacher.

> "With Business&ITcenter21 students can easily learn the Microsoft Office package in little or no time,"
>
> says Lillian Willis

Results

Willis gives the Business&ITCenter21 high praise, "If the students are willing to sit down utilize the information, read the information, listen to what is being taught to them, then they can easily learn the Office package in little or no time."

Applied
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