

# Technology Proficiency



## Campaign For President

### **PAINTING AND DRAWING**

Day 1 and 2 –Using AppleWorks Paint or MS Paint create an election poster for your fictional candidate. Include his/her election platform and symbols you think that can win an election from La to NY.

### **WORD PROCESSING**

Day 3 and 4 –Using AppleWorks word/MS Word write a business letter to potential donors to get campaign money. What does your candidate stand for? What are you going to do with the money? How can it directly benefit?

### **SPREADSHEET**

Day 5 and 6 –How much money will you need for daily expenses for your candidate? Create a 15-item spreadsheet (MS Excel) that outlines personal expenses. An example if this would be transportation, hotel, bodyguard, etc.

### **DATABASE**

Day 7 and 9 – Using the MS Access/AppleWorks create a list of 20 people that DIRECTLY work for the candidate. Include the following fields: name-address-cell-pager-email-department-job.

### **WEBPAGE**

Day 9 and 10 –You need a website for your candidate. Using an existing template in AppleWorks/MS word create a website that promotes the candidates platform. Include links to other sites,, and links to get donations

### **PRESENTATION**

Day 11 and 12 – Use presentation software like MS PowerPoint. Create an 8 slide presentation on your candidate.

Each assignment is worth 2 product hours, 3 turned in on time. You may show me work on your PC screen, disk/storage device, print, or email it. [douglas.perez@pusd.org](mailto:douglas.perez@pusd.org)