

1st step in the Digital Word

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Instruction manual

Game n°1: Wordsheet
“My perfect day”



INTRODUCTION



Game n°1: Worksheet
"My perfect day"

PURPOSE OF THE GAME

The game "My Ideal Day" aims to teach kids which writing character is best suited to the occasion for which they are writing (formal, informal and so on). With this first step towards digital writing, we try to give a logical basis to a writing program like the Word sheet that otherwise may seem unimportant.

Quick and easy!

Players, supported by the Trainer and following the theory contained in these instructions, will play by filling in the word card marking the right answers!

Game Rules

Players and Game Duration:

1 player per game set;

Game duration: 60 minutes.

What you need to get started:

1) Instruction manual;

2) Worksheet "My Perfect Day" printed;

4) a pen.

Before starting:

Download the worksheet "My Perfect Day" from the site "Primopassoneldigitale. eu" and make sure you have got all the materials you need to start playing!

How to play:

Read the theory carefully or listen to your Trainer before starting to answer the quizzes in the game. Eventually, you will have learned to use the characters you find in a digital writing program.

Theoretical basis: how are characters used?

The bold, the italic, the underline



Online writing often requires the use of certain specific fonts, which are not in use in handwriting. This requires graphic settings to facilitate the reader's understanding of the text.

For this reason, we use the following characters:

bold, italics and underlining.

Let us now see when it is appropriate to use them

Theoretical basis: how are characters used?

1

The bold

Bold is a more marked and obvious character as it is thicker than the other words in the text. It is used to **strongly emphasise** a particular **word or phrase** so that it can be easily identified by the reader.

It is also used to highlight the name of the addressee of a formal letter, such as a letter sent to a university professor or doctor

2

The italic

Italic is a font style that is characterised by the **slight inclination of the letters to the right**. It is used to indicate a foreign word that is not used in everyday language, to highlight titles of literary, theatrical or musical works, or to insert Latin phrases or scientific terms. You can also use an italic font to give an **elegant touch** to the word or phrase you want to write in a letter to a beloved person, to whom you are familiar, as the italic style simulates handwriting.

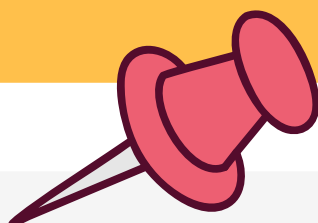
Theoretical basis: how are characters used?

3

The Underlined

Underlining is a **designed character**: it consists of a **simple straight line**. Historically, it was introduced to emphasise words written on old typewriters.

Today, it is used to emphasise a word or phrase in a discourse in a not-too-pronounced manner, or in an online text, it indicates the presence of a **hypertext link** via an **HTML link**.



The red color:

It is used to highlight an error (logical or grammatical) or emphasize an important deadline.

Yellow highlighter

It is used to emphasize a thought, a concept or an information that you want to remember, for example while studying.

Answer questions!

Example: Wordsheet "My Perfect Day".

Read the questions
and choose the
right answer by
marking it with an **X**
on the letters
corresponding to
the **answers**
chosen.

You will be able to
check if your
answers are right or
wrong by
comparing them
with the **answers** at
the **end of the**
Word sheet page.



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1 – Hai chiesto una lettera al tuo professore di
Economia. Scegli il carattere più appropriato.

[A] . Egregio Professor Rossi,
[B] . *Egregio Professor
Rossi*
[C] . Egregio Professor Rossi
[D] Egregio Professor Rossi

2 – Vuoi scrivere una lettera elegante a tua zia per
congratularla del suo matrimonio. Scegli il
carattere più appropriato.

[A] Cara Zia Giovanna...
[B] Cara Zia Giovanna...
[C] *Cara Zia
Giovanna...*
[D] Cara Zia Giovanna...

3 – Devi scrivere una mail a un tuo amico. Scegli il
carattere più appropriato

[A] Ciao Giulio! Come va?
[B] Ciao Giulio! Come va?
[C] *Ciao Giulio! Come
va?*
[D] Ciao Giulio! Come va?



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RESULTS

1 Cognitive skills

The students train their **memory** first by studying the simple theory, then by applying what they learned through the instruction manual or through the explanation of their Trainer. Moreover, they will have to employ **reasoning** to answer all questions.

2 Basic digital writing skills

Thanks to the game, kids learn the **basics of digital writing** and the use of different characters in a digital writing program like Word.