# Additional Resources to Refer to

Lesson Plan Template

<http://office.microsoft.com/en-us/templates/lesson-plan-TC001018400.aspx>

Other Planning Templates

<http://office.microsoft.com/en-us/templates/CT010253063.aspx?tl=2>

Marking and Grading Templates

<http://office.microsoft.com/en-us/templates/CT010275473.aspx>

Home Work Blog

<http://homeworklynn.edublogs.org/>

See and Share Multiple Calendars

<http://office.microsoft.com/en-us/outlook-help/see-and-share-multiple-calendars-RZ001030994.aspx>

Creating Templates

<http://office.microsoft.com/en-us/training/save-time-with-templates-RZ010223218.aspx>

Publisher Newsletter Template

<http://office.microsoft.com/en-us/templates/school-newsletter-3-col-4-pp-TC001018255.aspx>

Lesson Plan Templates

<http://office.microsoft.com/en-us/templates/lesson-plan-TC001018400.aspx>

PowerPoint Quiz Templates

[http://office.microsoft.com/en-us/templates/results.aspx?qu=powerpoint+quiz#](http://office.microsoft.com/en-us/templates/results.aspx?qu=powerpoint+quiz)

Excel Grade Book Templates

<http://office.microsoft.com/en-us/templates/CT010275473.aspx>

How to Use ‘Save As’

<http://office.microsoft.com/en-us/word-help/save-a-file-HP001233033.aspx>

How to use Mail Merge

<http://office.microsoft.com/en-us/word-help/word-mail-merge-a-walk-through-the-process-HA001034920.aspx>

Using Autocollage

<http://www.youtube.com/user/innovativeteach#p/a/u/1/1GAUW0wRd4A>

Movie Maker

<http://www.microsoft.com/education/teachers/guides/windows_movie_maker.aspx>

SMS Server Toolkit

<http://research.microsoft.com/en-us/downloads/2bdeb3c6-9945-4804-a9bc-0d53704d35da/default.aspx>

Windows Live SkyDrive

<http://explore.live.com/windows-live-skydrive>

Bing

<http://www.microsoft.com/education/teachers/guides/bing.aspx>