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# Introduction

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You have been given a task. Perhaps it is to plan a fiesta for your grade five class or to organise the grade three assembly schedule. You might have been asked to create a thematic unit based on World War II or one that creates a detailed study of the country your class is studying. You want your students to understand that different characters in a book share certain characteristics or that there is a relationship between cause and effect of different themes within a story. You would like your students to understand the relationship of different elements or sort items by shared attributes. Your students need a vehicle to explain how they have solved a maths problem. You want to help your students learn how to organise their thoughts, whether it be through note taking, planning a presentation or preparing to write a narrative. You need to be able to jump-start the thought process so that both you and your students can get focused and begin your work. You need to be inspired!

*Inspiration* is the software program that will help you do all of the above. It is a tool for planning and organising your ideas. This visual learning tool assists the user in easily changing ideas, concepts, and the results of brainstorming sessions into graphic organisers and outlines. Teachers can use *Inspiration* as a tool for organising note taking, planning thematic units, multi-curricular activities and student worksheets. Students will find *Inspiration* useful as a tool to record the information they have learnt through research, as well as in planning projects, taking notes in class, and as a means of assessing what they have learnt. *Inspiration* inspires both teacher and student. This software program enables the computer to become a tool that leads to increased productivity by all who use it.

# Creating a Diagram

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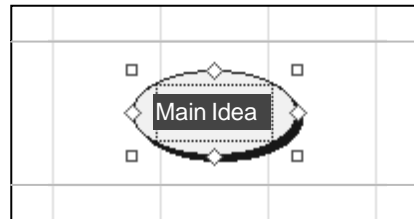
In order to illustrate the functions of *Inspiration*, you will be creating several different diagrams. You will use these projects to learn and practise several skills, so be sure to save your work each time you finish a section.

## Main Idea (My Favourites Project)

You will now create a diagram outlining your favourite things. We will call this project 'My Favourites'.

**Note:** If you choose to stop at a section and come back at a later time, you will need to open your 'My Favourites' document before continuing the tutorial.

When you begin to use *Inspiration*, the screen opens with a symbol on it. This is the main idea of your diagram. It is the main topic, or focus question that you will be addressing. Fortunately, you do not have to keep the words 'main idea' in your diagram. In fact, changing them will be the first thing that we will do. Notice that the words 'Main Idea' are already highlighted. This means that whatever you type will automatically replace the words that are currently there.



- Type 'My Favourites' in the highlighted area.
- Press the Shift and Return keys (Windows: Shift + Enter) at the same time.

Doing this lets the computer know to place the text that you have typed into this symbol. The text will remain in the symbol even after you have moved to another position. The small red squares and diamonds indicate that this symbol is selected. It is the current symbol with which you are working.