

Native American Proverb

“Tell me and I will forget, show me and I may not remember, involve me and I will understand”

Learning through participation with the OpenOffice.org Community

[WWW.theINGOTs.org](http://WWW.theINGOTs.org)

# So you want to start a FLOSS business?

You have no funds so it has to be:

Something that requires no start up investment

Something that has low operating costs

Something that is in an area where you have contacts

Something in an area you have any necessary expertise

Something that does not require selling software licenses

Ideally something with global potential

# Supporting the community

Desirable characteristics of our new business

It has to be financially viable and self-sustaining

It needs to lower the barriers to entry for FLOSS

Educate more people about FLOSS principles

Teach young people how to take part in the community

Generate useful resources for the community

Generate income to fund development



theINGOTs.org

# The Bronze INGOT

Entry level certification suitable for complete beginners whether 7 or 70.

Low barrier to entry to promote inclusion

Reward after relatively short period to encourage further participation.

No spreadsheets to ensure mathematical attainment is not at this point a limiting factor.

# Bronze INGOT

## Word processing

I use the SHIFT key and Caps Lock appropriately.

## Guidance on interpreting the criterion

Its quite common for beginners to use the caps lock to switch between upper and lower case for, say, the start of a sentence. Ensure that they use two hands holding down the shift key and pressing and releasing the appropriate key to type a capital letter. The Caps Lock should be used rarely, only when there is some extensive text, all in capitals.

# General Knowledge

I know that some programs are free to be copied and distributed while others have copyright that limits distribution

The general knowledge section could be difficult for young children or those with special needs. Its sufficient for the Bronze to have discussed the criteria and at least awakened some understanding that there are issues associated with the criteria assessed. Don't withhold a certificate from a pupil who has demonstrated all the practical skills but after some genuine efforts has difficulties with the general knowledge. There is plenty of time to develop this with the Silver later but we do want to make a start.

# Silver INGOT

The Silver INGOT builds on the Bronze and has been designed to be compatible with the UK KS3 National ICT Strategy. In fact this is reasonably generic and so it should not cause any international problems.

The main difference in structure compared to the Bronze is the tasks section

3 Tasks are required:

A community task

Building a 5 page web site

Preparing an office circular.

# Community Task

The community task requires the candidate to download a CD-ROM image and burn a CD-ROM for the benefit of others.

The reasoning here is to teach the pupils how to obtain useful and free software resources from the Internet and to motivate them by making their activity practically useful to others.

<http://distribution.openoffice.org/cdrom>

The address above is a mirror site for obtaining the OpenOffice.org ISO image. When burnt to a CD-ROM, the CD-ROM is then an installation disc for the OpenOffice.org software.

Candidates should burn a disc and give it to someone who needs the software but can't easily get it.

# Community Task

There is good quality “Official” art work for OpenOffice.org

Distribution discs at

<http://www.ooodocs.org/graphics/logos/>

Various useful resources at

<http://ooextras.sourceforge.net/downloads/english/>

If candidates have no suitable recipient for the disc they burn they can send them to the OO.o education project for distribution to developing countries who have no broadband access to the Internet.

## **Real cost of software to most of the world**

The price of Windows XP together with Office XP, is US\$560 in the U.S. This is over 2.5 months average income in South Africa, over 16 months in Vietnam and a massive 71 months in Ethiopia. This is the equivalent of charging a single-user licence fee in the USA of \$200,000!

We can make a significant difference to these people by simply sending them installation discs for OpenOffice.org. They have some computers donated but no broadband and mostly none of the software is legally transferable with a donated machine.

Involving children in International Citizenship

# Designing the Office Web Site

This is simply a matter of designing a web site with 5 linked pages

This should be done with a recognised web program such as Mozilla Composer or the HTML editor in OpenOffice.org

The web site should be tested with 3 different web browsers to be reasonably sure it conforms to open standards.

# Designing an office circular

This is a simple DTP exercise

It can be carried out in any page layout software

The candidates own designs should be used rather than reliance on Wizards, Druids and pre-defined templates. Children learn by designing not copying other people's work.

# The Gold INGOT

The Gold INGOT follows on from the Bronze and Silver as far as software skills are concerned

The Gold INGOT takes the community service element much further and requires 25 hours of work on an aspect of the OpenOffice.org project.

This should be useful to the project and suit the interests of the candidate.

Complexity is less important than the contribution being useful

# Examples of OpenOffice.org coursework

Raise money and burn many more CD-ROMs for distribution.

Help on the OpenOffice.org users list

Provide support for users locally

Provide some teaching materials for an aspect of the curriculum in OpenOffice.org Impress

Provide clip art on a subject theme eg science apparatus

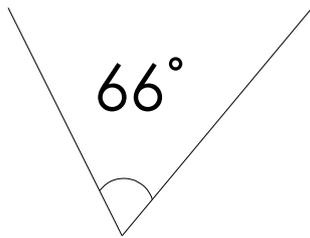
Contribute artwork for the OpenOffice.org web site

Design additional templates

**Here is an example of how pupils might make a contribution**

# Measuring Angles

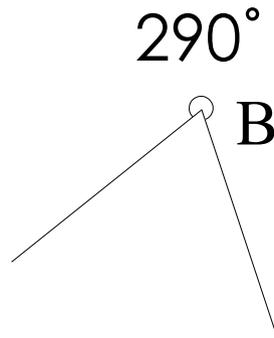
Estimate the size of these angles and decide whether they are:



A

Acute

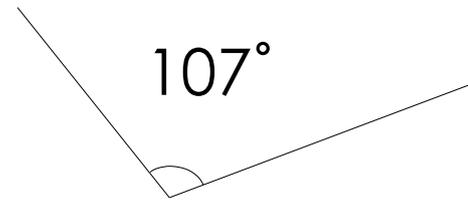
Angle  $< 90^\circ$



B

Reflex

Angle  $> 180^\circ$



C

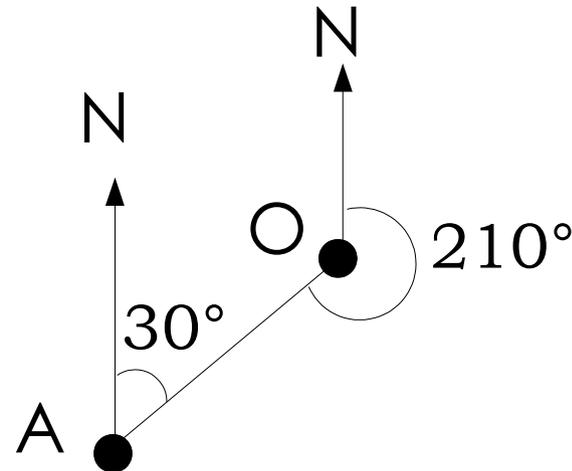
Obtuse

$90^\circ < \text{Angle} < 180^\circ$

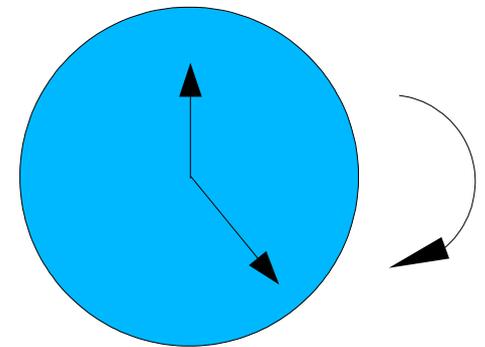
# Bearings

You need to know that the bearing of a point A from an observer O is the angle between the line OA and the North line through O, measured in a clockwise direction.

In the diagram the bearing of A from O is  $210^\circ$ . The three-figure bearing of O from A is  $030^\circ$ .



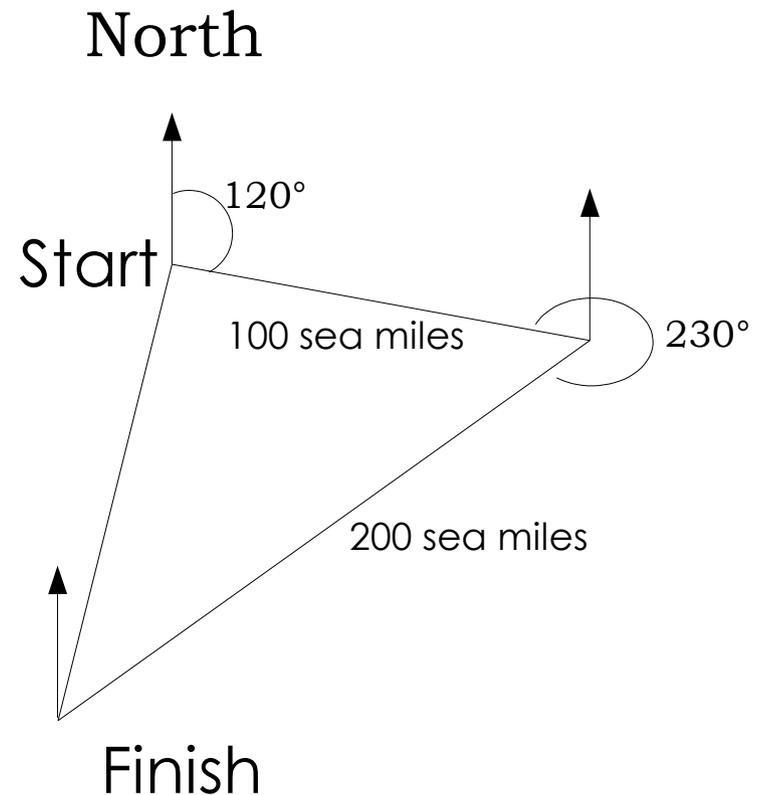
Clockwise – the direction that the hands move on a clock



# Bearings Continued

A ship travels on a bearing of  $120^\circ$  for 100 sea miles, then on a bearing of  $230^\circ$  for a further 200 sea miles. Represent this with a scale drawing. What is the ship's distance and bearing from the starting point?

Estimate the distance first.  
Is it bigger than 100 sm?  
Is it less than 200 sm?



# Supporting pupils' course work

Help can be obtained by subscribing to the OpenOffice.org education list

Send a blank E-mail to :  
[educ-subscribe@marketing.openoffice.org](mailto:educ-subscribe@marketing.openoffice.org)

You will get a return asking for confirmation. Send this back then mail the list introducing yourself and ask a question.

Others will reply and tell you where to find the things you need.

# INGOT Academies

INGOT Academies are schools or organisations that have an organisation wide interest in INGOT certification

INGOT Academies enjoy a greater degree of autonomy than schools with individual assessors.

INGOT Academies will provide assessment training for assessors in local schools, and will be able to award an unlimited number of certificates within the domain in which they operate.

INGOT Academies will be centres of excellence for the INGOTs.org programme and will be recognised at 4 levels.

**Bronze, Silver, Gold and Platinum**

# **Bronze Academy**

Has at least one Bronze Assessor trainer who is authorised to give assessor status to suitably capable colleagues

Can issue certificates at Bronze level to as many pupils as they judge to match the criteria

Can provide certification to up to 5 other local schools

# **Silver Academy**

Has at least one Silver Assessor Trainer who is authorised to give assessor status to suitably capable colleagues.

Can issue certificates up to Silver level to as many pupils as they judge to match the criteria in their own and up to 5 neighbouring schools.

# **Gold Academy**

Has at least one Gold Assessor Trainer who is authorised to give assessor status to suitably capable colleagues.

Can issue certificates up to Gold level to as many pupils and staff as they judge to match the criteria in their own and up to 5 neighbouring schools.

# Platinum Academy

Has at least one Platinum Assessor Trainer who is authorised to give assessor status to suitably capable colleagues.

Can issue certificates up to Platinum level to as many pupils and staff as they judge to match the criteria

Criteria currently being developed with  
Birmingham University Computer Science Department

# Costs

In order to ensure that there is sufficient financial liquidity to make theINGOTs.org a viable business, the following fees are levied in the UK. They can be adjusted to fit the local economy.

Bronze Academy £1 per pupil on roll per year. Covers all certification and all assessor fees for the school and its recognised community partners.

Silver Academy £1-50 per pupil on roll per year.

Gold Academy £2-00 per pupil on roll per year

Platinum Academy £2-50 per pupil on roll per year

# **Primary School Academies**

Primary schools can operate as academies in the same way as secondary

Due to demand from primary schools we have developed an Infants INGOT for 5-7 year olds.

# Infant

## INGOT

### General knowledge

*Student Name:*

*Assessor:*

*Assessor number*

*Using the keyboard*

*Using computer programs*

*Working with others*

I can name the parts of the computer	I look after the keyboard by making sure my hands are clean before using it	I can use the mouse to choose a program	I can ask for help when I need it
I know that computers cost quite a lot of money and that we need to look after them	I can type the numbers from 1 to 10 using the number keypad	I have used three different programs to learn new things	I can help others when they need it
I know that the three most important colours for the pictures on a computer screen are Red, Green and Blue	I can type my name and the days of the week	I can describe a program that I have used and say what I did with it	I am patient and wait my turn when the teacher is helping someone else
I know information can be sent from one computer to another by cable and by wireless.	I can use the SHIFT key to get special characters such as ! And £	I can draw shapes using a drawing program	I share the computer with other children in the class.
	I can use the delete key to get rid of mistakes	I can fill my shapes with different colours	I can work quietly and not disturb other people.
	I can type sentences and use the Shift key to put a capital letter at the start and the full stop key to get a full stop at the end.	I can move shapes with the mouse to make up a picture	
	I can name the main keys on the keyboard	I can use "Zoom " to make my shapes look bigger and smaller	
	I can, with help, spell check my work and change badly spelled words for the correct word.	I can copy a shape and make a pattern by copying and pasting.	
	I can count the number of keys on the keyboard.	I can put a few shapes into order of the the number of sides	
<b>OTTO Says You can do it!</b>	I can move the cursor to where I want it using the arrow keys and the mouse	I can put different shapes into order of their area	

# International Academies

To provide a good quality service, we need to commit people to support the scheme on a regular basis all over the world. We need people in countries to work in partnership with us by setting up and managing their own Academies. These will need to generate an income for visits to check standards in schools and to support assessors and candidates in using the OpenOffice.org mailing lists and web site.

We will need to further develop the web site and respond to suggestions from Academies and individual assessors' suggestions for improvements.

We will put money into development of “free” resources to support teaching and learning downloadable from the web site with guidance from the Academies.

# How will money be used?

We will coordinate improve and make available useful resources developed by pupils and schools for the benefit of all – remember the FLOSS maxim – give a brick get a house!

We will run competitions for schools with worthwhile prizes. Two pupils from Farnborough Technology College were recently presented with MP3 players as prizes for being the first to achieve the Gold INGOT

We will support understanding of the current state of play in the technological world by providing positive incentives for young people to participate.

## Useful web sites

[www.theINGOTs.org](http://www.theINGOTs.org)

Main site for the INGOT scheme

[www.OpenOffice.org](http://www.OpenOffice.org)

Main site for OpenOffice.org

[www.schoolforge.org.uk](http://www.schoolforge.org.uk)

Schoolforge website

[www.affs.org.uk](http://www.affs.org.uk)

Association for free software website

Website for The Learning Machine

[www.thelearningmachine.co.uk](http://www.thelearningmachine.co.uk)

Subscribe to the OpenOffice.org education mailing list

[educ-subscribe@marketing.openoffice.org](mailto:educ-subscribe@marketing.openoffice.org)