## II. Toolbox for students

## Introduction

Dear Students,

This is your own toolbox. On the following pages you will find a number of tools that can help you in school or at home. What is a tool? You all know that a hammer, a screwdriver and a pair of scissors are tools. In learning, a tool is a method to help you learn better. So, when you know how to search for information or how to present information or how to prepare a presentation, then you are better prepared for life.

Your teacher will explain to you when and how to use which tool. But you can also look through the tools on your own whenever you think it is necessary.

The tools can help you with different things, such as:

- how to search for and collect information;
- how to sort your information;
- how to produce creative work;
- how to present your work;
- how to work with other students.

Each tool starts on a separate page. You can read it on your own or together with a colleague.

You might already be familiar with some of the tools. Some of the tools might be new and helpful for you.

We hope that you enjoy the work and that you have a lot of fun when using tools from the toolbox!

## **Table of contents**

- 1. Researching in libraries
- 2. Researching on the Internet
- 3. Carrying out interviews and surveys
- 4. Interpreting images
- 5. Mind maps
- 6. Creating posters
- 7. Holding exhibitions
- 8. Planning and giving presentations
- 9. Preparing overhead transparencies or a PowerPoint presentation
- 10. Writing newspaper articles
- 11. Putting on performances
- 12. Holding debates