**Lesson 5 - Suggested Lesson Guide**

*Updated 7-2025*

| **Duration** | **Content** | **Notes** |
| --- | --- | --- |
| 2 min. | Welcome | Provide a general welcome and an overview of the goals of the session. |
| 5 min. | Review | Have the participants turn on their devices and get ready for the session. Ask if any questions arose since the last session. |
| 50 min. | Internet Use | How have you wanted to use the Internet? For banking, telemedicine, selling things, research, streaming videos or music? Spend some time researching and looking at some of these areas.  - Keep in mind safety, bias, etc. in keeping your information private and safe.  - Provide them time to use the various [Internet Resources](https://tinyurl.com/int-resources) and explore.  - Apply for a Columbus Metropolitan Library Card Online - Walk participants through the library card application process if they do not already have an account. If eligible, students will be sent a digital library card number via email after submitting an application. With their library card information, students can then access the following materials.  - Access Free Workforce Development Resources With Your Library Card (Professional-focus)  - Access Free Resources Using Your Library Card - (Personal-focus)  Note: Library resources are suggested in this section due to their broad accessibility. DSH partners may insert their own services as an alternative or addition. |
| 5-10 min. | Break |  |
| 30 min. | Chrome Extensions and Advanced Chrome | - How to discover apps in the [Chrome Web Store](https://www.youtube.com/watch?v=Eo6P_QUD5to)  - Go through slides  - Have them go in Web Store and [Resources](https://drive.google.com/file/d/1RK4fxjgVrT2rj3J8iR4TGbxd2k7XcWcU/view?usp=drive_link) |
| 20 min. | More Google… | Expand upon searching with Google - e.g., images, translate, maps, etc.  - Go over the ones in the slides  - Invite participants to explore the various apps or demo the provided Google Translate and Maps activities.   * [Alternate Activities](http://tinyurl.com/more-googleapps) - Translate songs and images or create a map   -Use Google Translate to Translate a Website  -Plan a Trip on Google Maps - walk participants through using Google Maps and then allow them to practice with the provided prompt or by entering in a location they will visit in the future.  Note: If participants do not own smartphones, they can still plan a trip using Google Maps on their desktop computer or tablet. |
| 20 min. | Showcase Presentation | Think further about what you would like to showcase. It does not have to be formal. It could be something as simple as you learned how to do telemedicine. Think about your questions:  \* What are you going to share?  \* How are you going to share it? (e.g., Google Slides, Internet Resources, etc.)  \* What will you show and the steps?  \* What do you still need to learn in order to share? |
| 5 min. | 5 min. | Wrap-up |
| **2 hrs. 20 min.** | **Total Time** |  |

*\*Longer if including optional tutorials or activities*