

## *DOCUMENTS TO GO*

### *NEW TECHNOLOGIES PAPER*

Your assignment is to conduct research to find five new technologies that have been out during the last couple of years or will be coming out in the near future. Examples include technology for a medical advancement, computer or peripheral such as iPod, computer game, software, technology advancement for a car, etc. Once you have found the required information that is listed below, you will need to write a paper in report/essay format using only your Palm and keyboard.

You will need to find and record the following information for your technologies.

- Name of product or new technology
- Company who invented or is selling
- Category—game, music, spreadsheet, handheld, etc.
- Cost to produce or buy
- How long the product has been out or how soon it will be available for use
- Brief description of what it will do or is used for
- If the product is a new feature to enhance the use of another product, provide the name of the product and what format it will work with if necessary
- A brief summary of a “review” of the product in a magazine, newspaper, critic, etc.
- Site your sources

You might start with sites that are technology-oriented such as [ibm.com](http://ibm.com), [apple.com](http://apple.com), etc. and see what new products they have coming out. Then you might want to do a keyword search for “new technologies.” Magazines are also available that provide information on new technologies: Popular Science, PC World, BusinessWeek, etc.

Once you have found your information or as you are finding it, you are to type the information into the Docs to Go on your Palm. Occasionally, you will need to hot sync the information into your computer. Keep your Palm charged so you do not lose your paper.

When you hot sync the document to Documents to Go from your Palm, the information will be saved as a Word document. Open the report and format the report for correct report/essay formatting. Print and hand in the report with the rubrics.

Use the rubrics on the back to assess your information/report.

Grading will be based on criteria and correct procedure used to complete that criteria according to the handout.

Criteria Assessed	Excellent 10-8	Acceptable 7-5	Needs Improvement 4-0	Notes
<b>Five New Technologies</b>	Conducted a search to find five new technologies.	Conducted a search but only have 3-4.	Conducted a search, but have 0-2.	
<b>Company/ Platform or Medium</b>	Named the company for each product that produced or is selling the product/technology and what computer platform or medium it will be used in/with.	Named a company for 3-4 products or only 3-4 of the platform/medium for which it will be used.	Named a company for 0-2 products or only 1-2 of the platform/medium for which it will be used.	
<b>Description</b>	Provided a brief description of what the product will do or is.	Provided a description for 3-4 technologies or was too vague.	No description or for only 1-2 technologies.	
<b>Cost to produce or sell/buy</b>	Provided the cost of the item (for all five) to produce or sell or showed me that it was not given.	Provided the cost of only 3-4 new technologies.	Provided the cost of 0-2 technologies.	
<b>Timeline</b>	How long the product has been on the market or how soon product will be available.	Provided a timeline for 3-4 new technologies.	Did not provide a timeline or for only 1-2 technologies.	
<b>Review</b>	Provided a quote from a review or critique of the product from an individual, magazine, etc.	Provided a review for 3-4 of the technologies.	Did not provide a review or only for 1-2 technologies.	
<b>Documents to Go</b>	Was able to use and transfer the information from the Documents to Go software to the Palms and back.	Had difficulty using the Docs to Go software and/or the Palm.	Typed the entire document in Word or had major problems using Docs to Go.	
<b>Format</b>	Formatted the document in Word for final copy and printed your paper.	Finished and printed in Word, but lacked appropriate formatting.	Had some major problem in finishing, formatting, etc.	
<b>Site Sources</b>	Sited the sources from which the new technologies were found.	Sited the sources, but information was incomplete.	Did not site the sources.	
<b>Classroom Conduct</b>	Stayed on task and completed assignment as directed.	Had a little difficult staying focused to work on assignment.	Constantly reminded to complete assignment as directed.	

Name \_\_\_\_\_

Grade \_\_\_\_\_