



## *learning support tools*

**Learning Support Tools** provide additional support to kids as they work on challenges in the *Learn* project.



*Learning Support Tools* are also our printables. If you prefer printed material, we recommend you print *Learning Support Tools*, instead of the *Learn* project slides.

**UNBOXED** PREPARED  
PARENTS

# The Book of Time: Learning Support Tools



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## Planning and Introduction

Before you dive into the project's challenges, the introductory slides offer a brief look at **what** you'll do to complete the project and **how** and **when** you'll do these things, along with some inspiration to help you find your **why**. The tools below provide support for these introductory steps.

### Materials List

#### What else do you need to complete the project?

The steps in the project assume you have ready access to the Internet and basic materials, like pencils and paper. The optional materials listed on the right may be useful, depending on your interest and chosen product.

#### Required

- Paper
- Pen/pencil
- Internet access
- Device for research and recording audio
- Application for recording audio
- Audacity (free audio editing application)

#### Optional

- Headphones with microphone (recommended)
- Dedicated notebook
- Sticky notes
- Markers



Name \_\_\_\_\_ Date \_\_\_\_\_

## Explore the Essential Question

Use this tool to record your thoughts and feelings as you consider the essential question.

### The Essential Question:

How can each of our individual stories impact our collective understanding of history, our world, and ourselves?

- 1 Have you ever heard an individual person's story that made you change your thinking about something? What was the most memorable instance of this?

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- 2 Use this table to record specific examples of powerful stories from individual people. Consider exploring the Storycorps.org archive for thousands of wonderful examples.

Story or Person	Why was it powerful?

Name \_\_\_\_\_ Date \_\_\_\_\_

## Plan Your Project Milestones

Use this tool to plan completion dates for each step in the **Think Globally Project**.

Activity	Estimated Time	Complete By Date
<b>◆ Challenge 1: Identify Your Subject</b>		
<b>Step a:</b> Brainstorm potential subjects	30–60 min.	
<b>Step b:</b> Select a person to interview	20–40 min.	
<b>Step c:</b> Learn more about their history	60 min.	
<b>Step d:</b> Prepare a list of questions	20–40 min.	
<b>◆ Challenge 2: Conduct Your Oral History</b>		
<b>Step a:</b> Set the time, place, and tech	40–60 min.	
<b>Step b:</b> Make sure the space and technology are ready	20–40 min.	
<b>Step c:</b> Conduct and record your oral history	60+ min.	
<b>◆ Challenge 3: Share Your Podcast</b>		
<b>Step a:</b> Download Audacity and import your recording	20–40 min.	
<b>Step b:</b> Edit your interview	2–3 hours	
<b>Step c:</b> Finalize and share	20–30 min.	

Name \_\_\_\_\_ Date \_\_\_\_\_

## Challenge 1, step a: Brainstorm Potential Subjects

**Step 1:** Think about people you know who might have interesting stories to tell. Use the categories in the table below to guide your thinking. Jot down names and notes about potential subjects, or interviewees, in the space provided.

Story Category	People and Notes
Economic turmoil	
Educational experiences	
Fame and fortune	
Family business	
Historical Events	
Immigration or relocation	
Military service	
Natural disasters	
Political or social movements	
Technological innovations	
Travel	

**Step 2:** When you're finished, think more carefully about each name you wrote. Do you wonder how they shaped or were shaped by history? Does one person rise to the top?

Name \_\_\_\_\_

Date \_\_\_\_\_

## Challenge 1, step c: Make a List of Potential Questions

Use the 4 steps below to carefully plan questions for your oral history. A worksheet is provided at the end.

- 1** **Think through the larger ideas that you're hoping to discover in your oral history.** What are the events or experiences you most want to know about? Outline the broad areas that you want to cover. Your outline will allow you to plan appropriate questions so you're sure to get the stories you want from your interviewee.

For example:

If you're planning a **whole-life focus**, your outline might include:

- 1. Their Childhood**
  - a. Where they grew up
  - b. What they liked to do
  - c. Holidays traditions
- 2. Their schooling**
  - a. Elementary and high school
  - b. Career training or college
- 3. Work life**
  - a. Early career
  - b. Later career
- 4. Relationships**
  - a. Family
  - b. Romance

If you're planning to focus on a particular **period or event**, your outline might include:

- 1. Before the event**
  - a. Where they were
  - b. What they were doing
  - c. Who they were with
- 2. When the event happened**
  - a. How it happened
  - b. How they felt
- 3. After the event**
  - a. How they recovered
  - b. How things changed

## Make a List of Potential Questions (con't)

### 2 Think of questions to ask within each of these areas.

Think about what you know already about your subject as you write these questions.

There are a few things to remember as you write your questions.

- Consider your phrasing: the way you word things will affect the answers you get.
- Ask questions that require more than a one-word answer. Instead of "Did you enjoy school?" ask "Can you tell me about what school was like for you?"
- Try to start questions with, "What did you...," "How did you...," "Tell me about...," or "Can you describe...?"
- Ask questions that will bring out longer answers. Sometimes asking "how" something happened, rather than "why" will get someone talking. For example, "How did you end up joining the army?" might get more interesting details than asking "Why did you join the army?"
- Questions should be simple and ask one thing at a time.

### 3 Think about the order of questions for the interview.

The outline you've written may not be the best order. Think carefully about what should come first. What follows naturally after that?

Try to write the last question so it wraps things up, and so the subject leaves the interview feeling content and happy they spoke with you.

Adapted from the Minnesota Historical Society "Oral History Project Guidelines" and *Oral History for the Local Historical Society*, by Willa K. Baum, 1974.

## Make a List of Potential Questions (con't)

Use the outline below or a separate sheet of paper to plan questions for your oral history interview. Be sure to do this in pencil! You may decide to change the order of questions after you've written them.

### Section 1: \_\_\_\_\_

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\_\_\_\_\_

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\_\_\_\_\_

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\_\_\_\_\_

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\_\_\_\_\_

### Section 2: \_\_\_\_\_

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### Section 3: \_\_\_\_\_

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### Section 4: \_\_\_\_\_

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\_\_\_\_\_

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\_\_\_\_\_

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\_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

### Challenge 3: Share Your Podcast Prepare for Your Celebration

Use this tool to record your reflections on this month's learning experiences.

**What have you learned** this month by doing **The Book of Time** project?

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**What was the biggest challenge** you ran into during your project?

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**What strategies** did you use to overcome the challenge?

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What did you learn about how **individual stories impact our collective understanding of history, our world, and ourselves?**

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What did you learn about **yourself** through this process?

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