



Map and Graph Skills Handbook

Using Globes	SSH1
Using Maps	SSH1
Using Information	SSH2



Writing Workshop

Keys to Good Writing	SSH4
Writing Genres	SSH5
Using the Library Media Center	SSH6
Using the Internet	SSH7



Using Primary and Secondary Sources

Primary Sources	SSH8
Secondary Sources	SSH9
Compare Primary and Secondary Sources	SSH10



Map and Graph Skills Handbook

Using Globes

Vocabulary

geography
globe
equator
latitude
longitude
legend
symbol
scale
compass rose
bar graph
flow chart


Geography is the study of land, water, and people on Earth. A **globe** is a round model of Earth. Look at these lines on the globe.

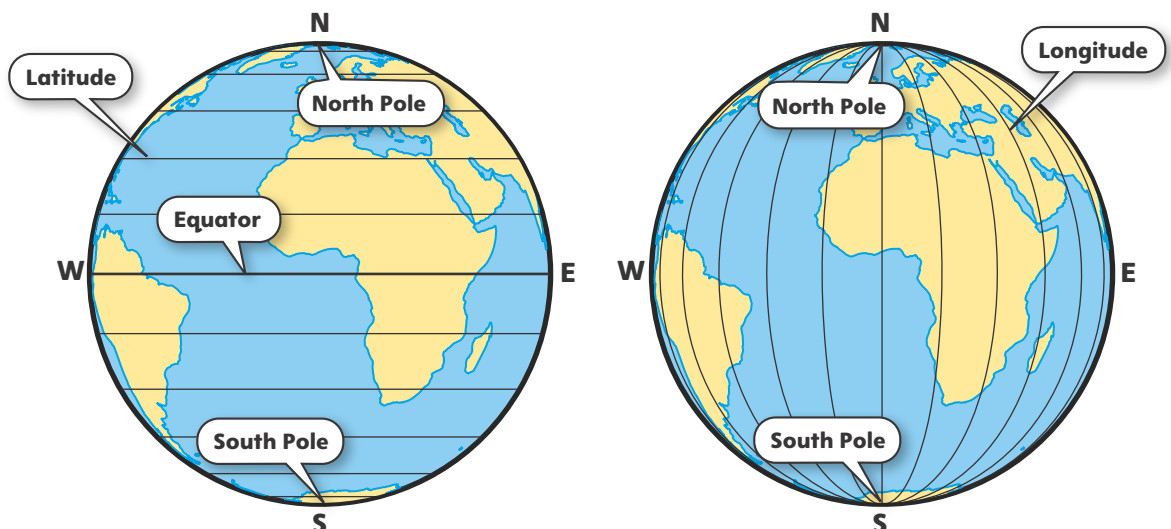
Equator: an imaginary line dividing Earth in half between the North Pole and the South Pole.

Latitude: imaginary lines that run east and west.

Longitude: imaginary lines that run north to south.

Latitude and longitude lines are used to find absolute location.

1.  **Reading Check** Find the equator and latitude and longitude lines. Run your finger along one line and ask your partner to name the line.



Using Maps

You can use a map to look closely at places, landforms, or bodies of water. Look for the following features on the map of Illinois.


Title: tells what the map shows and may show a date.

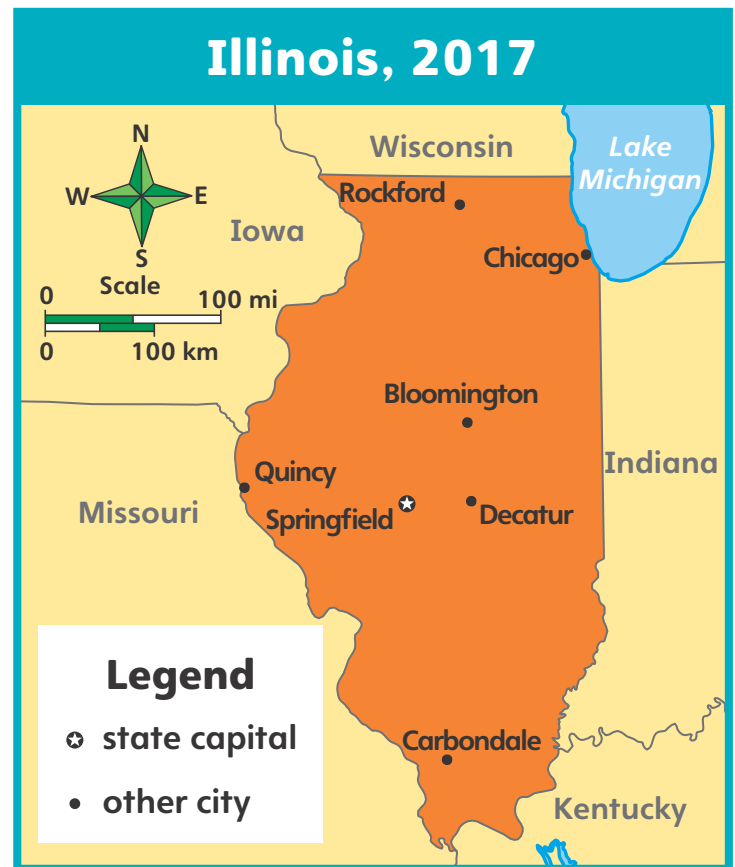
Map key, or legend: identifies symbols on the map.

Symbol: a marking that stands for something else.

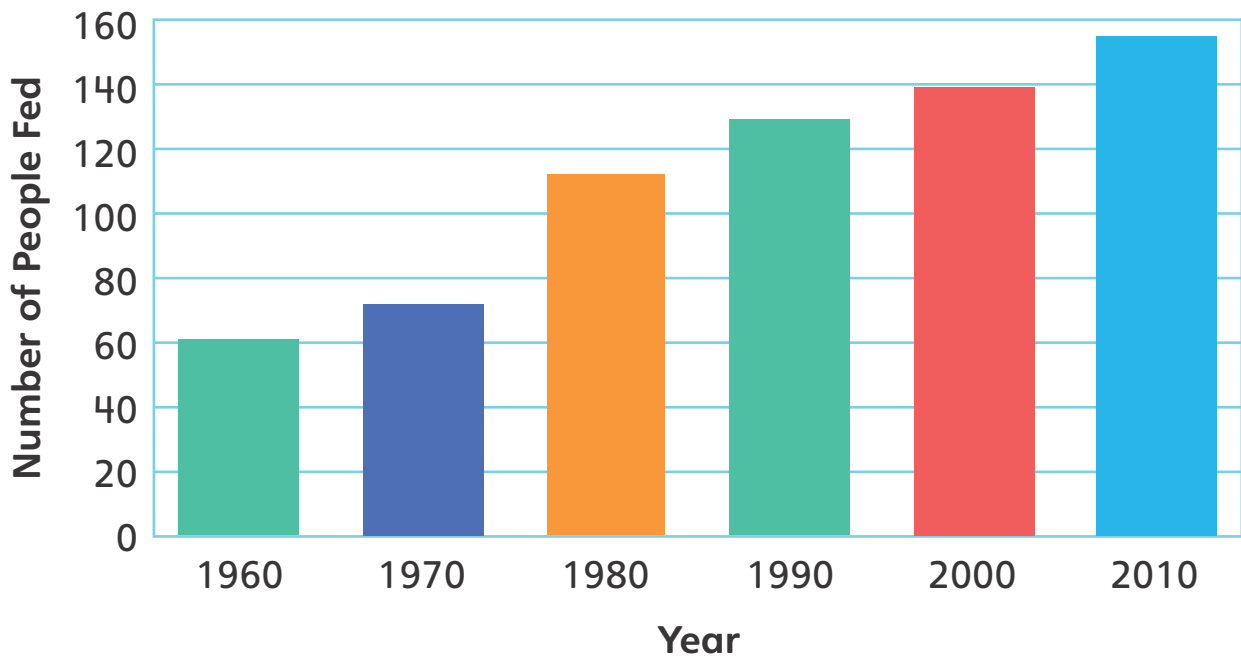
Scale: shows distance so you can see how far apart locations are.

Compass rose: shows directions using letters to stand for north, south, east, and west.

2.  **Reading Check** **Underline** the date in the map's title. **Circle** the capital of Illinois. **Write** what direction you would mainly travel from Rockford to Bloomington.




Number of People Fed Yearly by One American Farmer



Source: American Farm Bureau Federation

Using Information

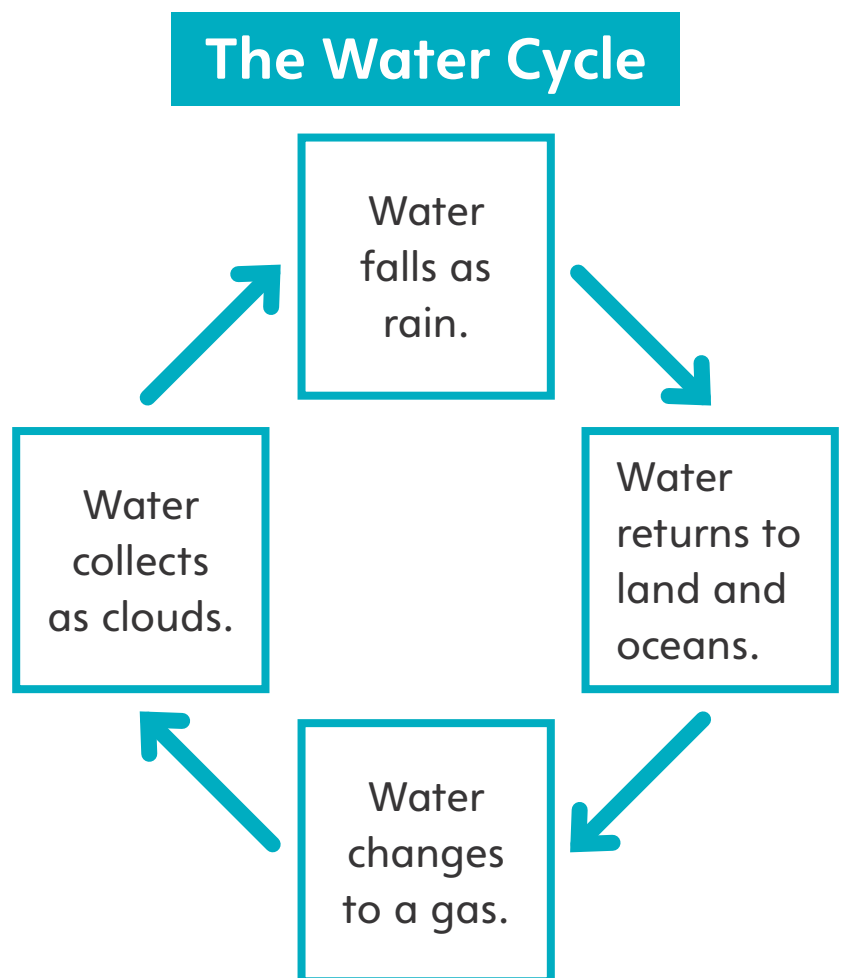
A **bar graph** uses bars to show information over time. Look at the title to find what it shows. Look at the side and bottom labels to find what information is included. Find 1980. Move your finger up the bar. It tells you that during 1980 about 110 people were fed by one farmer's crops.

3.  **Reading Check** On the bar graph, **circle** the number of people fed by one farmer in 1960. **Underline** the year in which about 155 people were fed by one farmer.

The bar graph showed that the number of people fed by one farmer's crops has increased over the years. None of these crops could have grown without water or the water cycle. The water cycle is the process that reuses water. The water we have on Earth today is the same water that has been on Earth since it began.

You can follow the water cycle using a flow chart. A **flow chart** is a drawing that shows the sequence of how something works or how to do something. Notice the arrows in this flow chart. They keep going because the water cycle never stops.

4. **✓ Reading Check**
On the flow chart, **circle** what happens after water falls as rain. **Underline** what happens after water collects as clouds. Talk with a partner about what the arrows tell about the water cycle.





Writing Workshop

Keys to Good Writing

Good writers choose a topic. They research their topic and take notes. Then they follow steps when they write. Here are five steps that will help you become a good writer!



Prewrite

Plan your writing.

Draft

Write your first draft.

Revise

Read and make your writing better.

Edit

Check your writing for spelling and grammar. Write a final draft.

Publish

Publish your writing to share with others.



Writing Genres

Opinion

An opinion is how you think or feel about a topic. Give reasons that explain your opinion. Also include facts from research that support your reasons.

Informative/Explanatory

Explain or describe a topic you know about or have researched. Start by writing the most important ideas. Also give supporting facts and details. You can add pictures and diagrams, too.

Narrative

Write a story to tell about an event or events. Put events in the order they happened. Also give details to describe actions, feelings, and thoughts.

1.  **Reading Check** Turn and talk to a partner.
What could be a topic for each kind of writing?






Using the Library Media Center

How do you research information to use in your writing? Start in the library media center. There are materials and books on many topics. Learn how they are organized so you can quickly find things. The librarian will also help you find what you need.

Look for more than one resource on the topic you are writing about. You may find books and magazines that have information. Be sure to note which resources you use. Using the library media center is an important tool in finding information to help you write.

2.  **Reading Check** How can the library media center help you find information to use in your writing?

3.  **Reading Check** What are topics that you would like to research?

Using the Internet

The Internet is another way to find information.

- Choose key words that will help you find information on your topic.
- Ask the librarian or your teacher to help you find Web sites that have the proper information.
- Write the names of the sites you use. Make complete notes on the information.

Be Safe on the Internet

Some Web sites may be harmful.

- Watch out for computer viruses.
- Ask an adult to check the Web sites you find.
- Do not reply if a stranger contacts you. Tell an adult.
- Never give anyone on the Internet
 - your full name
 - your address
 - your phone number
 - your birthday





Using Primary and Secondary Sources

Vocabulary

primary source
journal
artifact
architecture
secondary source
biography
autobiography
historian

Primary Sources

Sources help us learn about people, places, and events from the past. A **primary source** is made or written by someone who saw or experienced an event. An eyewitness account is a primary source.

There are many other kinds of primary sources. A diary, or **journal**, is a daily record of thoughts and events in a person's life. Historical documents, or papers, can also tell about life in the past. These include letters and government records. An **artifact** is an object made and used by people. Maps, photographs, and artwork show us what people and places looked like in the past.

Architecture is also a primary source. Architecture means how buildings are designed. It can tell us about the people who use the buildings.



The U.S. Constitution is an important historical document. It is a primary source.

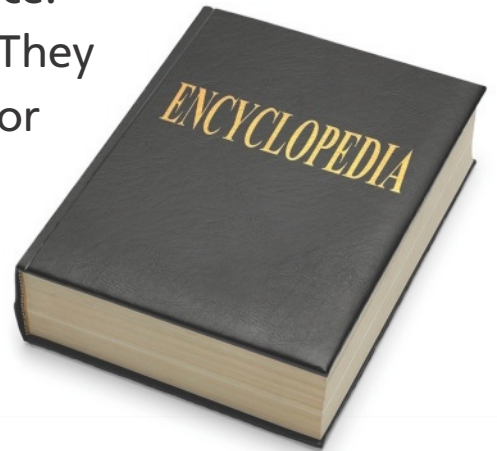
1. **✓ Reading Check** **Main Ideas and Details** **Underline** three sources you can use to learn about the past.


Secondary Sources

Secondary sources teach us about the past, too. A **secondary source** is written or made by someone who did not see an event happen. Your textbook is a secondary source. Encyclopedias are also secondary sources. They collect information about a person, place, or event from other sources.

A book about a person's life written by someone else is called a **biography**. Biographies are secondary sources. An **autobiography** is a primary source. It is written by the person it is about.

A **historian** is someone who studies and writes about history. Historians use primary and secondary sources to learn about the past. Books and articles that historians write are secondary sources.




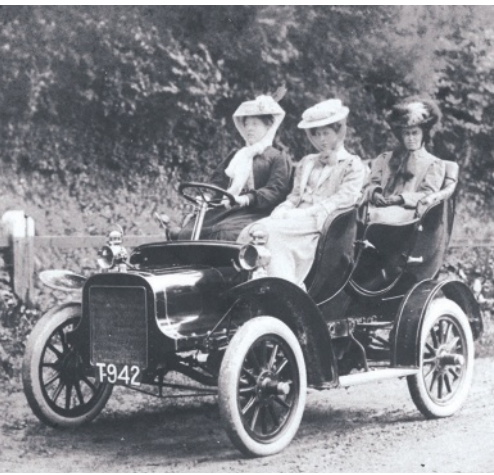
2.  **Reading Check** **Underline the secondary sources. Tell a partner one question a biography about Abraham Lincoln could answer.**

Many encyclopedias are on the Internet now.

Compare Primary and Secondary Sources

We can learn who, what, where, when, and how from primary and secondary sources. We can ask questions about sources to help us learn.


3.  **Reading Check** Look at this photograph from the past. Write one question you have about the photograph.

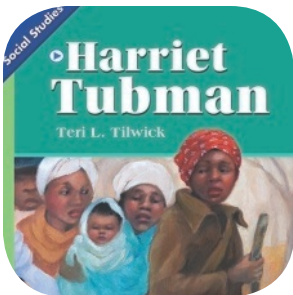




To tell if a source is primary or secondary, ask this question: “Was the person there when the event happened?” If the person was there, the source is primary. Suppose you give a report on cars from a century, or 100 years, ago. Your report is a secondary source because you did not see or drive those cars. You did not live during that time.

An interview is another type of primary source. When a news reporter interviews the president, that interview is a primary source. Oral history, a recorded interview with someone from the past, helps us learn about history.

4.  **Reading Check** Look at each source. Write a “P” below each primary source. Write an “S” below each secondary source.



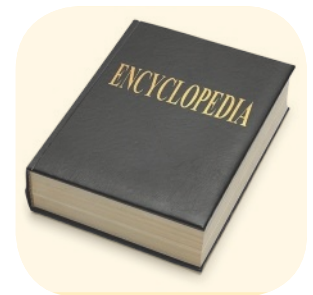
biography of
Harriet Tubman



castle
architecture



photo of Jackie
Robinson



encyclopedia
