



ArchiTrunk: An Alabama History Teaching Kit

How to Use This Kit

The key to using this teaching kit is familiarity with the materials. This kit has been developed in such a way that it will be very easy to use. All of the activities are self-explanatory. With that in mind, here is a step-by-step process for how to use this kit.

- 1.) **Locate Inventory** - Upon receiving the kit locate the inventory and item condition check sheet, and check off each item and its condition. It is important to note, when you receive the kit, if an item is missing, or is damaged. Otherwise, you will be charged.
- 2.) **Preview Materials** - Look over the notebook and the activities to decide which ones you will use, and specifically how you will utilize the trunk. Preview all videos, and pre-read any of the books that you will be utilizing during the time that you have the kit. Remember, familiarity with the items will optimize the use of this kit.
- 3.) **Share Kit with Students** - By following the lesson plans and related activities, your students will explore the Indian culture while fulfilling the Alabama Course of Study standards.
- 4.) **Evaluate** - After using the kit, please take the time to fill out an evaluation sheet, to let us know if the kit was effective, and how we can improve it.
- 5.) **Re-pack the Trunk** - Carefully re-pack the kit into the same condition in which it arrived. Please make sure to check off each item and its condition as it goes back into the trunk.
- 6.) **Return** - Ship back to the Department of Archives and History at the following address: Alabama Department of Archives and History
Attn: Education Department
624 Washington Ave.
Montgomery, AL 36130-0100

Thank you for using this ArchiTrunk. We hope that it has enhanced your classroom instruction, and we look forward to providing you with more kits in the future.