



PRESENTS



★★ U.S. ★★
Constitution
TUTOR

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U.S. CONSTITUTION TUTOR

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REQUIREMENTS

To operate the enclosed program, you will need an Apple computer with 3.3 DOS, 48K and a disk drive. Place the disk into drive #1 and turn on the computer. There are files on both sides of the disk. The program contains 175 multiple choice questions, of which 50 are on the beginner level, 75 on the intermediate, and 50 advanced. There are seven sections with 25 questions in each.

Choose the section number you desire and follow the screen prompts. The program operates in two modes: I (Instruction) and T (Test). Instruction provides a tutorial, learning experience with comments explaining both correct and incorrect answers. You will learn the reasoning behind a question and why one answer is better than another. Test is equivalent to a regular exam with no help given towards the scored results.

The questions in each section are automatically scrambled each time it is taken. The score will show the correct number answered on the first, second and third try, as well as those incorrectly answered. Retakes are given at the end of the section to reinforce the correct answer.

PURPOSE

This program is a study aid designed for both students and adults. It may be used by students in both Junior and Senior High School in passing the required U.S. Constitution test. It is imperative that a Junior High School student learn both sections of the Beginner and Intermediate levels. For the more advanced student, learning the intermediate three level and the two advanced sections (on side two) will prove stimulating and give the best scores. On the Senior High School level, one should review the beginner levels before going to the intermediate and advanced sections, since each level builds on the knowledge from the last one. Future teachers and citizens will greatly benefit from this approach. Any adult who wants to brush up on his knowledge of American government will find this program very useful and enlightening. An understanding of the questions and answers in the beginner and intermediate levels is adequate for passing a survey exam, but to get the full benefit, one should also include the advanced level and understand the explanations given for the right and wrong answers on all levels.

Myrna Helfand, author of the information used in this package, is a highly skilled professional who has not only helped students prepare for this exam, but has also taught U.S. Constitution courses in the public school system for 12 years. She has a B.A. and an M.A. in U. S. History.

USING THE PROGRAM

This tutorial can be used as a pre-test for the student who has some prior understanding of our constitutional system of law. The best use would be during and after a thorough study, either independently using any of a number of standard texts or workbooks, or in conjunction with a class in American government.

Read each question carefully. Some questions will ask which of the answer choices is correct, while others will ask for the choice that does not apply. To achieve a good score on any test, you must understand what the question is asking.

Set up a schedule, allowing sufficient time to master each section of the test. Start with Beginner 1 in the Test mode to see how much you know. Then switch to the Instruction mode. Don't be concerned with wrong answers, but be sure to read the explanations for the answer choices that are wrong. A great deal of additional information is provided there. Repeat the Instruction mode until you understand why each answer is correct. Then go back and take the test again in the test mode. Your new score should reflect the knowledge you have gained. When you are sure you understand the correct answers on the Beginner 1 section, go back and purposely select each wrong answer for every question. It is best to become familiar with all of the explanations. Because you learn all aspects of that question and receive background information for future questions at higher levels. After you have

completed a section, repeat the same procedure in the next one. It is good practice to go back and check your retention rate by re-testing yourself on an entire level (beginner) before moving to the next one (intermediate).

SUGGESTIONS

1. Keep a copy of the Constitution and a text with background information next to you. Refer to them as often as necessary.
2. Try repeating verbally the correct answer to yourself after finishing each question. This helps in remembering it for the next time. When you take that section again, cover up all five answer choices and try to think of the answer.
3. Take notes on information missed and study those notes after you have completed the section and before you take it again. Notice whether these mistakes tend to be in one area, such as the legislative branch, judicial branch, etc. Then review your text in the area that seems weak before you next retake the test.
4. Devise clues to help you remember items that are difficult to recall. Reminders, such as the initials SAM, meaning Senate approves appointment by a majority vote, or STT, for Senate approves treaties by a 2/3 vote, may help. An example for a procedure to remember amendment numbers is the notation 23:3. This is the shorthand for remembering that the 23rd amendment gave three electoral votes to Washington, D.C.

5. Work when you are alert and able to concentrate. Even something as fun to work on as a computer program can be drudgery when you are tired. Take breaks when you need them. Ten minutes off for a drink can be the best answer choice! When you return and are refreshed, you will think clearly again. There is a lot to remember and think about.

6. If there is any vocabulary that is used in either the questions, answer choices, or explanations that you don't understand, write them down and look them up as soon as possible. Understanding vocabulary is critical to understanding the U.S. Constitution.

7. If the computer tells you that the answer is wrong, use your hand to try to block the explanation that will appear. See if you recall why that is so before checking the screen. You may be surprised to find out how well you may understand your errors upon closer examination. The same method can be used to understand why you were right before you read the screen explanation. If you are working with someone else, both of you may want to discuss your answers before checking with the screen response.

BIBLIOGRAPHY NOTES

Several good sources for information are suggested below. Since they are from the author's personal collection, they may not represent the latest editions of the text. You

may prefer a later edition if one has been published more recently. Most U.S History books also have a good section on the Constitution. Check them using the table of contents, index (under amendment, Senate, etc.) or a date (such as 1789) to find information.

Corwin, Edward S., THE CONSTITUTION AND WHAT IT MEANS TODAY, Princeton: Princeton University Press., Revised.

Corwin, Edward S., and Peltason, J.W., UNDERSTANDING THE CONSTITUTION, New York: Holt, Rhinehart, and Winston.

GREAT LAW OF OUR LAND, Columbus: Charles E. Merrill Publishing Co., 1970.

Jantzen, Steven, THE PRESIDENCY, CONGRESS, AND THE SUPREME COURT, New York: Scholastic Book Services, (also see other books in the series), the Scholastic American Citizenship Program, 1977.

Kottmeyer, William, OUR CONSTITUTION AND WHAT IT MEANS, New York: Mc Graw Hill Book Co., 1975.

Resnick, Miriam Roher and Nerenberg, Lillian Herlich, AMERICAN GOVERNMENT IN ACTION, Columbus: Charles E. Merrill Publishing Co., 1969.

Schmidt, Alex J., OUR FEDERAL AND STATE CONSTITUTION, Island Lake: A.J.S. Publications, Inc.

Shaver, James R., U.S. CONSTITUTION SIMPLIFIED: ORIGINAL TEXT AND INTERPRETATION, Stamford: Youth Education Systems, Inc., 1974.

Stevos, Joyce L., THE CONSTITUTION, Glenview: Scott, Foresman and Co., 1978.

BLOWN DISKS

If your disk does not operate within 30 days of purchase, return it in a cardboard, or other type of protective enclosure, along with a copy of your sales receipt for free replacement. After 30 days, send your protected disk along with a \$5 replacement fee.

NOTE

Due to the strict limitations of characters allowed within the questions, answers, and explanations, there are times when ideas must be expressed in abbreviated and simplified form.

According to the laws effective in 1981, we believe the material to be accurate. If there are any inaccuracies, please contact Micro Lab and we will make the proper corrections. Myrna Helfand and Micro Lab accept no liability for any misinterpretations of the law, and will not be held responsible for errors either in the factual information or its interpretation.

COMMENTS AND SUGGESTIONS

The "SAT ENGLISH 1" is another Micro Lab Learning Center program presently available offering aid for students. If you have any comments about the U.S. Constitution tutorial or would like to know about our other new releases, please fill in this form and return it to Micro Lab.

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