

# Dictionary Project

## Suggested Instructions

1. Contact school principal and explain project plan
  - a. Ask principal if school would provide printed labels with each student's name  
If not, students can write own name inside dictionary on appropriate line
  - b. Schedule presentation date several weeks later (check with dictionaryproject.org to determine time for delivery) to allow for books to arrive and be prepared
  - c. Obtain number of third graders in the school
2. Order dictionaries from ***www.dictionaryproject.org***  
Boxes contain 24 dictionaries. Order a few extra dictionaries for students who enroll later
3. Order Rotary seals and "What is Rotary" cards (419-EN-(697) - (different Rotary vendors)
4. Print 2 types of labels:
  - a. large label with 4 way test
  - b. smaller label with "This dictionary provided by (Your club name)"
5. As soon as books arrive gather a group of Rotarians to help install labels:  
Rotary seal – inside front cover  
Provided by – under Rotary seal  
Student name - **under** blank line, leaving line available for student to write on  
also  
4 Way test – inside back cover  
"What is Rotary" card – insert in dictionary (tell students to give to parents)
6. Schedule Rotarians to help with school assembly and presentation of dictionaries – suggest 2 people per classroom
7. Assembly: all third graders gathered together; brief explanation about Rotary, 4 way test and what you are there to do that day. **Do not** present dictionaries in a large assembly as students will lose focus and pay less attention.

Below is a suggested talk with some main points to be emphasized.  
Just remember to keep it brief and easy for 8 year olds to understand.

8. Classroom Presentation - Students return to classrooms and Rotarians go to each class to do the individual presentations.
- a. call each student to come forward and receive the dictionary from you.
  - b. After presentations ask students
    1. to turn to the back cover and read 4 Way Test together
    2. to write a letter in a few days to your club telling how they like their dictionary, maybe telling what interesting new word they have learned. Leave club address with teacher

### Sample assembly presentation

We are members of (name of Rotary Club). A Rotary Club is a group of people from this city/town who work together to help make our community a better place. Rotarians have a set of rules they follow. We call it the 4 Way Test. This test has 4 questions that we ask whenever we are making a decision about something we think, say or do. First, we ask “Is it the Truth?” Second, “Will it be fair to all concerned?” Third, “Will it build goodwill and better friendships?” Fourth, “Will it be beneficial (helpful) to all concerned?” We know if all people followed the 4 Way Test our world would be a better place.

Today we have come to your school because we believe children are special and education is very important. We know that you have all learned to read and are getting better at it every day. Something that helps all of us when we are reading and find a word we don't understand is a dictionary. You can find what a word means and how to spell it correctly. You can find new words you have never heard before. Each time you use it you are making yourself a little smarter!

We will be coming into your classrooms in a little while to present each of you with your own dictionary. We want this dictionary to help you learn more and each time you use it we want you to remember Rotary and the 4 Way test and try to use these rules to make your community a better place.

### Suggestions for assembly:

- (1) Bring club 4 Way Test banner or large chart with 4 Way Test printed that can be easily seen by the group
- (2) Wear professional clothing (appropriate to your town/profession)
- (3) Introduce all Rotarians who come
- (4) Invite media – newspaper, TV; at the least have someone taking photos