

# Making a Lesson Plan with Notebook Software



Let's say I want to teach a JP lesson about animals found in different environments.

I want the students to get motivated by interacting with the Smartboard in a creative, hands-on way. So, first up, I need to find a multimedia file or interactive 'learning object' that will hopefully generate interest and capture the students' attention.

**HINT:** Some ways of locating Learning Objects:

- **Digital Learning Bank** (<http://dlb.sa.edu.au> [South Australian schools will be notified of password]).
- I've put links to some sites with Learning Objects on my site in the Links section ([www.thehippohelper.com](http://www.thehippohelper.com)).
- Search in Google using an **advanced search**. We are looking for Flash files which are in the SWF format. If you add 'filetype:swf' to a search, you will find multimedia presentations relating to that search. Try searching for '**endangered animals filetype:swf**' and see what you come up with. Be aware this method is slightly naughty as it bypasses the 'front door' which the author intended you to enter through!

I visit Think-Bank.com and find a simple learning object called 'A Day at the Beach' (<http://www.think-bank.com/iwb/flash/beachcomber.html>). In this activity, students can search for different types of animals found at the beach. This will generate discussion and be a fun way to begin the lesson.

From this resource I begin to plan a lesson sequence using the **At the Board - At the Desk - In the Head** format.

**At the Board**

- 'A Day at the Beach' learning object. Students to find the hidden animals.
- Group brainstorm of other animals that might be found at the beach.
- Introduce classifying / sorting animals into different categories.

**At the Desk**

- In pairs or small groups students decide on several categories to sort animals into.
- Sort animals according to categories.

**In the Head**

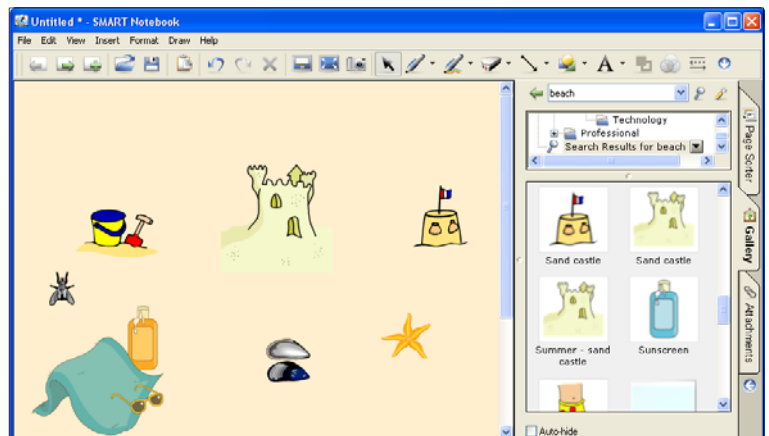
- Students create illustration or write story about their own day at the beach.
- 'A Day at the Beach' interactive quiz.

Open up Notebook.

I want to make a fancy title page for my lesson.

Click on the '**Gallery**' Tab on the right-hand side of screen. This is where I can search for clip art, paper backgrounds and interactive tools. I can even store pictures and files that I have created in the Gallery.

In the Gallery search box type 'beach' and press Enter. Scroll down to find a background called 'Beach'. To apply it to the page, simply click on it and drag to your workspace.



Then add some beach-themed graphics by clicking and dragging.

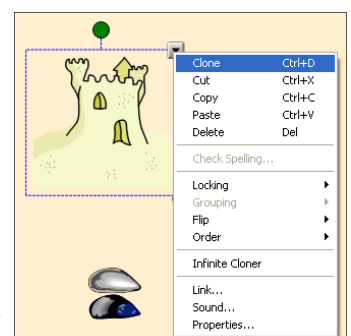
**HINT:** Note that when you click on a graphic, a green handle appears above the image. Clicking and dragging on this allows you to rotate the image.

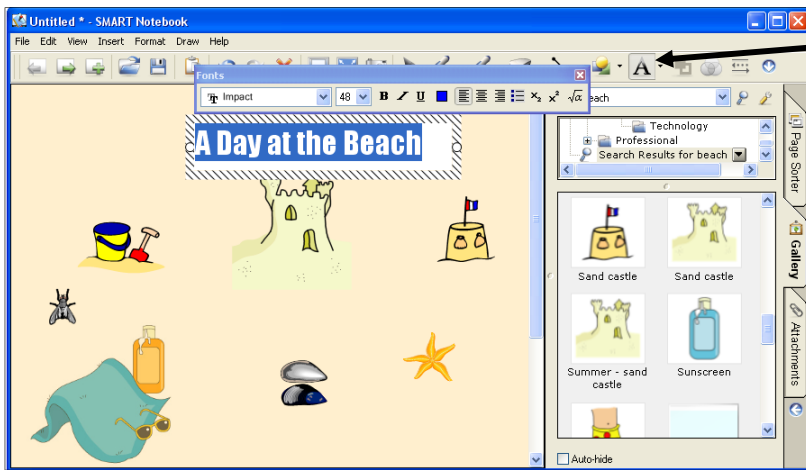
A white handle also appears which allows you to re-size the image.

And if you click on the drop-down arrow that appears on the image, a sub-menu opens up which presents a range of options, including Copy, Paste and Delete.

'**Clone**' is a handy command which simply duplicates the current image.

'**Locking**' is useful when you want to lock an image in place so it cannot be moved. '**Link**' allows you to click on an image to take you to a website or another file on your computer.





**Text tool**

I use the Text tool to add a title. Here I can set the font style, size and colour.

When I click on the workspace to finish editing my text, it behaves like a graphic. I can now resize it and move it just like an image.

To re-edit the text, just double-click on it.



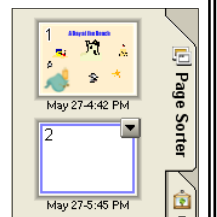
Time to add a second page using the 'Blank Page' icon.



Switch to 'Page Sorter' view and you should now see your two pages so far.

**HINT:** Page Sorter allows you to rearrange your pages. Just click and drag to switch the order of your pages.

You can use the drop-down menu to 'Clone' a page which is useful when you want to make a new page that looks like the previous one!

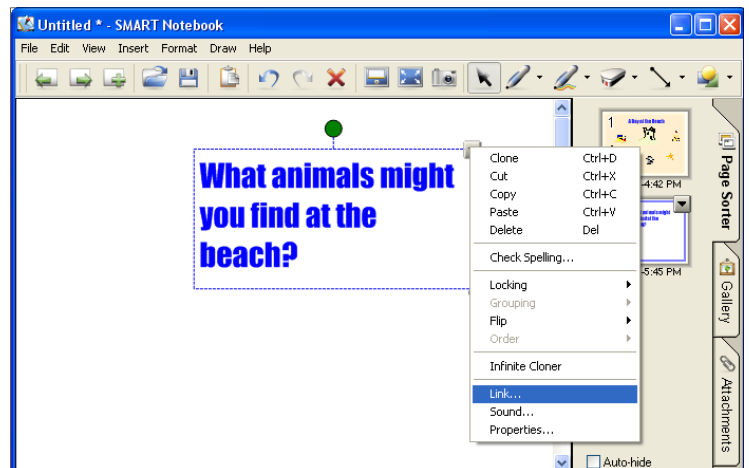


On this new page, use the Text tool to type 'What animals might you find at the beach?'

We are now going to make this text link to the learning object we found earlier. That is, when you click on the title, it will open up the web page containing the 'A Day at the Beach' interactive.

Click on the title you just made and then on the drop-down arrow. Select 'Link'.

In the 'Insert Link' box, select 'Web Page' and type the web address of the learning object we found on Think-Bank.com.



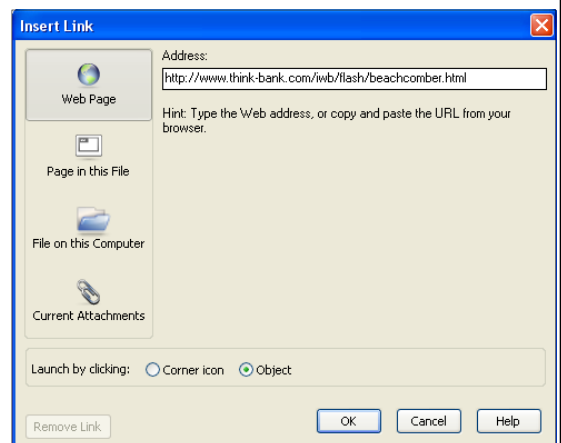
Choose 'Object' in the 'Launch by Clicking' box. Decorate the page with Gallery objects.

**HINT:** As well as web pages, you can hyperlink to other Notebook files or documents and pictures stored on your computer.

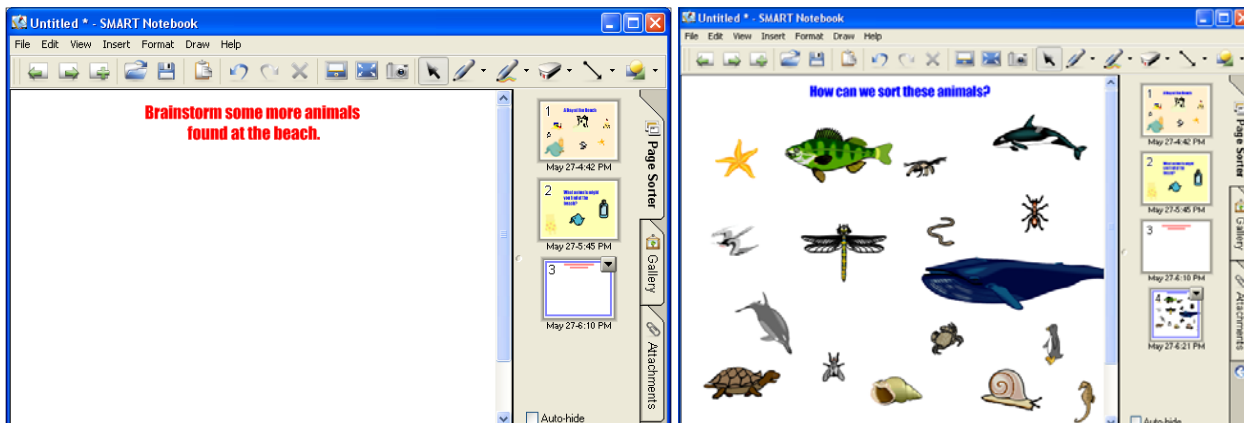
For example, you could jump or hyperlink to a Power Point presentation that you prepared earlier or to a movie file that explains your concepts more clearly.

Another way to create hyperlinks in a Notebook file is to use the 'Attachments' tab.

By clicking on 'Insert' you can easily add links to web pages, or shortcuts to files on your computer. You can even attach a file, rather than link to it - but be aware that this may make your file size very large.



Create a third page. Use the Text tool to type 'Brainstorm Some More Animals Found at the Beach'. I will use this page to record my students' ideas after having explored the learning object. Notice how the 'Page Sorter' shows three pages now.



Now create a fourth page. On this one I type 'How can we sort these animals?'

Underneath this heading I will add as many images of 'beach' creatures as I can find in the Gallery.

The idea is that, following our class brainstorm, students will suggest ways of grouping these creatures and physically manipulate these at the board to sort them into different categories.

**HINT:** If there are not enough suitable pictures in the Gallery, you can import your own graphics.

To import a photograph from a disk or your computer, choose 'Insert' then 'Picture File' to locate your picture.

If you find a useful picture on the web, it can be copied and pasted directly into Notebook.

If there is a scanner connected to your computer, clicking on 'Insert' then 'Picture from Scanner' will take you through the process of inserting a scanned image by using your scanner's software.

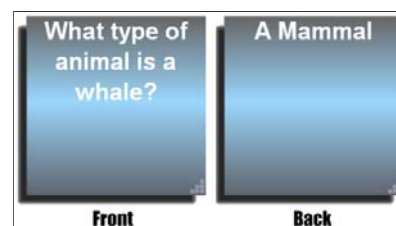
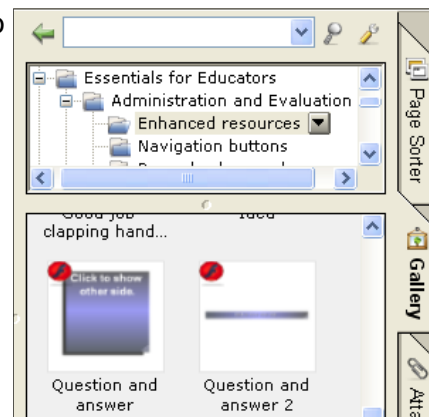
After my class have sorted the beach creatures 'at the board', they will go back and do a sorting task in pairs or small groups 'at the desk'. This could be in the form of pictures they need to cut out and sort or by making a group list, chart or illustration.

For the final 'in your head' component of my lesson sequence, I want my students to show what they have understood. They could write a story or prepare an illustration about their day at the beach. Or I could create a quiz using the IWB—students could participate individually or in teams.

To make a quiz, start by creating a new page.

In the Gallery, select 'Essentials for Educators' > 'Administration & Evaluation' > 'Enhanced Resources'. Here you will find some 'Question and Answer' interactive buttons that you can click on and drag out onto the workspace. Drag a few of these and position on the page.

A quiz button has a front (click once to type the question) and a back state (double-click to type the answer). Make a range of questions and decorate your page accordingly.



**HINT:** Another great tool to use for a quiz is the 'Screen Shade'.

This allows you to hide parts of the screen from your students to be revealed by you when you choose.

