**PES- CAMPUS TRAINING PLAN FALL 2014 for THINK CENTRAL**

**Big 5 Are In Red**

* Agenda for Trainings - Need To Know’s, Managing Classes & The Main Thing
  + Think Central Elementary Training Agenda

1. Need To Know
2. Managing Classes
3. The Main Thing

* The 3 ways to find what you need: clicking resources then grade level and subject, clicking browse, keyword search.
* The main thing for teacher & students to use
  + Interactive TE
  + Student Edition -- How do students login and what is there for them
* ONE extra tool that is content Specific
  + ELAR
    - Focus Wall for K-1 Journey Write Smart 2-5
  + Science
    - Virtual labs and lessons
  + Math
    - Math On The Spot Videos
  + The 3 ways to find what you need: clicking browse, keyword search.
  + Big things to use in Math
    - Teacher Edition & Resources
    - Student Online Edition (Interactive) vs. Student Edition & Resources -- How do students login and what is there for them

**“Need To Know” Information For Think Central / MyHrW.com**

TECHNICAL INFORMATION

1. **Chrome, chrome, chrome!!**

ALWAYS use the CHROME BROWSER. Even if you are using an iPad, you must use the CHROME APP for everything to work as expected.

1. **iPad compatibility**

Some of the tools in this adoption are built on older platforms and are not compatible with the iPad.

* ELAR Journeys books - Use the PUFFIN app on the iPad to access them
* The iTools in Math and Interactive Whiteboard apps are NOT compatible on the iPad

1. **Required Software**

* The Technology Department will email you when the “KASE download portal” is available. You are able to download approved software as needed under your teacher logins. These are also done if your machine is on at the time the updates are done. IF you need an update before this portal is available, please submit a workorder.
* Some of the software/plugins needed include:
  + Java, Flash, Shockwave updates
  + Exam View software
  + Active Inspire software (for interactive whiteboard activities)

1. **Watch your tabs and pop ups**

When you click on a link within the platform, sometimes what you are clicking on is brought up in a new TAB or even an entirely new WINDOW. Before you think that the link is broken, check other open tabs or windows (DEMONSTRATE HOW).

1. **Save your School**

Tired of entering your state, district, and school every time you login to Think Central? Click save my school and your computer will remember it! (demonstrate)

1. **Account Information**

Accounts: Teachers do not have access to create student accounts. All accounts (teacher and student) are created at Technology by Kris Peterson. Every Monday an upload will be conducted of new students to the district. Account questions should be directed toward Kris.

Classes:

Elementary: Classes were set up for you initially. Any changes to your classes will need to be made by you. Instructions for creating and editing classes are available at [www.hayscisd.net/digitallearning/staff](http://www.hayscisd.net/digitallearning/staff)

Middle and High: Contact Kris Peterson with your class rosters for assistance setting up your classes. We will have a new process in place for next school year which will allow the classes to be set up at the time of import.

1. **HOW TO GET HELP**

There are several resources available for you.

* Online resource: [www.hayscisd.net/digitallearning/staff](http://www.hayscisd.net/digitallearning/staff) is continually updated (Click Think Central or MyHrW.Com button)
* Online resource: When you login to Think Central or MyHrW.com, click HELP
* Print resource: Quick Start guides found at [www.hayscisd.net/digitallearning/staff](http://www.hayscisd.net/digitallearning/staff) or within the Help Center
* Account Questions: Kris Peterson

CURRICULUM & INSTRUCTION INFORMATION

1. **INTERVENTION/TIERED RESOURCES**

Within the adopted resources, there may be references made to materials that are Tier 1, 2 or 3. These are not all reserved solely for the classroom teacher. If a resource is labeled:

Tier 1- it IS reserved for use by the CLASSROOM teacher

Tier 2- the classroom teacher works with intervention teacher to pick appropriate materials

Tier 3- it IS reserved for use by the INTERVENTION teacher

1. **CURRICULUM**
   * Think Central & MyHrW.com is not your curriculum, it is an instructional resource. The district’s expectations for use of this resource are: 1) The YAGs in the district curriculum are non-negotiable. 2) This resource should not be used cover to cover, but rather as an instructional resource to implement the curriculum. 3) It is not advised to use the TEKS correlation document in TC.
2. **TRAINING**

The goal of this training is to FOCUS on the TOP 5 things that are most important! (Show Agenda of the Big 5 things for the training). The things that we go over today, every teacher is expected to implement WITHIN THE NEXT MONTH.

Since there are MANY components to the adoption, we will not cover everything in this training. Additional “advanced training” can be scheduled on request. We will also have additional training scheduled throughout the summer.

1. **Parent Communication**

It is ok to inform parents and students of how to login to the online textbook. The district will be emailing out login information to parents in JANUARY.