



Classroom Learning Partner

Teacher Features Documentation

March 2017

Overview

CLP teacher features afford teachers several conveniences, saving teachers time, as well as making student work easily accessible for sharing, and comparing and contrasting strategies with the class. Features include:

- Adding a new page on the fly
- Viewing and replaying student work
- Sorting and tagging submitted student work into various categories
- Getting an overview of completed work for the day
- Sharing student work with the entire class

Also included are features to help with class management or to take a page screenshot. The teacher features are meant to be used during class, as well as for class preparation.

Note: The teacher features are unique to the CLP Teacher version of the software. They work in conjunction with the CLP Projector version.

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Submissions Panel

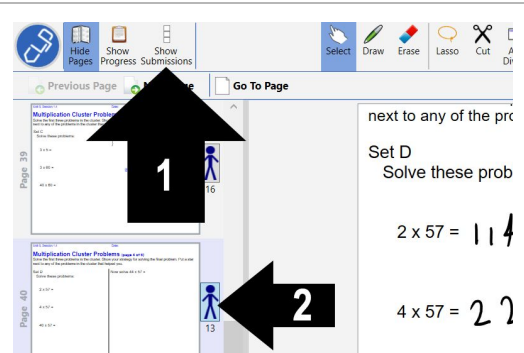
This panel allows the teacher to view, tag, sort and delete submissions of student work. (Students send completed work via the **Send to Teacher** button on the Tool Menu.)

How to

See student submissions

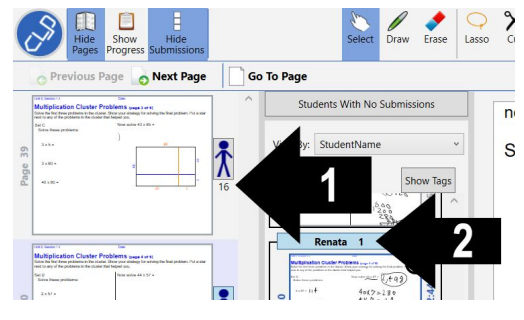
To bring up the submissions panel, tap on the **Show/Hide Submissions** on the Tool Menu (1).

To show submissions for a particular page, tap on the **Stick Person icon** next to any page thumbnail (2).



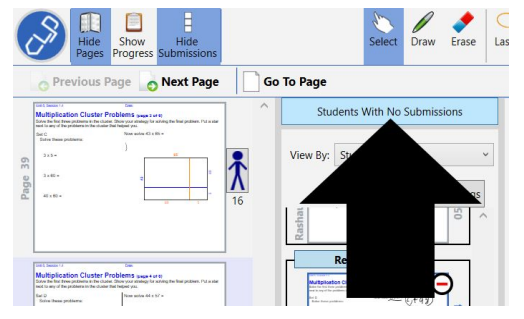
The submission numbers

1. Number of students who have submitted work for any particular page
2. Number of submissions for any particular student for the selected page



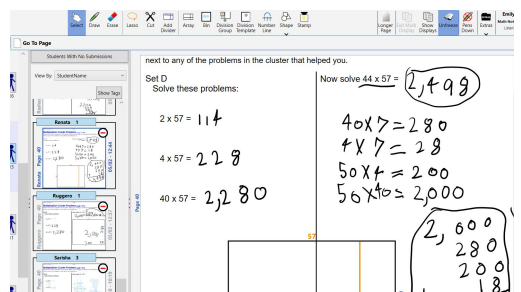
Who hasn't submitted work?

Tap on **Students with No Submissions** to show a list of students who have not submitted work for the selected page.



See student submissions

Tap on any individual submission to show the student's work in the main work area.



Tag student submissions

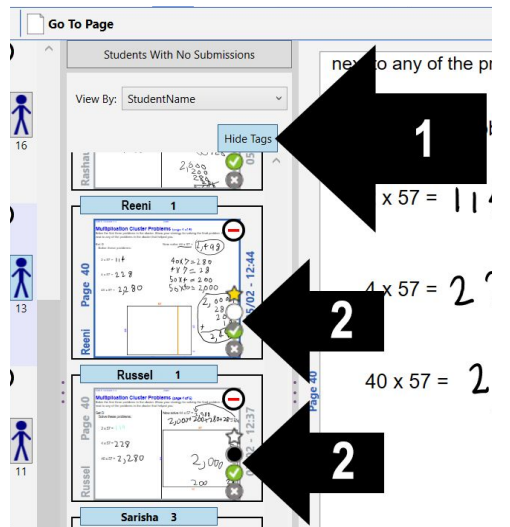
To tag a particular submission:

1. Tap on **Show/Hide Tags**
2. Tap on any icon:

Star: used to tag interesting work a teacher may want to quickly revisit in the future or show as an example

Circle: used to signify that a student had help with a particular page

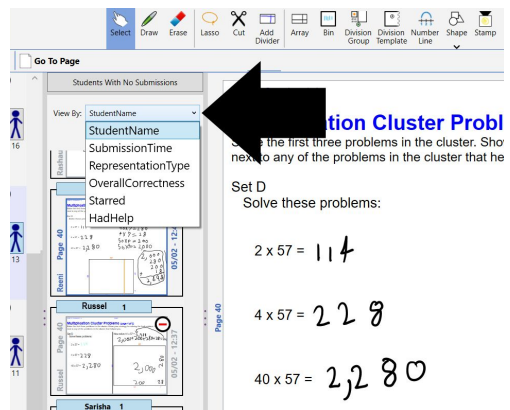
Checkmark and **X**: used to mark answers as correct or incorrect. Tap the checkmark twice to mark a page as partially correct (the checkmark will display as half-filled).



Sort student submissions

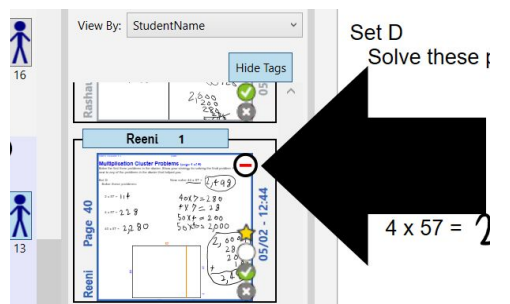
Tap the **View By**: drop-down box to sort by student (first) name, submission time, representation type (tools used), or specific tags (correctness, starred, student had help).

Note: Student name, page number and submission time are always listed next to each submission.



Delete student submissions

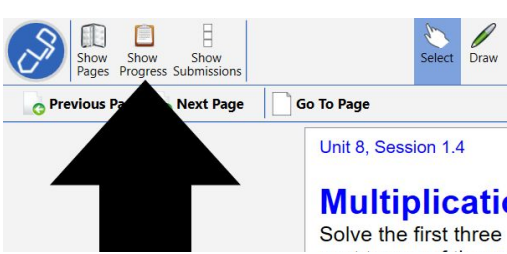
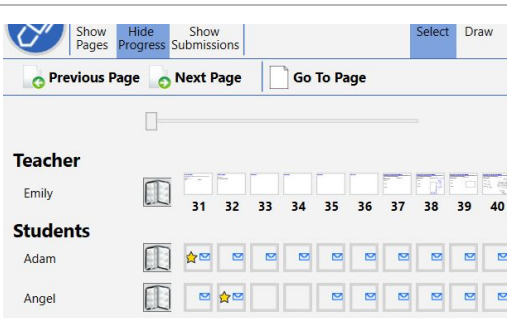

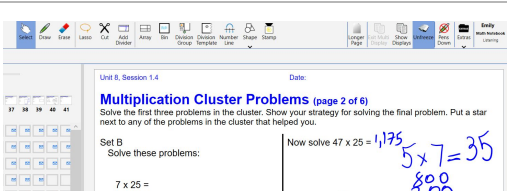

Tap on the minus ($-$) button.



Progress Panel

The Progress Panel is a way of viewing student work across all pages for a session. It shows a grid of the loaded pages and enables a teacher to quickly see which pages have been submitted and to view individual pages of student work or open up a student notebook.

How to

<p>Bring up the Progress Panel</p> <p>Tap Show/Hide Progress on the Tool Menu to bring up the Progress Panel.</p> <p><u>Note:</u> Only the Pages or Progress Panel can be shown at once. Showing one panel hides the other.</p>	
<p>How to read the Progress Panel</p> <p>Each grid represents a student's progress for that specific page.</p> <p><u>Note:</u> The slider above the pages allows for adjustment of page size for legibility. If there are more pages open than the width of the panel, a scrollbar will appear under the teacher pages.</p>	
<p>Progress Panel Icons</p> <p>Envelope: Student submitted that page Star: Teacher starred the student's page Blank grid: No submission for that page</p>	
<p>See student submissions</p> <p>Tap on any individual box in the grid to show the student's most recent submission for that page in the main display area.</p>	
<p>See student notebook</p> <p>Tap on the notebook icon next to the student's name. The student's notebook with pages from the session, as they were <i>before the teacher started the session</i>, will open.</p>	

Projector Guidelines

A projector is used to display pages the teacher is currently displaying the teacher computer, or pages s/he has chosen. A computer running the CLP Projector version should either be connected to a projector or a SMART board with stylus support.

When the projector computer is connected to the teacher computer via the wireless network, it automatically opens the same notebooks the teacher has loaded. The two notebooks will be linked so that any actions done on one computer will also be done on the other. Actions on either computer include page selection and display, changes made on pages, and changes made to the notebook.

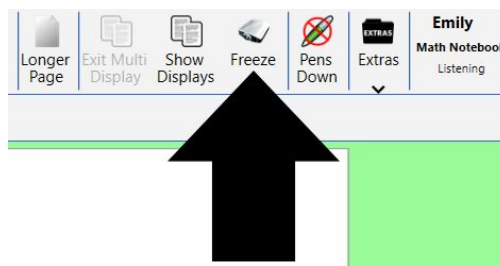
Note: Projector and teacher computers are connected to each other by when a green backgrounds displays on both. Student names are shown on submissions in the teacher notebook, but they are not displayed on projected submissions.

How to

Unlink the projector computer from the teacher computer

Tap **Freeze** on the Tool Menu.

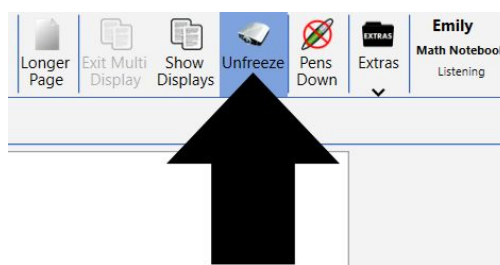
This freezes the projector computer's display on the currently selected page. Thereafter, all subsequent interactions on the teacher computer are private, seen only by the teacher.



Link the projector computer to the teacher computer

Tap **Unfreeze** on the Tool Menu.

All interactions on the teacher computer are then visible on the projector computer.



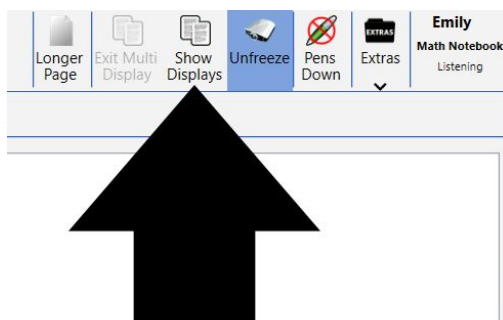
Grid Display Panel

This panel allows a teacher to project or simply see a grid of multiple pages of student work side-by-side. Grid displays can be created ahead of time, or during class to show multiple approaches to the same problem or to compare and contrast different types of problems.

How to

Bring up the Grid Display Panel

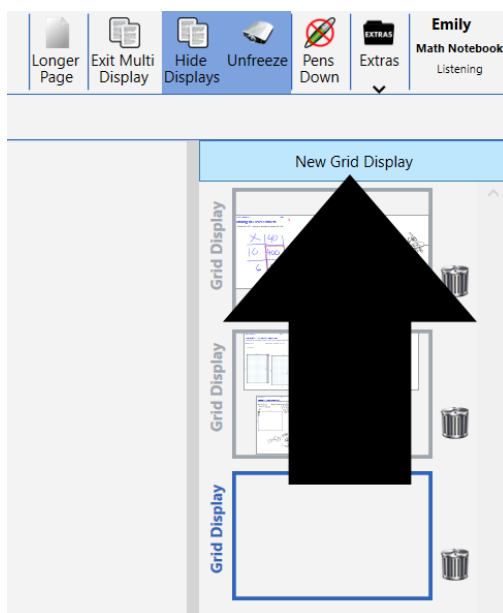
Tap on **Show/Hide Displays** on the Tool Menu. The panel will reveal thumbnails of all the grid displays that have been created for pages that are loaded in the current session.



Create new grid display

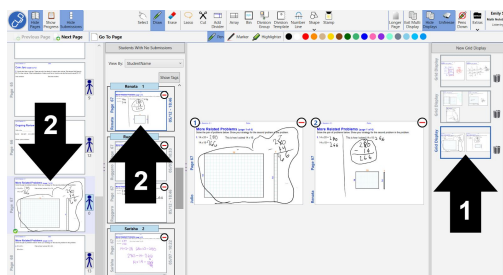
Tap on **New Grid Display** in the Grid Display Panel.

Note: This puts you in Grid Display mode. To return to single page display, tap on **Exit Multi Display** on the Tool Menu.



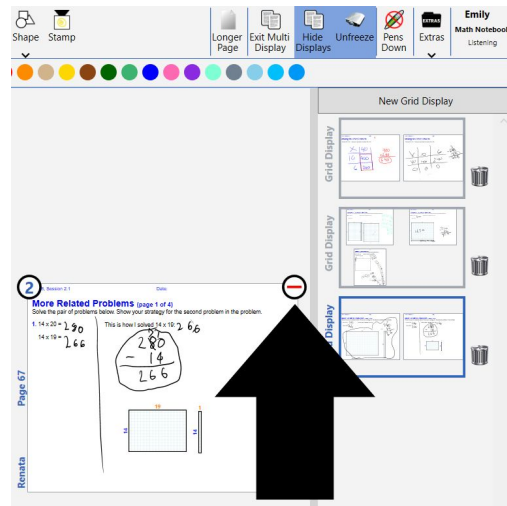
Add pages to grid display

1. In the Grid Display Panel, tap the Grid Display to which you want to add a page.
2. In the Pages Panel (teacher pages) or Submissions Panel (student submissions), tap the pages you want to add to the selected grid display.



Delete pages from grid display

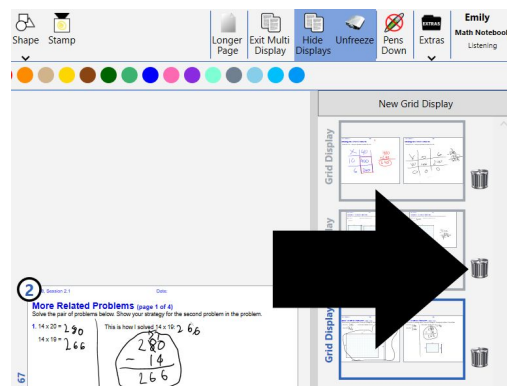
1. In the Grid Display Panel, tap the grid display with the page you want to delete.
2. In the main workspace, tap the minus ($-$) button on the page you want to delete.



Delete grid display

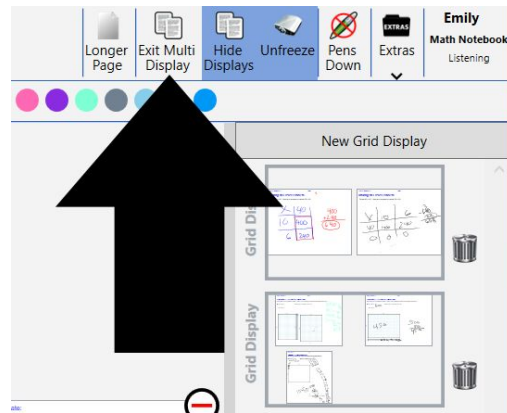
In the Grid Display Panel:

1. Tap the grid display you want to delete.
2. Tap the **Trash icon** next to it.



Return to Single Page Display

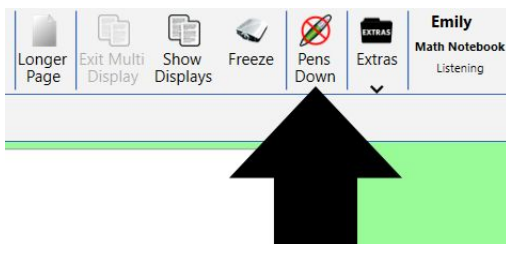
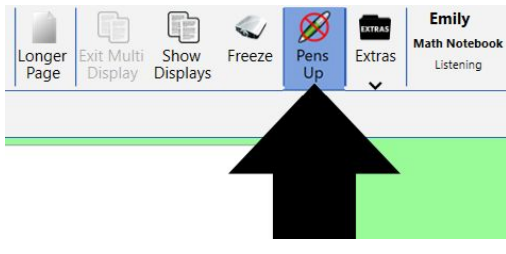
Tap on **Exit Multi Display**.



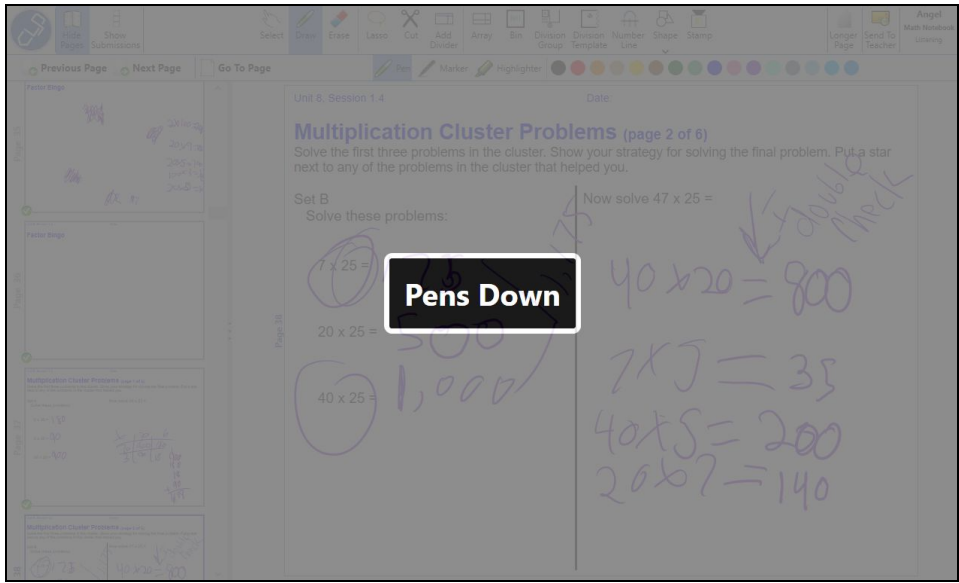
Pens Down

This feature assists teachers in gaining student attention by blocking CLP interactions on all student computers and displaying a **Pens Down** message over a grayed-out screen. The teacher’s **Tool Menu** button changes to **Pens Up**. Students cannot interact with the computer until the teacher taps on “Pens Up”.

How to

<p>Block CLP on student computers</p> <p>Tap the Pens Down button on the Toolbar on the teacher computer.</p>	 <p>The screenshot shows the teacher's toolbar with various icons: Longer Page, Exit Multi Display, Show Displays, Freeze, Pens Down (highlighted with a black arrow), Extras, and Emily Math Notebook Listening. The background is a light green gradient.</p>
<p>Unblock CLP on student computers</p> <p>Tap Pens Up on the Toolbar on the teacher computer.</p> <p><u>Note:</u> If network connection is lost on a student computer and Pens Up does not work, press Ctrl+Shift+D on the student’s keyboard.</p>	 <p>The screenshot shows the teacher's toolbar with the same icons as above, but the Pens Up button is highlighted with a black arrow. The background is a light green gradient.</p>

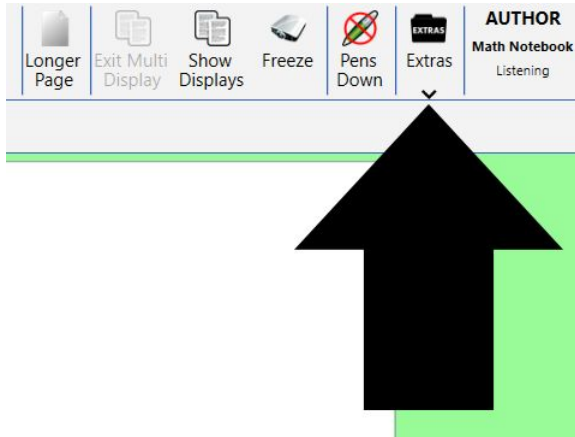
How **Pens Down** appears on student computers:



Additional Features

Add a new page, replay student work, or take a screenshot of a page.

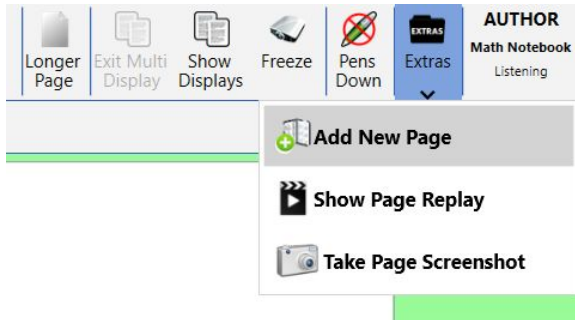
Tap the **Extras** button on the **Tool Menu** to access these features.



Add New Page

This allows teachers to add pages on the fly in the classroom. (The Authoring panel, which is used to add pages to a notebook prior to class, is not available in the teacher notebook.)

Tap **Add New Page** on the **Extras** drop-down menu.

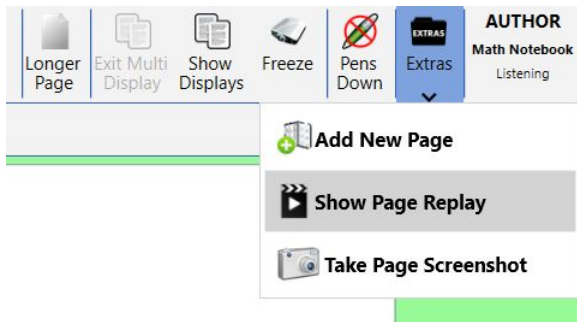


Note: The new page gets added to the end of an open session.

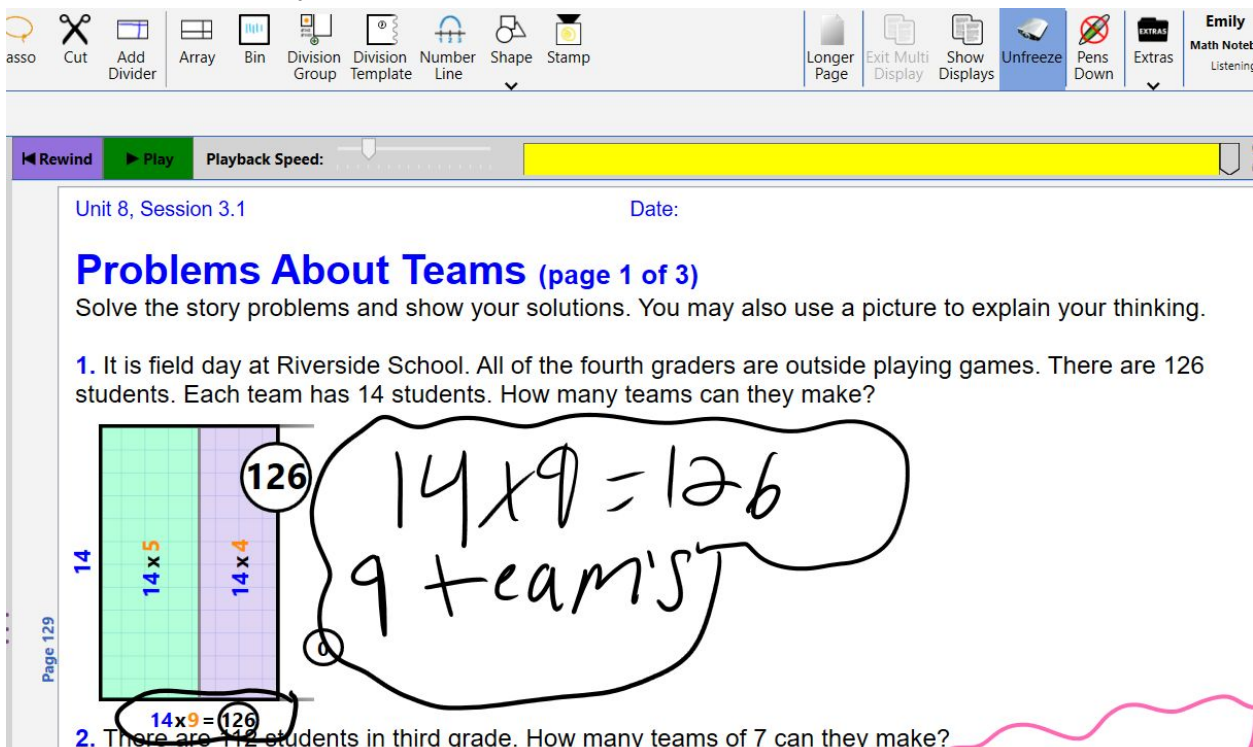
Show/Hide Page Replay

This panel allows teachers to replay pages of student submissions. Replaying student work provides the teacher a window into what students may have been thinking when they solved a problem or the various strategies they might have tried.

Tap **Show Page Replay** on the **Extras** drop-down menu.



The panel appears above the main work area. You can **Rewind** and **Play** pages. Move the slider to control the playback speed.

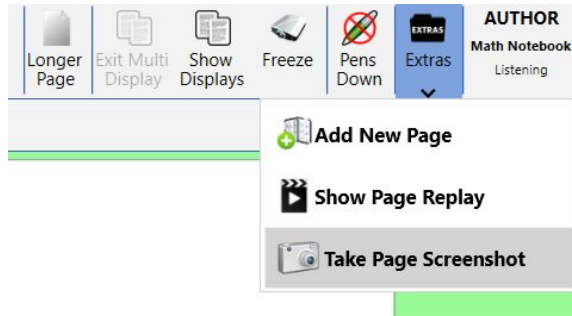


Note: Page replay also works on pages in the teacher notebook, but not the Author notebook. Each time the Author switches pages, the history gets cleared.

Take Page Screenshot

This feature saves a screenshot of the page that is currently selected, which can be a teacher page or a student submission.

Tap **Take Page Screenshot** on the **Extras** drop-down menu.



Saved screenshots appear in a folder on the Desktop called **Page Screenshots**.

There is also an option for saving multiple pages at a time (see [Export to PDF Documentation](#)).