Welcome!

(Britannica School Training Guide)

Britannica School Homepage (www.school.eb.com) (5 minutes)

- Streamlined homepage for students to easily pick a level
- 3 levels for students to choose from
- Students can go into any level; they are not restricted to just one level.
- Start off at Elementary homepage by clicking on the “Elementary” box.

Elementary Homepage and Articles (15 minutes)

- At the search box at the top of the page, enter in “elephant”
- Show the different features of the Search Results page
  - Articles
  - Images (can be downloaded for use in educational projects and lessons)
  - Videos (can be downloaded for use in educational projects and lessons)
  - Dictionary
  - Journals and Magazines
  - Web’s Best Sites
  - Point out the 3 tabs with the three reading levels on them. Demonstrate how easily users can switch to a different level.
- Click on “elephant” article (make sure it is the Level 1 tab)
  - Show tools for read aloud, larger text, language translate, email, cite, point out star to favorite articles and multimedia to “My Britannica”.
  - Point out “chunking” of article to help students focus on content
  - Quick Click – “extinct” (show English and Spanish)
  - Image and Video Tab (show video – point out download, cite, favorite)
  - Related Tab
  - Teacher Tab – show Lexile number and State specific standard
  - Click on “Elementary” in the banner across the top to get to the Elementary homepage.
• Elementary Homepage features – open each feature and demonstrate how it works. You can just point these out at the Middle School and High School levels, as these tools are there too.
  o Word Wall, Did You Know, Name the Image, etc.
  o Article Browse
  o Media Browse
  o World Atlas
  o Compare Countries
  o Animal Kingdom
  o Learning Zone (PreK – 2nd Grade)
  o Tour the USA
  o Learning Games
  o Geography Explorer

**Middle School Homepage (10 minutes)** Start at the homepage of [www.school.eb.com](http://www.school.eb.com) and select the Middle School box

• At the search box at the top of the Middle School homepage search “Abraham Lincoln”
  o Show the Search Results page and mention how it is the same layout as the Search Results page at the Elementary level
  o Point out the Primary Sources and mention that these are only available on the Middle and High School levels, but that all teachers and students can access them.

• Click on the Abraham Lincoln article
  o Point out the differences in the way this article looks, but then also point out that all of the tools that we looked at in the Elementary article are still here in this article.
  o Point out tools for read aloud, larger text, language translate, email, cite, star to favorite articles and multimedia to “My Britannica”.
  o Quick Click – “statesman” (show English and Spanish)
  o Image and Video Tab (show video – point out download, cite, favorite)
  o Related Tab
  o Teacher Tab – show Lexile number and State specific standard
  o Reading Level – show how students can jump up to level 3 or down to level 1.
  o Click on “Middle” in the banner across the top to get to the Elementary homepage.

• Point out the features on the MS home page – Daily Buzzword, Did You Know, etc.
• Point out “Explore Britannica” tool bar on the right. Mention that all of these tools are also available on the Elementary level (except the Biography Browse).
• Biography Browse – 1900- Present, American, poetry
• At A Glance articles
• New and Revised Articles
**High School Homepage (5 mins)** Start at the homepage of www.school.eb.com and select the High School box

- At the search box at the top of the High School homepage search “atom”
  - Show the Search Results page and mention how it is the same layout as the Search Results page at the Elementary and Middle School levels
  - Point out the Primary Sources and mention that these are only available on the Middle and High School levels, but that all teachers and students can access them.
- Click on the atom article
  - Point out how similar this article looks to the MS article, but then also point out that all of the tools that we looked at in the MS article are still here in this article (except for the teacher tab, which may be available down the road)
  - Point out tools for read aloud, larger text, language translate, email, cite, star to favorite articles and multimedia to “My Britannica”.
  - Quick Click – “electron” (show English and Spanish)
  - Image and Video Tab (show video – point out download, cite, favorite)
  - Related Tab
    - Click on “High” in the banner across the top to get to the Elementary homepage.
- Point out the features on the HS home page – Behind the News, On This Day, etc.
- Point out “Explore Britannica” tools near the top of the page. Mention that all of these tools are also available on the Middle School level.

**My Britannica (20 mins)**

- What is “My Britannica”? *An online folder where you can hold articles, media, Primary Sources, and lesson plans that you find on Britannica. It is stored online, so you can access it anytime you are on Britannica School.*
- How to access My Britannica
- How to create a My Britannica Account for teachers and students (Will need School Code)
- Attendees creates username/passwords
- How to favorite articles, videos, images
- **10 min Explore Time**- Staff creates at least 1 Collection to share

**Lesson Plan Builder**

- Walk through steps in Lesson Plan Builder
- Show link to share
- Show Lesson Plan Browse
- Show ‘favorite’ and ‘customize’ lesson plan
- **10 min Explore Time**

**Wrap Up**

- Educators tab – Curriculum Standards and Tutorials, Guides, and Training
- Any questions or comments?
- Supply contact information