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Kennesaw State University, ITEC 7460 Fall 2014

One-Hour Technology Workshop

# Workshop Summary:

This technology workshop will show teachers how to create a class webpage using Weebly. The optional workshop will be conducted after school where teachers will be provided instruction on how to create an effective webpage that students and parents can access at home. At the conclusion of the lesson teachers will complete a survey evaluating the professional learning experience.

**Objectives:**

Teachers will learn how to:

* build and organize a class webpage
* embed and set up a class blog
* create resources pages to connect with students and parents at home
* embed images, web links and documents
* create and manage student accounts for webpage design
* develop a webpage with your grade level

# ISTE Standards for Teachers

# 2. Design and develop digital age learning experiences and assessments

# Teachers design, develop, and evaluate authentic learning experiences and assessments incorporating contemporary tools and resources to maximize content learning in context and to develop the knowledge, skills, and attitudes identified in the Standards•S.

# a. Design or adapt relevant learning experiences that incorporate digital tools and resources to promote student learning and creativity

# b. Develop technology-enriched learning environments that enable all students to pursue their individual curiosities and become active participants in setting their own educational goals, managing their own learning, and assessing their own progress

# 3. Model digital age work and learning

# Teachers exhibit knowledge, skills, and work processes representative of an innovative professional in a global and digital society.

# a. Demonstrate fluency in technology systems and the transfer of current knowledge to new technologies and situations

# b. Collaborate with students, peers, parents, and community members using digital tools and resources to support student success and innovation

# c. Communicate relevant information and ideas effectively to students, parents, and peers using a variety of digital age media and formats

# 5. Engage in professional growth and leadership

# Teachers continuously improve their professional practice, model lifelong learning, and exhibit leadership in their school and professional community by promoting and demonstrating the effective use of digital tools and resources.

# b. Exhibit leadership by demonstrating a vision of technology infusion, participating in shared decision making and community building, and developing the leadership and technology skills of others.

# Materials:

# [Using Weebly to Create a Class Webpage Prezi Presentation](https://prezi.com/atwg0ksretz7/weebly/)

# [Website Research Web Links Page](https://docs.google.com/document/d/1JNh9Zn7qw1PnOY3j3Sj30d-a02TyMRRIZqC2vCw6FL4/edit)

# [Website Discovery Graphic Organizer](https://drive.google.com/?usp=docs_home&authuser=0#folders/0B31fCGmpq-REcUtmYUlQeTN2MEU)

# [Website Key Elements Graphic Organizer](https://drive.google.com/?usp=docs_home&authuser=0#folders/0B31fCGmpq-REcUtmYUlQeTN2MEU)

# Additional Resources:

# [Promotional Flyer](Tech%20Innovation/Technology%20Thursday.pdf)

# [Weebly Tutorials](http://hc.weebly.com/hc/en-us/sections/200354313-Beginner-s-Guide-to-Weebly)

# Lesson:

# Opening (2 min) – The instructor will welcome teachers and explain to them the learning objectives and agenda for the day.

# Procedures (55 min)

# Step 1 - Research (10 min) – The instructor will ask teachers to go to bit.ly/weblearn2 and research other class webpage in order to get ideas and resources for their webpage. Teachers will record what they find beneficial and what they would modify on the “Website Discovery” graphic organizer.

# Step 2 – Organize (10 min) – Teachers will take a few moments to organize their own webpage by using the “Website Key Elements” graphic organizer. Teachers will decide what pages they want to include and then list resources or elements they would like to contain on their page. Teachers are encouraged to use their research to help them organize their webpage.

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# Step 3 – Learn (20 min) – The instructor will then lead teachers through the basics of creating a webpage. Teachers are encouraged to follow along with the instructor on their computers.

# The instructor will show teachers how to do the following:

# 1. Create an account

# 2. Create and organize pages

# 3. Create blog page

# 4. Add post to blog

# 5. Add text, images, videos, links, and buttons

# 6. Create and manage student accounts (show examples of student work below)

# <http://braceletsglore.weebly.com/about.html>

# <http://geeklychic556.weebly.com/>

# <http://jigamezone.weebly.com/>

# Step 4 – Build (15 min) – Teachers will then be given some time to start and develop their webpage with the instructor’s assistance. The instructor will give one-on-one assistance to those who need extra help and answer any questions they may have. Grade levels will also be encouraged to create a joint webpage in order to ease the burden of updating and keeping up with the webpage.

# Closing (3 min) – Teachers will complete a survey evaluating the professional learning experience.

# \*The instructor will stay 30 extra minutes for any teachers who would like to stay and continue to develop their webpage with the instructor’s assistance.

# Reflection

# Completing this technology workshop has been an eye-opening experience. This was my second time leading a professional development to the staff and I was very nervous to do so. My first professional learning session went well but it was not received by several teachers- which has made me anxious to lead other professional developments. However, this professional development was optional and was not required. The purpose of this workshop was to encourage teachers to create and utilize a class webpage in order to help student achievement at school and at home. The second purpose was to help increase parent involvement by letting them into a virtual classroom so they can support their child. Currently my school has one teacher who truly utilizes and updates her class webpage. Three other teachers have a class webpage but they do not update them or have useful resources for students and parents. For these reasons I wanted to introduce teachers to Weebly in order to help them increase student achievement and parent involvement.

# In order to get teachers to come to this optional professional development and because it would not be offered during school hours I had to promote the workshop. I created a flyer that I embedded in an email and sent it to the staff three times; a week before, the day before and the day of the workshop. I also asked our instructional coach’s to mention it in their meetings with each grade level. I also encouraged a few teachers to come by a verbal invitation. On the day of the workshop I had nine teachers show up. I think this was an exceptional amount of teachers to show up to an optional professional learning session.

# During the opening of the lesson I felt that teachers were really excited to learn how to create a webpage using Weebly. Many teachers stated that they have never tried or been trained to create a webpage before and that they thought their students and parents would benefit from having one. I also introduced the idea or grade levels creating a webpage to help support teachers on updating and collaborating ideas and resources. The teachers were also very receptive to this idea.

# Before creating a class webpage I didn’t want teachers to start from scratch so I directed them to other class webpages within the district. Teachers could see exemplary examples of effective webpages and even gain ideas and resources from these sources, which would help them create their own webpage. Teachers were also given a graphic organizer to record their findings and determine what elements they wanted to include or modify on their webpage. I believe this was a very effective and engaging way for teachers to start because it allowed them a hands-on opportunity to discover key elements of a class webpage.

# After this, teachers were given several minutes to organize and determine what pages and key elements they wanted to include on their webpage. Teachers were encouraged to use the findings from their research to complete this step. Teachers were also provided with a graphic organizer to help them with this process. I believe this was a beneficial step and teacher’s graphic organizers were completely filled out. However, I do wish I could of provided teachers with more time to complete this step.

# Next the instructor trained the teachers how to create and navigate a Weebly account. The instructor led teachers through several elements of Weebly and described how they could be used to impact student achievement and parent involvement. Teachers were encouraged to follow along with the instructor as he delivered how to do certain things within the tool. These steps went fairly fast and a few teachers struggled to keep up. However, the instructor prefaced this part of the lesson with how teachers would be provide time at the end of lesson to develop their webpages and work one-on-one with the instructor. Teachers were amazed with how easy the layout and navigation of the tool was. They stated that it was very user friendly. By the end of this step most teachers had a good gist of how to use the tool.

# Teachers were then given the remaining of the time to simply develop their webpages with the instructor’s assistance. Teachers asked the instructor to assist them with a variety of things during this time including troubleshooting issues. It also allowed the instructor to implement a partnership with each of the teachers and provided them with one-on-one coaching in order to meet each of their needs. This was probably the most effective part of this lesson, which is why the instructor made it optional for teachers to stay past the one-hour mark for additional assistance. However, right before the hour was over the instructor gave teachers a survey in order to evaluate the success of the workshop. The results below detail the learning outcomes and instructional delivery of the professional development session.

# Overall, the instructor was very pleased with how well the workshop went and believes it was well received by the teachers. The instructor plans on following up with all the teachers that came to the workshop and encouraging them to keep developing their webpages and offer times in which the instructor can come and assist them.