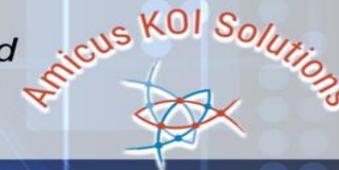




in partnership with



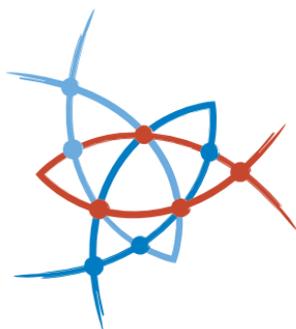
and



# PAFTE Midyear Webinar

PHILIPPINE ASSOCIATION FOR TEACHERS & EDUCATORS (PAFTE), INC.

Amicus KOI Solutions



June 8, 2020

via  
Microsoft Teams Live

in partnership with



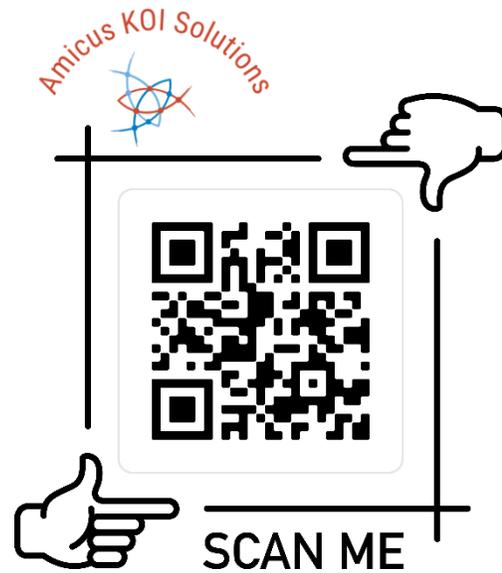
# Microsoft





## ABOUT THE TRAINER

- ❖ Ma. Rhodora Santos
- ❖ President and CEO, Amicus KOI Solutions
- ❖ [mrhodora@amicuskoisolutions.com](mailto:mrhodora@amicuskoisolutions.com)
- ❖ **Favorite Past Time:** Studying is my relaxation, hence sharing what I have learned is my passion.



AEP  
Authorized Education  
Partner

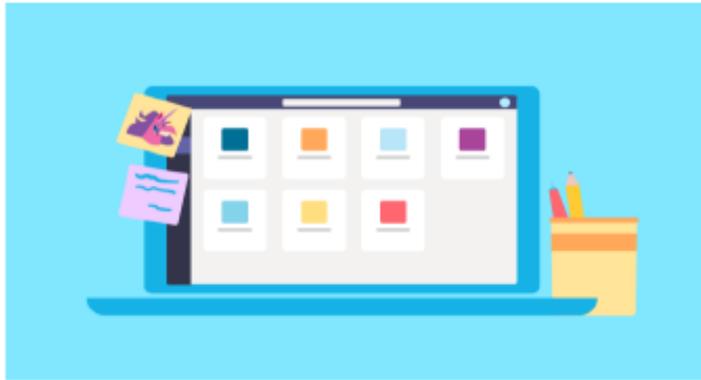
Silver

Microsoft Partner

Empower  
students today to  
be the creators of  
tomorrow



# 3 steps to distance learning



## BEFORE

- Create your class
- Schedule your lecture
- Prepare your meeting device



## DURING

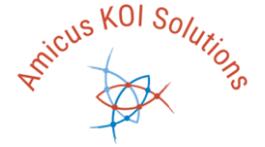
- Present content tot attendees
- Manage conversations and pools
- Record your sessions for later viewing



## AFTER

- Access meetings and transcripts
  - View answers to pools and conversations
  - Continue to collaborate on learning materials in context
-

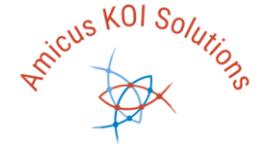
# Microsoft Teams



## ❖ Value:

- Facilitates collaboration and communication between teachers and students
- Allows educators to collaborate, converse, and share with each other
- Delivers in four core areas to create a digital workspace for high-performing teams: Communicate, Collaborate, Customize, and Work with confidence.

# Microsoft OneNote



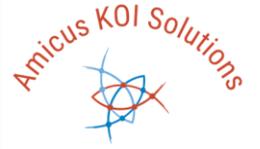
OneNote is a digital notebook that works a lot like a physical notebook – but better. I use it to jot down reminders and capture ideas right on my device. And it saves my work to the cloud automatically so I can access it anytime, anywhere, from any device.



OneNote

Capture and organize your notes across all your de...

# OneNote at a glance



## Organize

Sort content across notebooks, sections, and pages.



## Tag

Highlight can't-miss notes with Important and To-Do tags.



## Ink

Draw your thoughts and annotate your notes, using a stylus or your finger.



## Mix media

Record audio notes, insert online videos, and add files.



## Clip and save

Use the OneNote Web Clipper to save content with a single click.



## Share

Share notebooks with coworkers, friends, and family.

# Microsoft OneNote for Education

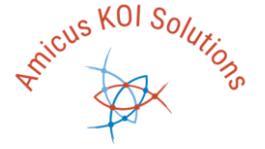


Classroom organization has never been easier. With a personal workspace for every student, a content library for handouts, and a collaboration space for lessons and creative activities, OneNote for Education empowers students to create their best work.

Two available OneNote for Education includes:

- OneNote Class Notebook
- OneNote Staff Notebook

# OneNote Class Notebook



The OneNote Class Notebook is an app that helps you set up OneNote in your class. This app will create a class notebook, which includes three types of sub-notebooks:

- **Student Notebooks** — private notebooks that are shared between each teacher and their individual students. Teachers can access these notebooks at any time, but students cannot see other students' notebooks.
- **Content Library** — a notebook for teachers to share course materials with students. Teachers can add and edit its materials, but for students, the notebook is read-only.
- **Collaboration Space** — a notebook for all students and the teacher in the class to share, organize, and collaborate.

# Getting Started with OneNote Class Notebook



To manage other capabilities for your Class Notebooks, click the **Manage notebooks** button from the Class Notebook wizard.

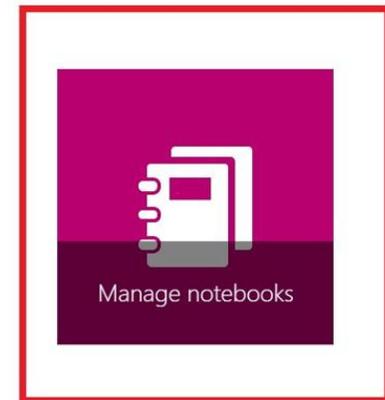
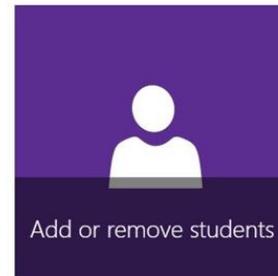


## Class Notebook

Organize your lesson plans in a digital notebook, a...

Welcome to the OneNote Class Notebook

We will help you create a notebook you can use in the classroom



[View user guide](#)

[Download the Class Notebook Add-in](#)

# OneNote Staff Notebook



OneNote Staff Notebooks have a personal workspace for every staff member or teacher, a content library for shared information, and a collaboration space for everyone to work together, all within one powerful notebook.



## Staff Notebook

Collaborate with faculty and staff to share policies,...



# Building literacy

Student-driven fluency practice  
in OneNote Class Notebook



# Potential benefits of building fluency with OneNote Class Notebook

## Value

- Enables students to:
  - Test fluency independently
  - Spot trouble areas
  - Engage deeply in the process
- Allows for:
  - Easy sharing between students and teachers
  - Check-ins when there is little time for face-to-face conferences

# Introducing audio recording and Immersive Reader in OneNote Class Notebook



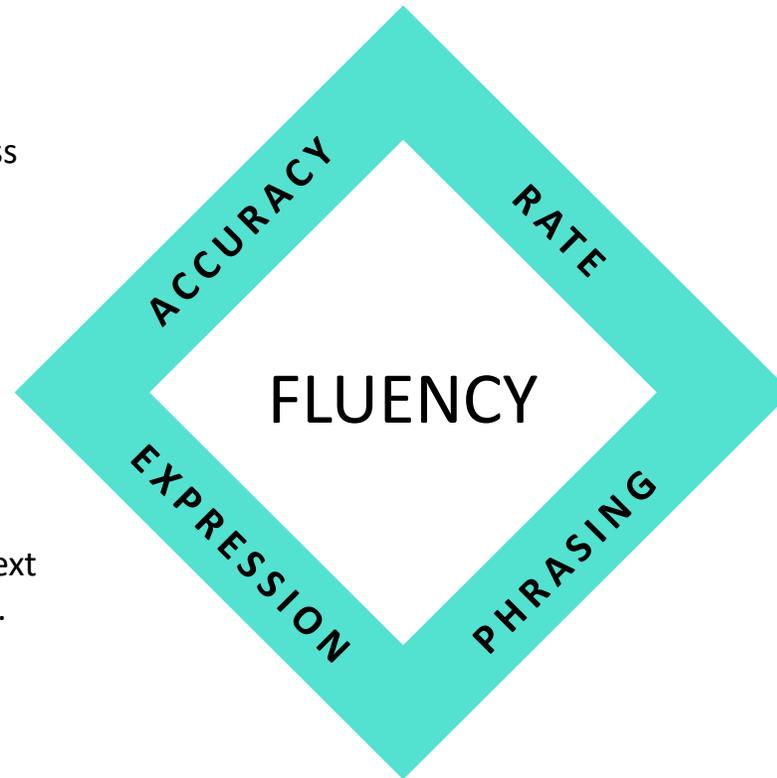
- Fluency:
  - Develops deeper reading comprehension skills
  - Is linked to oral fluency ([Fuchs, Fuchs, Hosp, & Jenkins, 2001](#))
- The research:
  - Students who aren't reading proficiently by 3<sup>rd</sup> grade are less likely to graduate from high school ([Renaissance, 2018](#)).
  - Repeated readings with practice, feedback, and modeling increases comprehension ([Neddenriep, Fritz, & Carrier, 2010](#)).

# Introducing audio recording and Immersive Reader in OneNote Class Notebook

**Accuracy** is the ability to read the words in the text as they are written. The goal of accurate reading is automatic and effortless word recognition – no decoding, no word solving, just reading.

**Expression** is the ability to read words in text with the appropriate stress and intonation. It's often called "reading with feeling."

**Prosody**, the defining feature of expressive reading, requires proficiency in all the variables that speakers use to help convey aspects of meaning and to make their speech lively: timing, phrasing, emphasis, and intonation.

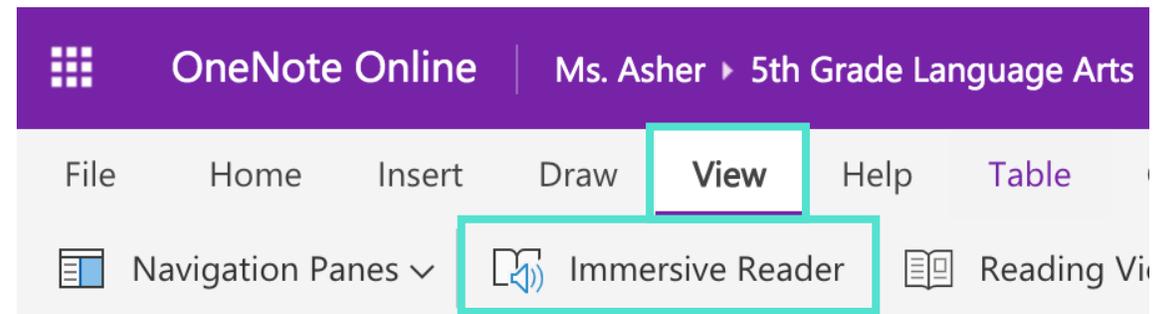
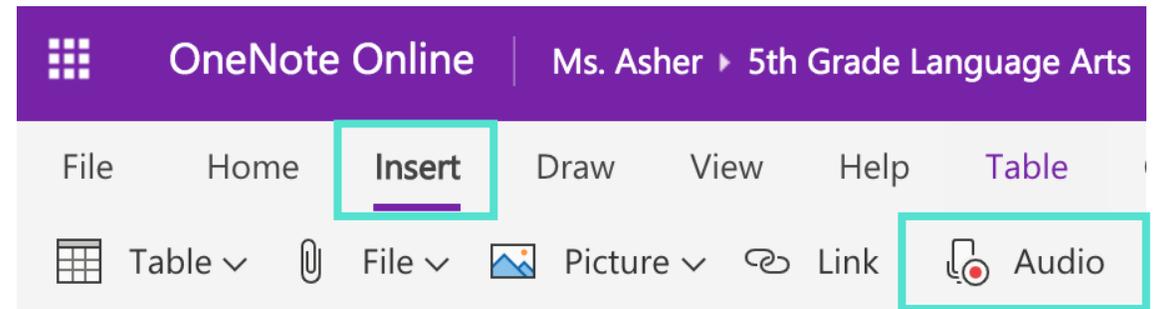


**Rate** is the speed at which a person reads text. The goal is for the reader to have the ability to read the text at the appropriate speed, and to determine the appropriate speed based on the nature of the text.

**Phrasing** is the ability to group words together, as in normal speech, pausing appropriately between phrases, clauses, and sentences. Phrasing requires readers to read texts in meaningful chunks.

# Introducing audio recording and Immersive Reader in OneNote Class Notebook

- Audio recording allows students to:
  - Record themselves
  - Drop audio files into their student notebooks
- Immersive Reader allows students to listen and follow along with text on screen.



# Building independent fluency practice in OneNote Class Notebook

- Students who struggle with fluency also struggle with higher level reading skills.
- Repeated reading builds fluency.
- Fluency checks in OneNote Class Notebook help preserve instructional time.
- Teachers can review and provide small group instruction and/or individual support.

# Building independent fluency practice in OneNote Class Notebook

## **Imagine this:**

- Some of your students need practice with accuracy, phrasing, and intonation.
- You know that repeated reading builds fluency.

## **Solution:**

- Set up a progressive fluency practice.
- Students will use the Audio recording button and Immersive Reader in OneNote to compare their reading with the correct pronunciation of words.



# Office 365 Education (A1) overview

## Services



Exchange



OneDrive



SharePoint



Skype for Business



Outlook (Online only)



Word (Online only)



Excel (Online only)



PowerPoint (Online only)



Teams



Sway



Forms



Stream



OneNote



Flow



PowerApps



School Data Sync

## Office applications

Free sign up now  
for Schools/  
Universities

If you have questions about Microsoft Education Platform, please contact me at: [mrhodora@amicuskoi.com](mailto:mrhodora@amicuskoi.com)

# Stay connected with consistent experience across devices

Desktop



 Windows 7+

Mobile



iPad

Web



 OS X 10.10+



iPhone



Android



Edge



Chrome



Safari (Preview)

# Exit ticket

## Reminders and Next Steps:

Please check out [www.pafte.org](http://www.pafte.org) for additional announcements.

If you have questions about Microsoft Education Platform, please contact me at: [mrhodora@amicuskoi.com](mailto:mrhodora@amicuskoi.com)

## Don't Forget!

### Complete the Evaluation

Scan QR Code to complete exit ticket:





# Webinar Evaluation and Requirement for CPD units

1. Everyone needs to submit the webinar evaluation form and assessment tasks to receive the **Certificate with 8 CPD units**.
2. **The link:** <https://tinyurl.com/PAFTE-Midyear-Evaluation>
3. This will direct you to the **assessment tasks** and instructions on **how to submit your outputs**.
4. You are given a **week (Until June 15) to submit** required tasks.
5. The certificates will be emailed to you within two weeks after your submission. Please ensure that you provide your **correct** name and email address. This is automated.

Please direct all inquiries at **pafte.org**.



# Call To Action

Learn and explore with training and resources and earn badges and certificates on a personalized hub created for educators like you. Start earning your Microsoft Innovative Expert Badge

1. Sign up to the [Microsoft Educator Center](https://education.microsoft.com/en-us) [https://education.microsoft.com/en-us]
2. Click on **Sign in** → create an account with @outlook.com or @live.com
3. Complete the following Courses to secure the Badge and Transcript of Completion for the following:
  - a) [OneNote Teacher Academy](https://education.microsoft.com/en-us/learningPath/b6e3b5f2) [https://education.microsoft.com/en-us/learningPath/b6e3b5f2] – estimated duration 3.5 Hours.
4. When you have completed the courses, send your Microsoft Educator Transcripts by doing the following:
  - a) Login to your Microsoft Educator account
  - b) Click on **My Profile**,
  - c) Click on **View Transcripts**, Click on **Save**, Save the file in your computer/USB, Save As **First.LastName-METFL1.pdf**. Send it to via file attachment to email = [info@pafteorg.onmicrosoft.com](mailto:info@pafteorg.onmicrosoft.com) with Subject heading PAFTE – MidYear your First.LastName-METFL1
  - d) Complete the **PAFTE Exit survey** [https://tinyurl.com/PAFTE-MidYear-Assessment], include the Email delivery date confirmation of your submission.

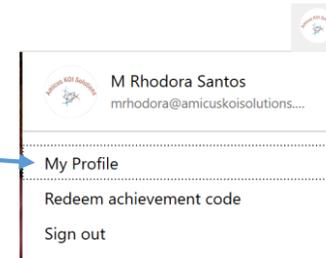


# Call To Action – Detailed Instruction for Step 4

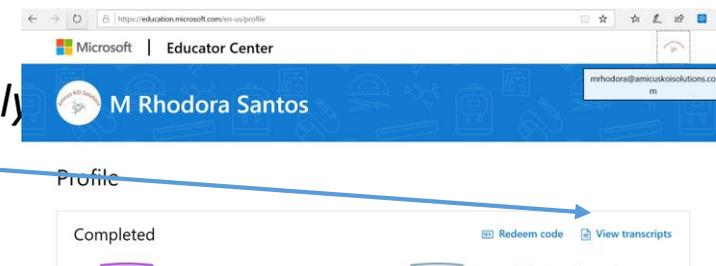
4. When you have completed the courses, send your Microsoft Educator Transcripts by doing the following:

a) Login to your Microsoft Educator account using the login you created in Step

b) Click on **My Profile**, *sample profile only*



c) Click on **View Transcripts**, *sample profile only*





# Call To Action – Detailed Instruction

d) Click on **Save**



Microsoft | Educator Center

Training Transcript

**M Rhodora Santos**

e) Save the file in your computer/USB, Save As with your **First.LastName-METFL1.pdf**.

f) Send the file to email = [info@pafteorg.onmicrosoft.com](mailto:info@pafteorg.onmicrosoft.com) as file attachment. Subject heading PAFTE – MidYear *your First.LastName-METFL1*

g) Complete the PAFTE Exit Survey, paste the URL of your transcript. Go to <https://tinyurl.com/PAFTE-MidYear-Assessment>

or Scan the QR Code

