

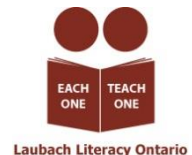
Using Evernote to manage resources and effectively support learners in a multi-level classroom

Presenter:

Monika Jankowska-Pacyna,
AlphaPlus



Presentation slides and webinar recording will be available at:
<http://goo.gl/fpeojr>

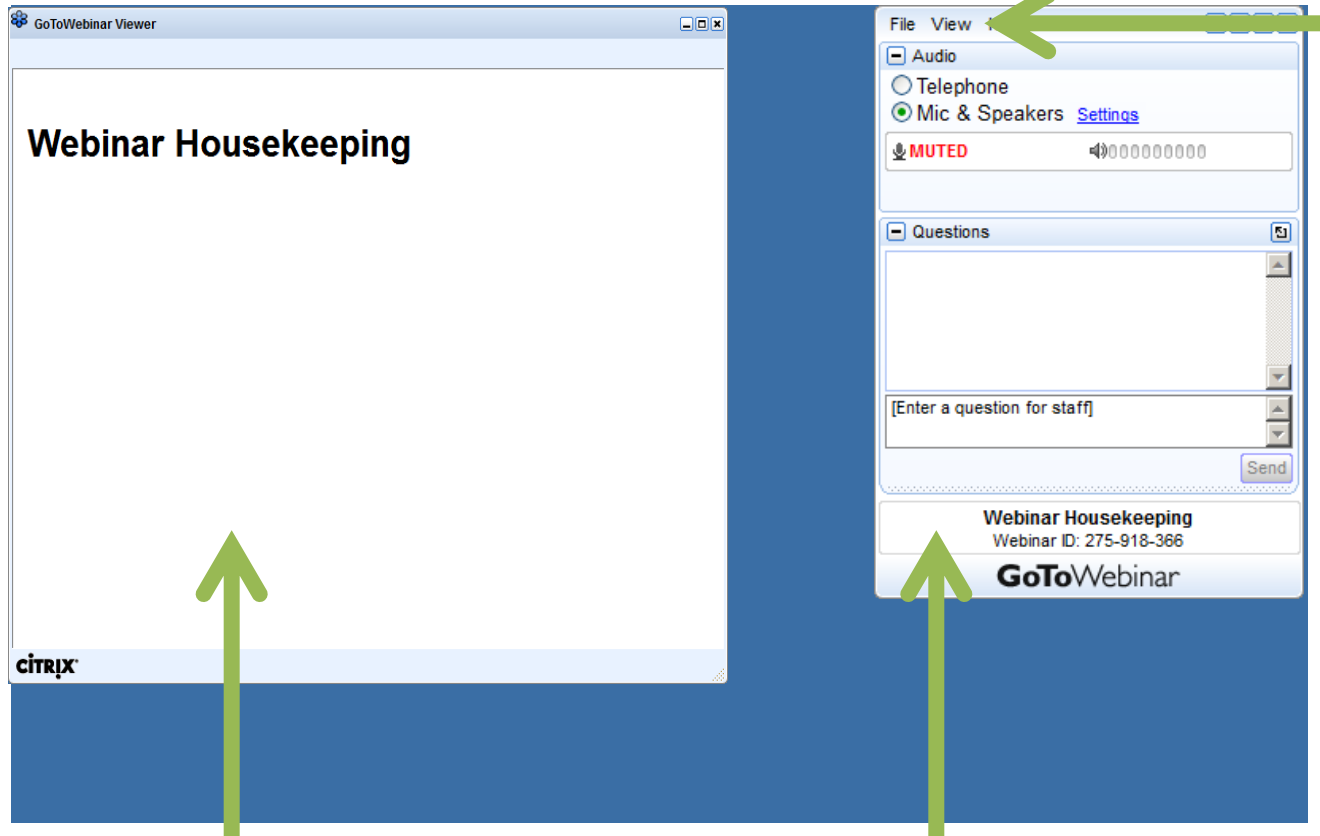


SESSION OVERVIEW

- Housekeeping
- A bit of background and LLO involvement
- Questions about managing our resources
- What is Evernote
- Maxine's story
- Sample Evernote notebook
- Resources for you
- Explore live
- Feedback and upcoming sessions



WEBINAR HOUSEKEEPING TIPS



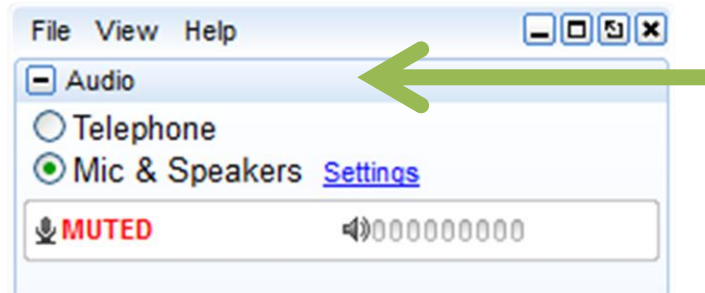
Your control panel may collapse automatically when you don't use it.

To keep it open, click the "View" menu and uncheck "Auto-hide Control Panel".

Webinar viewer

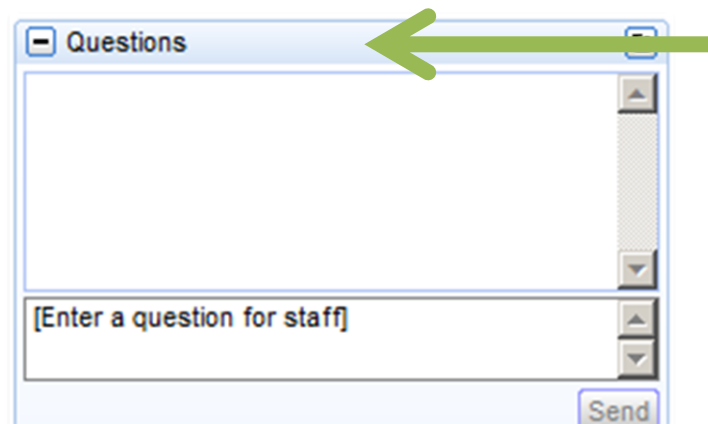
Your control panel

WEBINAR HOUSEKEEPING TIPS



For audio, we choose “Mic & Speakers”. If you don’t have microphone you can simply listen in. The “Telephone” option is disabled.

Note: Your audio will be muted during the session.



You can submit questions and comments via the Questions panel or you can ‘raise your hand’ to be unmuted for verbal questions. There is no option to chat between participants.

Note: Today’s presentation will be recorded.

***NEW FEATURE: Shared files – you should see shared files and can download them**

A BIT OF BACKGROUND...

Maxine

- an LBS instructor at Dixon Hall in Toronto
- agreed to work with AlphaPlus to receive technology coaching services support last year
- was searching for a tool that would meet specific needs of her multi-level group of learners
- decided to give Evernote a try...



A BIT OF BACKGROUND...

Monika

- Projects Coordinator at AlphaPlus
- worked with Maxine as part of the technology coaching services support from AlphaPlus
- explored various tools that might help Maxine
- suggested Evernote...



A BIT OF BACKGROUND...

AlphaPlus technology coaching services



- Last year we did technology needs assessment (over 40 organizations)
- Specific organizations were approached to offer technology coaching support (i.e. Maxine's Dixon Hall program)
- AlphaPlus staff members worked with programs on technology planning, testing and implementing various tools, professional development training, information gathering and sharing, and more...
- We are working with 14 organizations this year.
- *If you are interested in working with us next year email info@alphaplus.ca*

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A BIT OF BACKGROUND...

Lighting the Path to the Future conference

- This June Maxine and I attended the *Lighting the Path to the Future* conference organized by Laubach Literacy Ontario (LLO) and Ontario Native Literacy Coalition.
- Maxine's success story was a big hit and we wanted to share it with a wider audience
- Thank you LLO for partnering with us on this initiative!
- LLO recently hosted [Literacy Learners Working at Lower Levels](#) webinar – click on title to follow a link and check it out.



DISCUSSION

How do you currently manage and share your administrative, teaching and learning resources? Think about:

- What tools do you use to manage your content?
- How do you share teaching resources with your colleagues?
- How do you share website links and documents with your learners?



Please share your feedback in the Questions box

WHAT IS EVERNOTE?

- a clever web application that enables users to capture, store and save web pages, notes, photos ... **in the cloud**
- retrieve all your “stuff” from your computer, smartphone, tablet – anywhere you have an internet connection and a web browser



In addition to the web application, Evernote can be installed on your desktop (Windows and Mac) and mobile devices such as tablets or smart phones (Android, iOS, Windows)

MAXINE'S STORY

The multi-level class

- learners want to improve their literacy or numeracy skills to transition to work, college or to become more independent
- for most, English is their second language, their level of education is below grade 10 and they aren't comfortable using computers



MAXINE'S STORY

One instructor/administrator

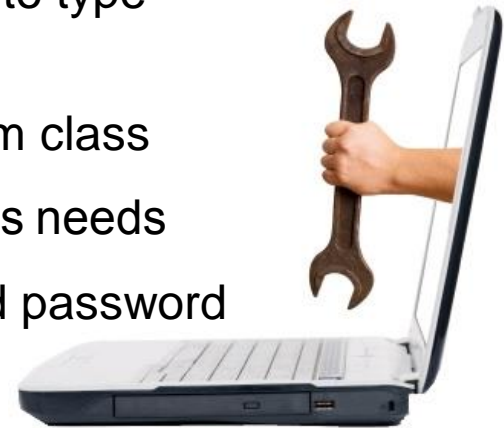
- on a typical day, a group of learners would work on different activities based on their level and their goal path
- Maxine would go around to observe them at work and to respond to their questions
- some learners would finish faster and get bored or frustrated when they had to wait for further instructions/activities from Maxine who was busy helping someone else



MAXINE'S STORY

Needed a tool that would:

- allow for more time with emergent learners
- help independent learners function with minimal assistance
- make it easy to organize and manage all kinds of resources for learners (websites, videos, PDFs, Word files and images)
- Allow learners to access websites without having to type in URL each time
- be accessible to learners while they are away from class
- allow lessons to be quickly customized to learner's needs
- not require learners to login with a user name and password
- be easy to use



MAXINE'S STORY

First steps

- didn't think there was a tool that would work
- wasn't sold on the idea! – not sure if learners would be able to use it
- struggled with understanding Evernote's functionality, learning new technical vocabulary and how to how to organize content in a meaningful way
- didn't give up!



Work Chat

Shortcuts
Drag notes, notebooks or tags here for quick access

Notes (963)

Notebooks

- Admin Notebook
 - DHLBS - Admin Forms (22)
 - DHLBS - Intake Documents (9)
 - DHLBS - Learner Exit & Follo... (2)
- Assessments Notebook
 - DHLBS - Sample Tests (9)
- DHLBS-MDB
- Learners
 - DHLBS-A D (5)
 - DHLBS-A F (34)
 - DHLBS-A P (28)
 - DHLBS-A Y (5)
 - DHLBS-C P (29)
 - DHLBS-D A (12)
 - DHLBS-D S (8)
 - DHLBS-F H (12)
 - DHLBS-H D (44)**
 - DHLBS-L B (38)
 - DHLBS-M K (12)
 - DHLBS-M N (16)
 - DHLBS-N M (20)
 - DHLBS-R A (9)
 - DHLBS-S L (39)

DHLBS-H D

Home | CLEO (Community Legal Education Ontario ...
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 Français Home About Resources and Publications
 Research and Projects Feedback What's New Order ...

New Youth Criminal Li for your mobile or des

Class Pictures
 2/25/2015 https://drive.google.com/folderview?id=0B0PS9pIL5-EucDRpVUZmQOJ0NEk&usp=sharing

Always remember
 2/4/2015
 Image.png, 116KB

ENGLISH PAGE - Irregular Verb Page
 1/30/2015
 Image.png, 293KB

Have a beautiful week!
 1/27/2015
 Image.png, 123KB

How To Write A Paragraph - Part 6 Using The Writing Process.pdf
 1/22/2015
 How To Write A Paragraph - P... 708KB

How To Write A Paragraph - Part 5 Types of Paragraphs.pdf
 1/22/2015
 How To Write A Paragraph - P... 379KB

How To Write A Paragraph - Part 4 Concluding Sentences.pdf
 1/22/2015

DHLBS-H D Click to add tag...

Created: 2/4/2015 11:29 AM Updated: 2/4/2015 11:29 AM

Always remember

You learn something every day if you pay attention.

~Ray LeBlond

VERYBESTQUOTES.COM



Maxine's Notebooks



Notes in a notebook



Preview of a selected note

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15

Access to a specific notebook shared via a short link

The screenshot displays the Evernote web interface. On the left, a sidebar shows a notebook titled 'DHLBS-H D' shared by 'brownmax84'. A green 'Join Notebook' button is visible. The main content area shows the notebook's contents, including a search bar, a list of notes, and a quote: 'Always remember You learn something every day if you pay attention. ~Ray LeBlond VERYBESTQUOTES.COM'. A modal window is overlaid on the left, titled 'Two ways to view this notebook'. It offers two options: 'Join This Notebook to:' with 'Explore' (view everything at any time) and 'Access' (see on all devices), and 'Or, view this notebook now:' with a 'View Notebook' button. A red arrow points from the 'View Notebook' button in the modal to the 'View Notebook' button in the notebook's main content area.

ORGANIZING CONTENT IN EVERNOTE

Understanding notes and notebooks



NOTES (think of files)

- information about each item in your Evernote account
- can be text, quotes, links, images, documents, videos etc.)
- can be shared via a link or email



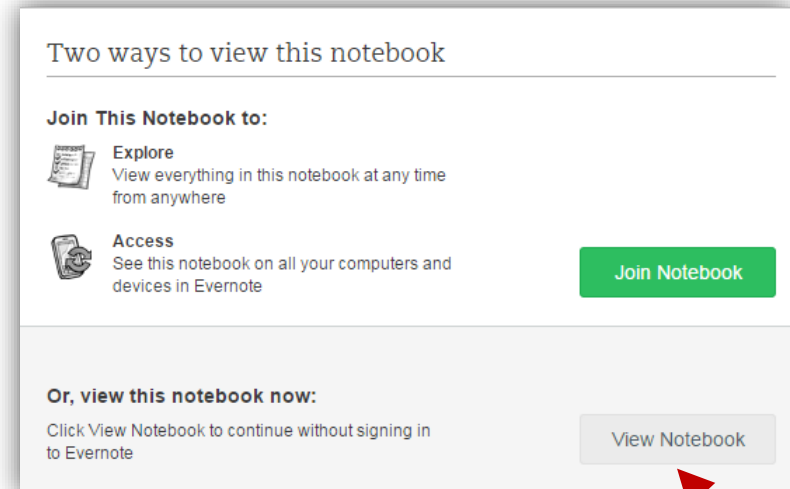
NOTEBOOKS (think of folders)

- notes grouped together
- can be shared via a link or email

LET'S EXPLORE TOGETHER...

Sample notebook set up by Maxine and her students for MTML Learner's conference: <https://goo.gl/Ai3HOR>

- Let's take 5 minutes to explore it
- Copy the link into a new tab in your browser and open it
- Click on View Notebook to see the content
- Click on various resources to explore them in detail
- What do you think? Share your thoughts in Questions box



LET'S EXPLORE TOGETHER...

A few pointers...

- Google URL shortener used to make the link easy to access/retype (goo.gl)
- Maxine created a notebook for each of her students and set up a short link
- Students needed to keep/remember only one link to access their personalized notebooks
- Maxine posted the links in the class and each student had a small card to take with them (they quickly memorized the address as well)

MAXINE'S STORY

Benefits to the instructor

- save and organize various resources in one place
- can add screen captures instead of written instructions
- easier to manage the multi-level class
- learners are more engaged
- learners work at their own pace, open to challenges
- can customize lessons
- record of assigned work
- **2015 Employment Ontario Leadership Award**



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MAXINE'S STORY

Impact on learners

- self-esteem and independence increased
- more confident and open to using technology
- learning other tech skills (tabs, search, print)
- learners try activities and manage their learning
- have access to activities outside of class
- more work done = faster progress
- learners are motivated, challenge themselves
- more collaboration and peer-to-peer help
- Presented at MTML Learners' conference in Toronto



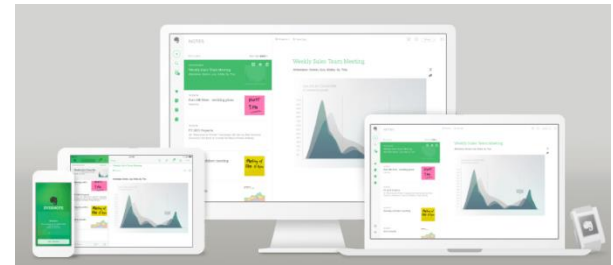
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MAXINE'S STORY

Next steps

- have more advanced learners set up their own Evernote accounts so they can log in and save their own content as well
- purchase iPads for the program and have learners use the Evernote App to access notebooks, create notes, even take pictures or videos and add them to Evernote
- Learners will be able to use their Evernote accounts after they transition from the program (i.e. job postings, tips, schedules, recipes, hobbies)



MAXINE'S STORY

How can it work for other programs/instructors

Evernote might not work for everyone or it might work even better for you!

For example, you can use it to:

- manage your own links and resources
- have organizational Evernote account to share resources
- keep track of assigned learning activities on a daily or weekly basis
- Have learners submit assignments by adding them to their Evernote notebook

LET'S SUMMARIZE

Evernote helps you:

- organize and manage various resources (links, documents, images, videos, etc.)
- access resources on any device at any time
- introduce technology to emergent learners
- manage a multi-level group of learners
- support learner engagement
- encourage independent learning



SAMPLE NOTEBOOKS

MTML Learner's conference notebook:

<https://goo.gl/Ai3HOR>

Notebook with suggested resources:

<https://goo.gl/A7pVg8>

DISCUSSION

- **Now that you have seen some examples, what would you want to save in Evernote?**
- **How would you group the content?**

It might take a few tries to find a system/set up that works for you and your specific needs.

TECH AND LOW LEVEL LEARNERS...

Access to smart phones, tablets and computers

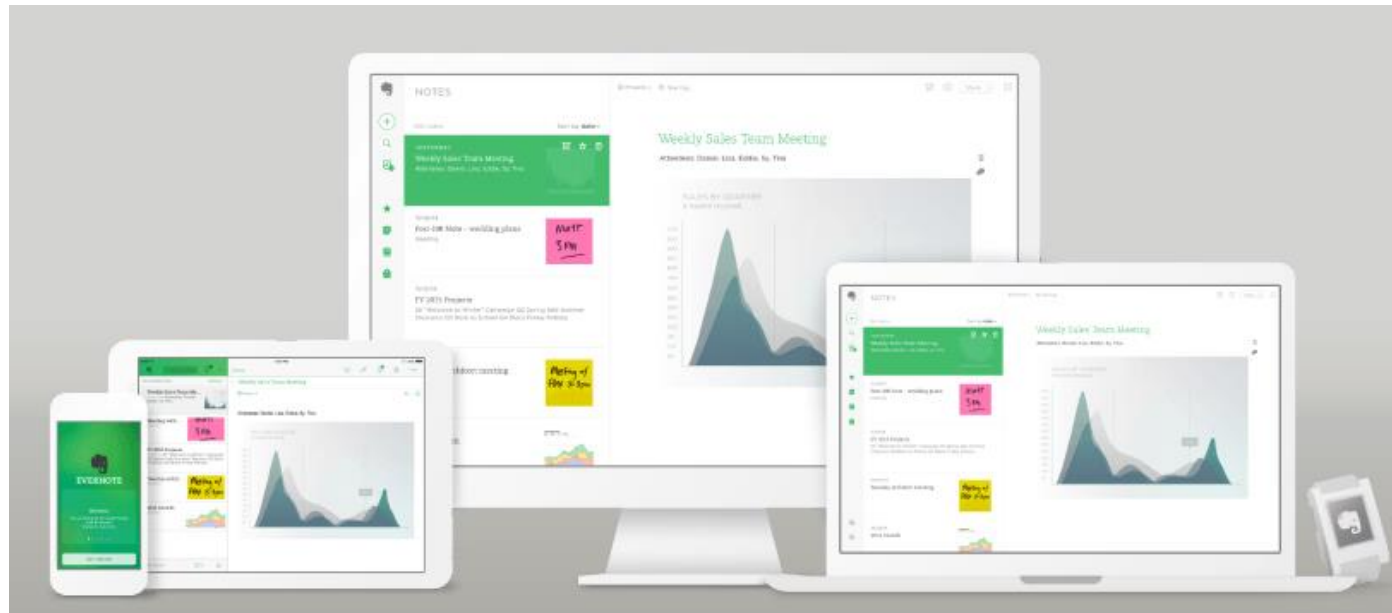
- Some students in Maxine's program received phones/computers through support for families in need (Hope for Children, Adopt-A-Family)
- Computers can also be secured through OntarioWorks, [Renewed Computer Technology](#) and many other programs

Devices in real world

Even if someone doesn't have a tablet or phone, it's very likely that they be exposed to it in some way ... My examples... Surveys at Canada Blooms were done on tablets, many cash registers are now tablets, some people accept payments through smart phones (Square registers), at the airport check in was done on tablets... any other examples?

FREE ACCOUNT

You can set up your free Evernote account at <https://evernote.com/>



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WEB CLIPPER

Making things easier...

Evernote Web Clipper installs in your browser and makes it easier to save anything you find online with a few clicks.

<https://evernote.com/webclipper/>



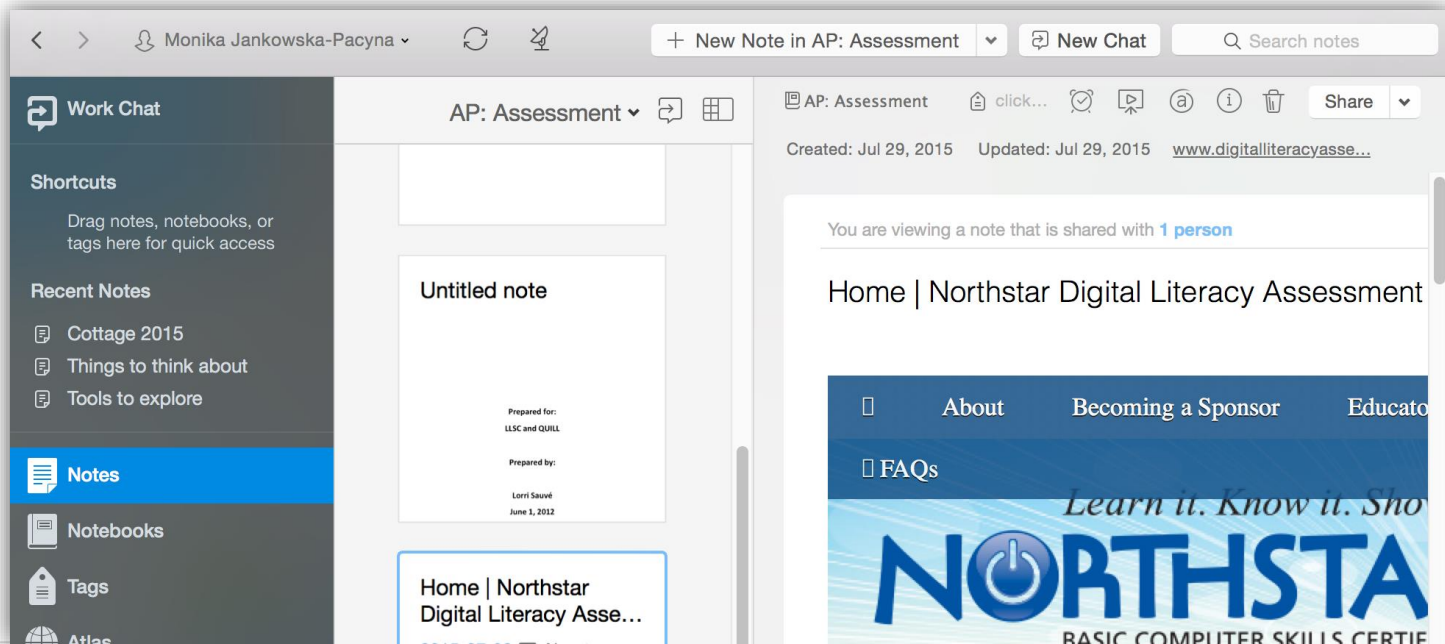
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DESKTOP VERSION

Making things easier...

Desktop version syncs with the online version and allows you to access content even if you don't have internet connection.

<https://evernote.com/download/>



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LET'S GO LIVE...

A closer look at...

- Web version of Evernote
- Notebooks and Notes
- Creating a Notebook
- Adding a Note – website link using a web clipper
- Adding a Note – uploading a document
- Sharing a Note
- Sharing a Notebook



GROUP DISCUSSION

1. Now that you have seen some examples, what would you want to save in Evernote?
2. What do you think about introducing this type of technology to your students?

Use Questions box to provide your comments or click on **Raise a hand** option and I will enable your microphone

THANK YOU AND YOUR FEEDBACK

What did you think about this session?
Your feedback:

<http://fluidsurveys.com/s/LLO-Evernote/>



UPCOMING WEBINAR

Tech Tuesdays: Reading and Writing with Google

Oct 20, 2015 at 3 pm ET

Our guest presenter Danielle Gignac, Resource Manager at Learning Disabilities Association of Windsor - Essex County, will demonstrate how to use online tools that will assist people with low-literacy skills to develop their digital reading and writing skills.

<http://webinars.alphaplus.ca>

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