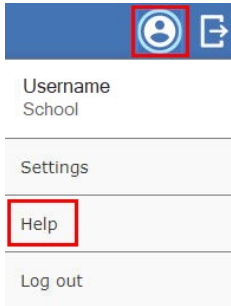


# **Wixie Workshop Kit: Introducing Wixie**

Tech4Learning, Inc

This kit contains resources to help you plan and implement a successful first workshop (taking a couple of hours) for teachers who are getting Wixie for the first time.

The kit includes a sample presentation, a presentation outline, ideas for hands-on tasks, play prompts to encourage exploration, handouts for use by teachers during and after the workshop, and a certificate for workshop participants.



The materials in this kit cover basic Wixie operations as a student and teacher. For more advanced features such as standards and assessment, use the Help option found under your Account icon in the upper right of the Wixie interface.

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## Preparing for the Workshop

Below are a few tasks we recommend you complete prior to the workshop.

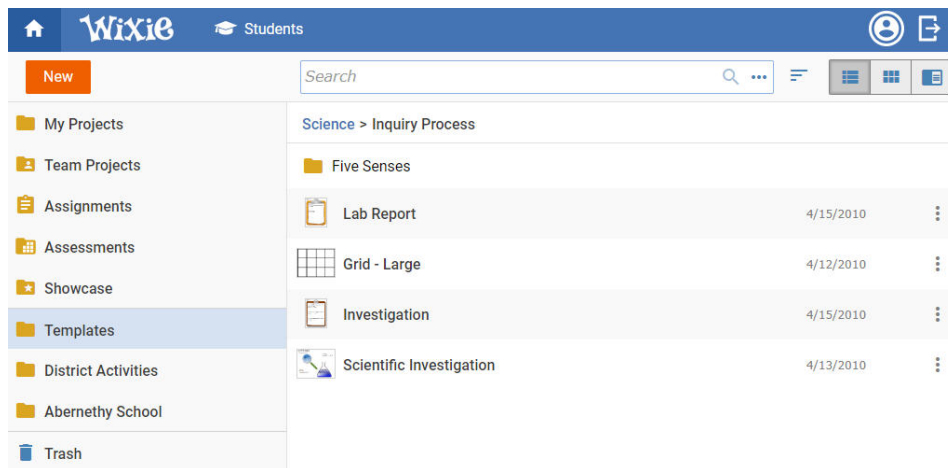
### Provision Wixie Accounts

If possible, have your teachers, students, and their associated classes provisioned before the training for an easier flow and start to your teacher training. If you can't provision student accounts, it is still a great idea to get teacher accounts created. Find more information on provisioning at: <http://bit.ly/provisioning-wixie>

### Populate Your Wixie Account with Activities and Samples

Before the workshop, log in to your teacher account and create a sample project or two so you can explore the Wixie student tool and create a high-quality example of the type of work you want to see students create in Wixie. You will find tutorials in the Wixie help or use the ideas in the included play prompts.

Explore the files in the Templates folder to get a sense of how teachers can use Wixie in the classroom for formative assessment and student project work. Open a few and customize for your site's need so you can show from your teacher home page and share with teachers. You may also want to ask a student to create a few samples in their account so you can demonstrate how to view, comment on, and evaluate student work.



If you have participated in a Wixie pilot, ask teachers to copy files they have created to your site's sharing folders (below Templates) or download student samples and email them to you.

### Test Devices

Log in to Wixie from one of the devices you will be using to test that the browser can run Wixie. If you will be using tablets, and do not want to access Wixie through a browser, make sure the Wixie app is installed.

### Prepare Handouts

Explore the sample handouts included in this document and choose the ones you want to print and/or share with teachers during the workshop. If you have all accounts created, print the log in information for students in each participating teacher's class.

## Presentation Ideas - Introducing Teachers to Wixie

Here are suggestions for things to say on each page of the Introduction to **Wixie Workshop Introductory Presentation**. View and present the file from: <http://bit.ly/introducing-wixie-to-teachers>

If you are combining an overview presentation with hands-on work, commit about one-third of the time to showing Wixie and two-thirds providing hands-on time for teachers to work with Wixie.

### Title page - Introduction

Share why you purchased Wixie and what it will help you accomplish, for example:

- Wixie is an online tool students can use to construct knowledge and communicate ideas.
  - *Explain how Wixie fits into your district goals for the integration of technology*
- Wixie helps students learn to articulate thoughts and ideas effectively using oral, written and nonverbal communication skills in a variety of forms and contexts.
  - *Explain how Wixie supports your vision for student learning, technology integration, parent connections.*

### Page 2-3 – Wixie supports student learning

What can students create with Wixie?

- With Wixie, students can use paint tools, text options, clip art, and voice recording to create projects like digital books, ePubs, and printed comics that showcase their content knowledge.
  - *Click examples to explore projects or simply talk about the types of things you expect to do.*
  - *Explain how students can make digital books, stories, printed comics, and more.*

### Pages 4-6 – Wixie supports effective instruction

Wixie is more than just a student tool.

- Teachers are connected to students and classes and can create and assign work, develop activities, create rubrics, and evaluate projects for these classes. For example, with Wixie, our teachers can:
  1. View student work, provide feedback, and manage progress.
  2. Create, assign, and share templates to support differentiated instruction.
  3. Create rubrics and checklists to evaluate student projects.

### Page 6 – Get Started – Transition to hands-on work with Wixie

While a quick overview can help you set the stage, teachers will get the most out of hands-on time. At this point, distribute log in information to teachers and have them get started on their computers, devices, or even their phones! Share how the process of logging in will be similar for students.

The following section includes ideas for hands-on work with Wixie.

## Ideas for Hands-on Work with Wixie

### Show how Wixie works for students (30 minutes)

- Log-in as a teacher
- At the teacher dashboard, click the **New** button to create a new Wixie project.
  - This is the application that students will be using.
- Click the **Templates** folder in the list on the left. Open the General folder and open the **Bio Poem** file.
  - *\*This is a fun first Wixie activity with students and a great ice-breaker for back-to-school.*
- Click the Clipboard icon on the tools panel to read the instructions.
- Double-click each text field to complete the poem.
- Click the **Image** button on the toolbar to find and add clip art images and photos to the page.
  - Explain how projects are automatically saved.
- Click the **Page** button on the toolbar to create a second page.
- Use the tools to illustrate a self-portrait on this page.
- Click the **Record** button (microphone) on the tools panel to record a message about yourself.
  - *This is a great time to talk about and learn how to set up microphones to record.*
- Click the **File** menu and explore Share, Download, and Print options.
  - Click share to have participants email their work to a colleague or share on social media.

### Show how Wixie works for teachers (30 minutes)

- Click the **Home** button to return to the teacher tools.
- Click the **Templates** folder and explore the other folders such as Language Arts and Math.
  - Wixie includes hundreds of templates teachers can assign or customize.
  - Provide time for teachers to explore activities and share samples they found appropriate to their specific students.
- Demonstrate how to assign an activity.
  - Choose a template, click the three dots to the right of it and choose **Assign**.
  - Demonstrate how to choose a start and end date and how to assign to an entire class or specific students.
- Click the **Students** button in the blue bar at the top.
  - Show educators how their students are connected to their account.
  - *You may want to have student work in your account to show.*
- Exploration Time.
  - Explore the play prompts in this document.
  - Explore activities and practice assigning activities to students.

### Getting started with students (10 minutes)

- There are suggested directions for getting students logged into Wixie at the end of this file. Print and share as appropriate.

### Share support resources (10 minutes)

- There is a list of resources at the end of this file. Print and share as appropriate.

### Questions and sharing (10 minutes)

# Appendix A: Wixie Play Prompts

# Who do you want to be today?



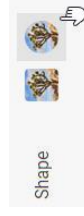
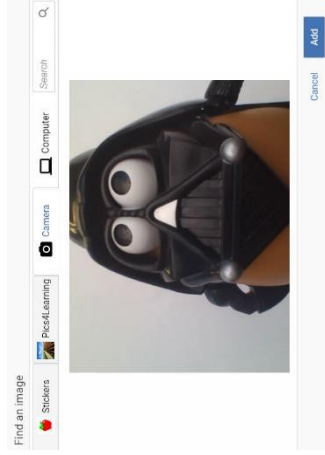
Wixie lets you easily capture your picture and place yourself in a far-off country, head back in time, or transform yourself into an animal!



Log in to Wixie and click the **New** button to create a new project.



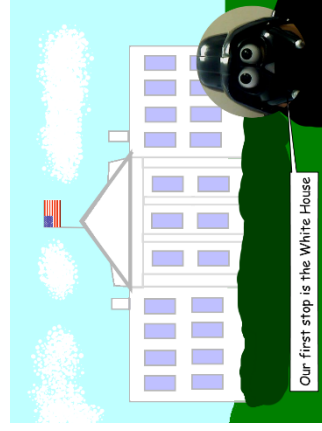
Click the **Image** button on the toolbar and the **Camera** tab on the image dialog. Click the **Add** button to capture your picture.



Click the **Shape** options after you have added the image to change it to a circle.

Use the **Tools** to add a historical costume, change yourself into an animal, or become a character in a book you are reading!

Click the **Text** tool on the toolbar to write a story about your new role.

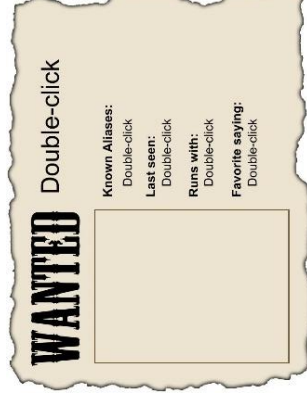


# Make a Wanted poster



You can use the *Wanted Poster template* in the activities to design your own *Wanted poster*.

Log in to Wixie and open the **Templates** folder on the left. Open the **General** folder and select a **Wanted Poster** template.



Decide who is wanted.

- An element on the periodic table?
- A food chain predator?
- The antagonist in a fable?



Use the **Image** button on the toolbar to add a picture or draw one using the tools on the right.

Double-click the text fields and add text to identify the known aliases, last seen location, known associates, and favorite saying!



## Trading card fun



## Create your own compare activity



Wixie lets you easily create trading cards by combining paint tools, stickers, and text and then printing in trading card format.

Trading cards are great for learning about famous people, new vocabulary words, characters in a story, and getting to know classmates at the beginning of the year.

Log in to Wixie and open the **Templates** folder from the list on the left. Open the **General** folder and select a trading card template.



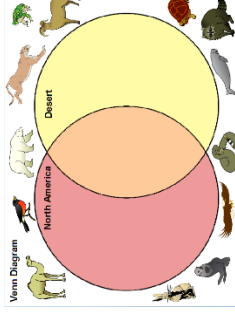
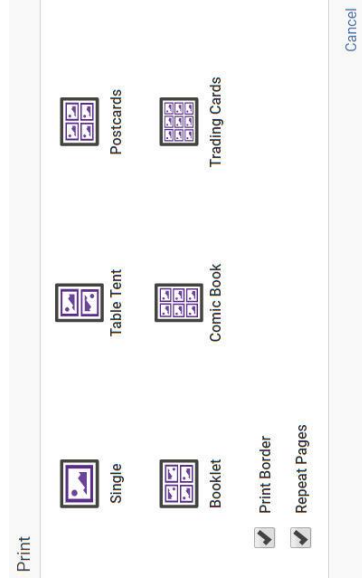
Use the **Image** button on the toolbar to add a picture or draw one using the tools on the right.



Double-click the text fields and add text or use the **Text** tool on the toolbar to add additional text boxes.

To print, go to the **File** menu and choose **Print**.

At the Print dialog, select **Repeat Page**, and the **Trading Cards** layout to print 9 copies of this page onto one piece of paper.



You can create your own activities in Wixie to use as formative assessments or to give direction and focus to student work.

Log in to Wixie and open the **Templates** folder. Open the **General** folder, the **Graphic Organizers** folder, and select the Venn diagram template.



Use the **Image** button on the toolbar to add pictures to the template.

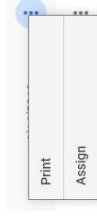


Use the **Text** tool on the toolbar to add blank text boxes for students to use. Type text in them if you want students to click and drag.

Click the **Instructions** button in the tools area to add instructions to the template.



Click the **Home** button to return to your projects list. Select the file in your list, click the three dots to the right and choose **Assign**.



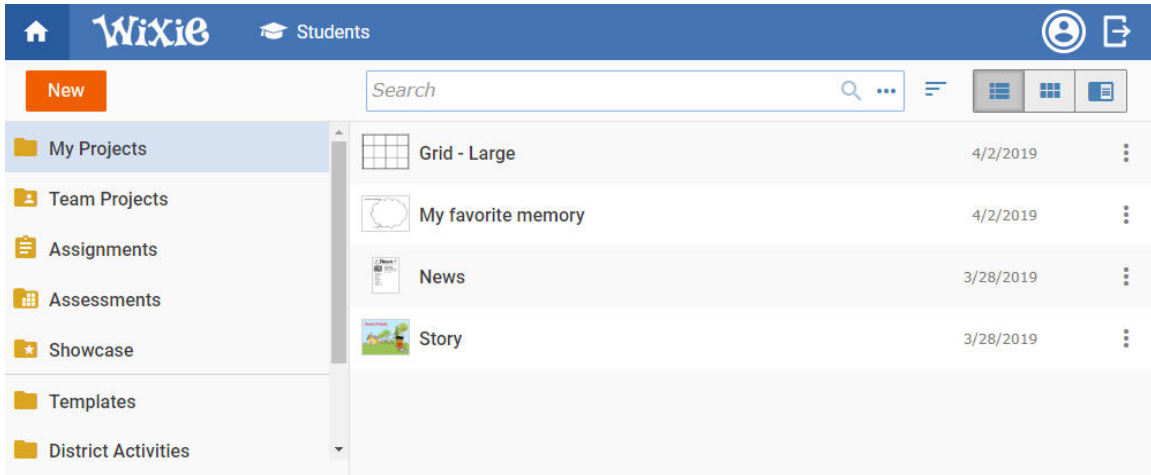
At the assign dialog, choose a start and end date for the assignment as well as which students will receive it. Students will see the assignment at the top of their Wixie dashboard when they log in.



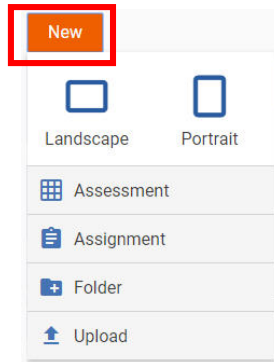
# Appendix B:

# Teacher Handouts

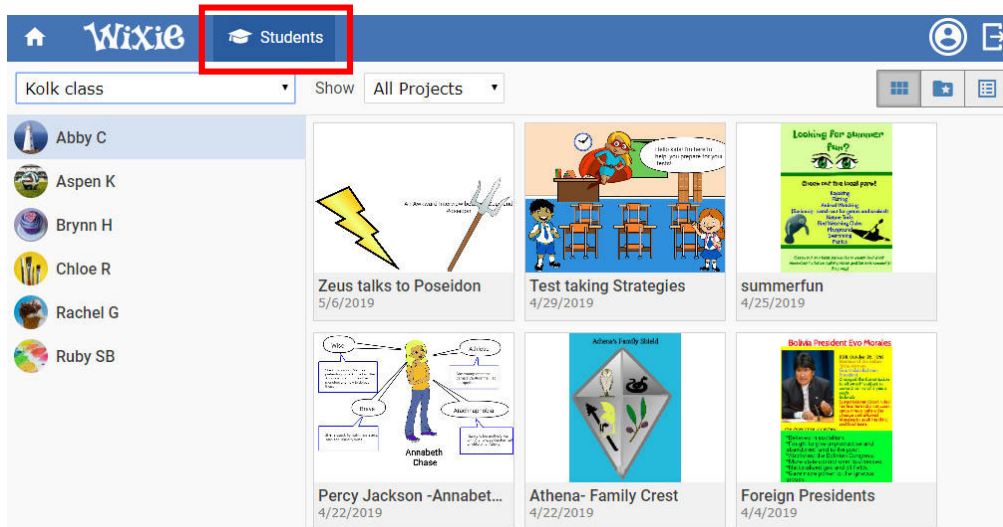
When you log in to your teacher account, you will arrive at the home page of your teacher dashboard. Your projects, assignments, activities, and assessments are now integrated into the list on the left.



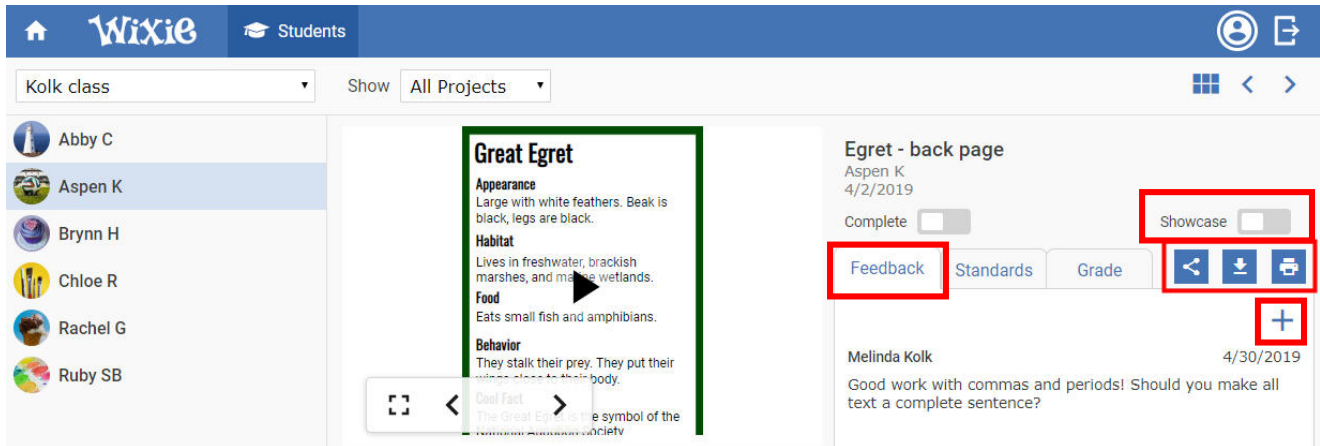
Click the **New** button to begin working on a blank project in either landscape or portrait orientation in Wixie. You can also use the **New** button to create folders to organize the projects you create.



Click the **Students** button to view, provide feedback, and assess student work.



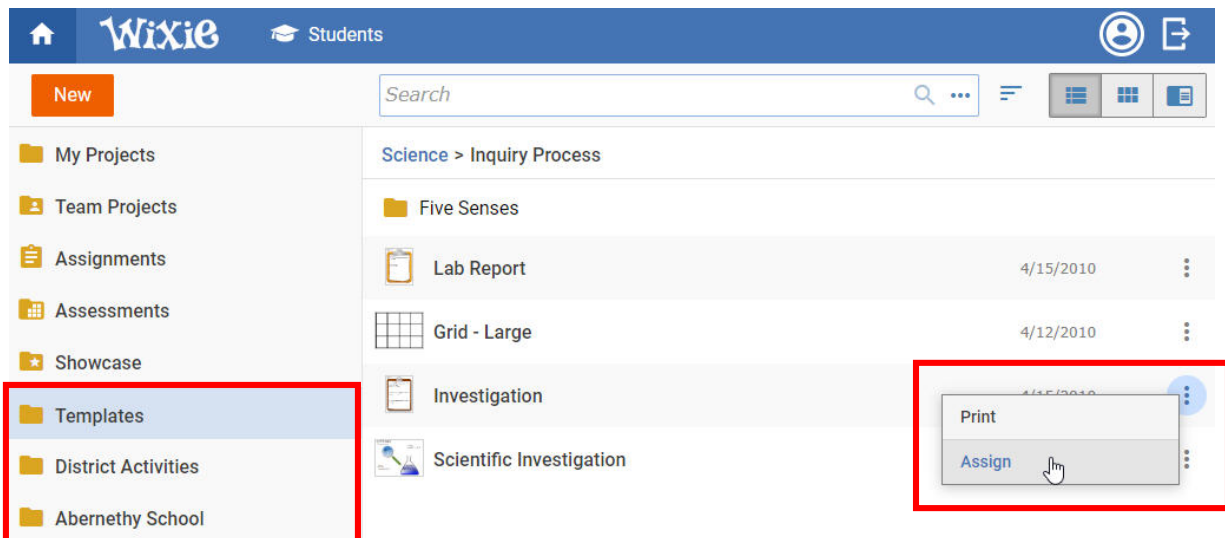
Select a specific project to view all of the pages. Click the **plus** button to provide feedback, drag the Showcase switch to add the project to your teacher Showcase, and use the buttons to share, download, or print the project.



Click the **Home** button to return to the main page of your Wixie teacher dashboard.



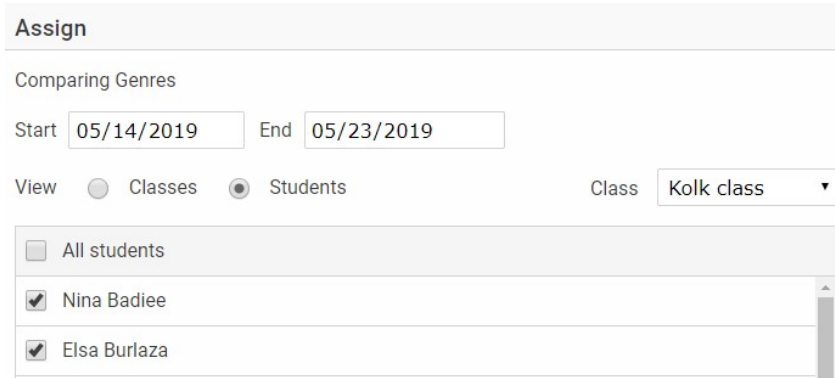
You can now access activities and templates in the folders at the bottom of the list on the new Wixie teacher dashboard.



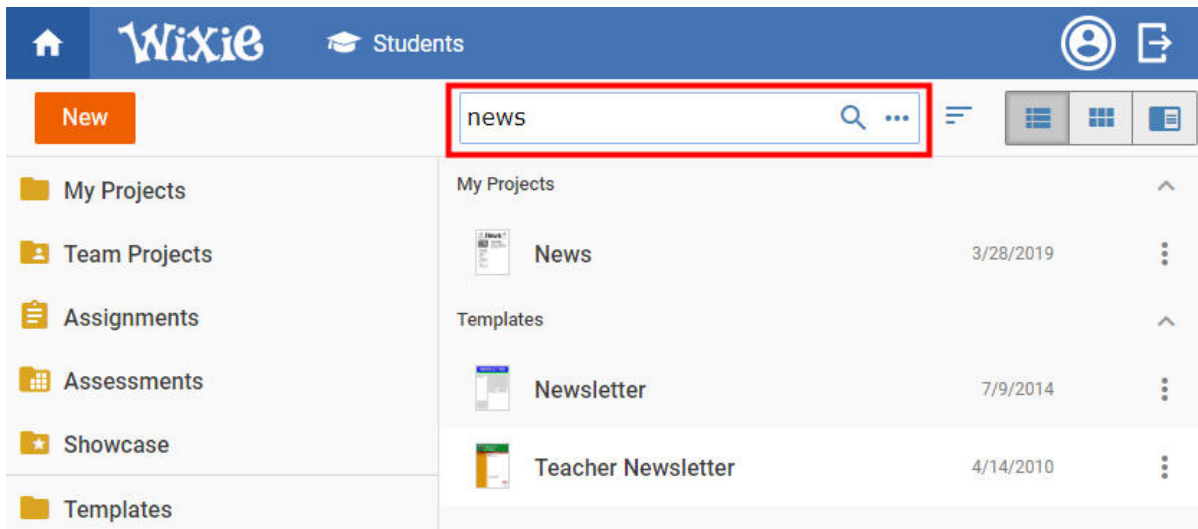
The **Templates** folder contains files from the Wixie curriculum library. The other folders show templates that have been shared at your school or district.

Browse the folders to find templates you want to use. Click the three dots to the right of a template to assign it to students.

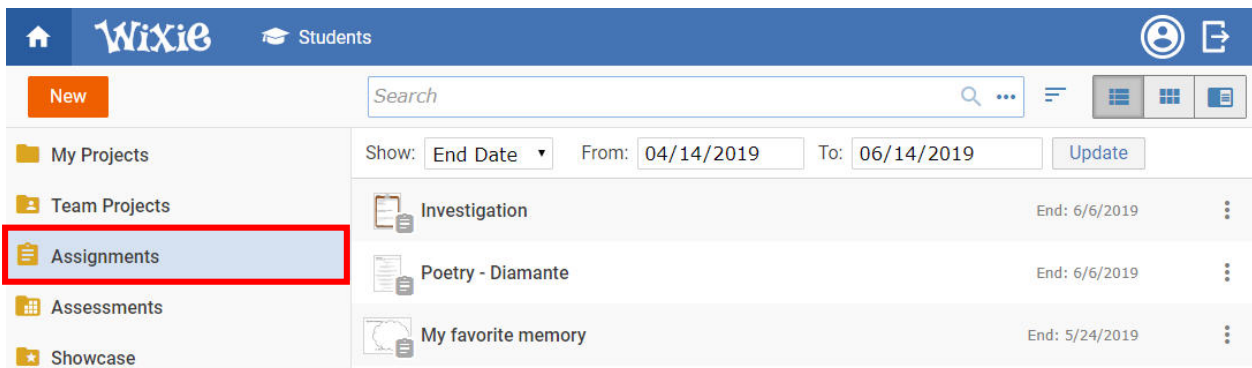
The assignments dialog works the same way it has in previous versions of Wixie.



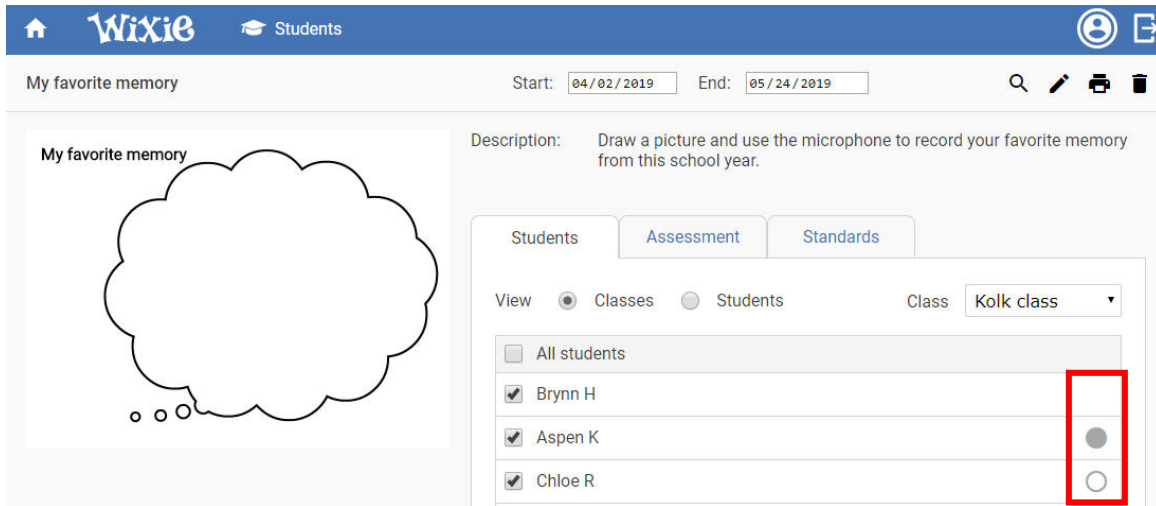
The search field at the top of the new teacher dashboard makes it easy to find projects you have created, as well as related templates in the Wixie templates and school/district template libraries.



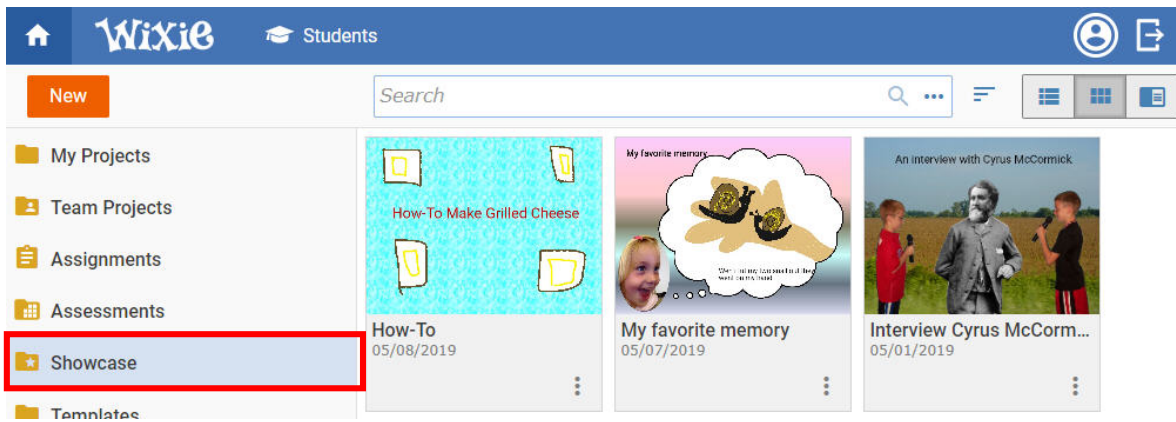
Use the **Assignments** folder to view work you have assigned to students.



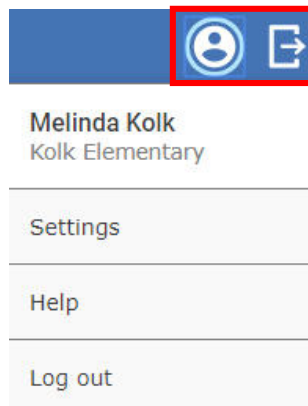
Click a specific assignment to see which students have started to work on it.



The **Showcase** folder displays the student projects you have chosen to highlight for a specific event or for use as a high-quality example. To add a project to this folder, use the Showcase switch when viewing a specific student project



Click the icons at the top right to adjust your Wixie account settings, access Wixie help, and log out.



## First Classroom Projects with Wixie

Here are some ideas for first Wixie projects that will help students get used to logging in, using the tools, and sharing their work.

### Getting Started with All About Me

Creating a project where you already know the content makes it much easier to learn a new technology tool. Before you begin, assign one of the All About Me templates to your students (Templates>All About Me)

In completing these projects, students learn to move between pages, use the paint tools, stickers, and type text into existing text boxes.



### More Ideas for First Projects

#### My Goals for This Year

Once students have used a template, they are ready to begin creating on their own. You can also assign a goals template from the Templates folder in Activities.

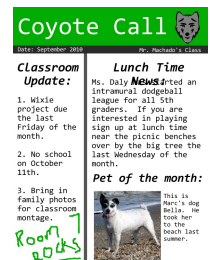
Have students create a one-page document that lists their goals for this school year. Students can add text boxes to identify their goals and add stickers to decorate.



#### My First Week of School

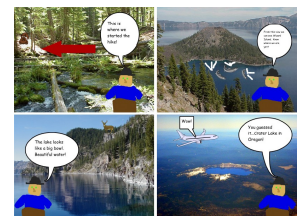
You can rotate the Wixie canvas to a portrait orientation, making it easy to envision printed documents.

After the first week of school, or the first week using Wixie, have students create a newsletter from the class to share with their families.



#### Vacation Snapshot

Wixie includes some fun print and image export options including comics and PDFs. Have students create four or six page in Wixie to retell a story or significant event from their summer vacation. Go to the File menu, choose Print, and select Postcard or comic to print all of the pages to one sheet of paper. Comics are a great way to implement Marzano's instructional strategies of non-linguistic representations and summarizing!



### Find more ideas at our blog!

<http://bit.ly/wixie-first-projects>

## Integration Support for Users

Teachers and students can find additional support resources in the app and teacher dashboard as well as through email and online resources.



### Wixie Help

Users can access help in the student tool by clicking the Wixie button and choosing Help.



### Wixie Curriculum Guides

Use these guides to successfully integrate Wixie into Common Core State Standards, Virginia SOLs, and Texas TEKS. There are also kits to support literacy, science, second-language learners, and more.

<https://static.wixie.com/guides/>



### Wixie by Tech4Learning: Facebook Fan Page

Receive updates about Wixie in your Facebook feed, as well as find and share student projects by “liking” the Wixie by Tech4Learning fan page on Facebook.

<https://www.facebook.com/WixiebyTech4Learning>



### Wixie Training Materials

This page includes links to:

- Curriculum guides
- Lesson plans
- YouTube how-to videos
- Sample projects
- Wixie tips emails

<https://static.wixie.com/training>



### Share Wixie Templates and Ideas

Visit the Trading Post to find teacher-created activities and samples for Wixie projects. Wixie can also open Pixie files, so you don't need to limit your searches and downloads.

<https://tradingpost.tech4learning.com>

# Appendix C: Workshop Certificate





This certifies that \_\_\_\_\_ has successfully completed introductory Wixie training and is ready to begin implementing Wixie into their classroom curriculum.

This workshop covered techniques for:

- Using the student tool in Wixie.
- Printing, publishing, and sharing Wixie files.
- Developing and assigning customized activities.
- Managing students in Wixie.

\_\_\_\_\_  
Instructor

\_\_\_\_\_  
Date



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