21 Things for 21st Century Educators

# Completion Checklist

*This checklist is a guide to help you plan your time and stay on track. Please use the* [*www.21things4teachers.net*](http://www.21things4teachers.net) *site and the webinars/recordings to fully understand the expectations and requirements for each activity and assignment.*

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| **Target Due Date** | **Tasks - Check When Completed** |
| **January 12** | **Session 1 Webinar: Thing 11- Content Area Tools & Thing 12 Interactives**   * 4:30-6:00 PM or recordings |
| **January 19** | **Thing 11- Content Area Tools**   * Select two separate audio and two video resources to enhance learning in your setting * Jot down your reflection notes about your search experience and describe which one you would use in your teaching and would recommend to a colleague * Give appropriate URL and credits and share with your notes in your Digital Portfolio * Share a podcast resource with your classroom or colleagues * Add their reaction(s) to your notes in your Digital Portfolio * Visit M.O.R.E., Michigan Learns Online and TWICE * Choose at least two activities * Copy and paste the URLs to the two sites and write a short synopsis in your Digital Portfolio of the activity and how you are going to use it to modify a lesson |
| **January 25** | **Thing 12- Interactives**   * Go to Google Earth or Google Maps * Type your address or locate a place of relevance in the “Fly to” or Direction Area * Put a placemark on it * Take a screenshot and paste into your Digital Portfolio * Create a set of flashcards in Quizlet * Have your students use them to practice vocabulary * Provide the URL to your flashcard set and describe how your students used them in the classroom and the SAMR model. * Submit this information to your Digital Portfolio * Review the sites listed under "Interactives for Classroom Content" OR the ones in the "Additional Resources" * Choose one or more that you would like to investigate further * Put the URL in your Digital Portfolio and explain how you would use this interactive in your classroom |
| **January 26** | **Session 2 Webinar: Thing 13- Digital Images & Thing 14- Powerful Presentations**   * 4:30-6:00 PM or recordings |
| **February 1** | **Thing 13- Digital Images**   * Create a talking Avatar that introduces yourself to your audience or presents content on your Face of Your Classroom site * Create your own background for your Voki using the editing tools you have learned in this "Thing" * Upload an image to a public photo-sharing site * Provide the link to the photo in your Digital Portfolio * Create a simple slideshow with PhotoPeach   + Find 3 or more copyright free images   + Use Fotoflexer to edit the photos and add special effects   + Include music in your slideshow * Embed or share the link to your PhotoPeach slideshow in your Digital Portfolio |
| **February 8** | **Thing 14- Powerful Presentations**   * Create a Prezi, Google Presentation or Blendspace for a content area you will be teaching   + Put curriculum standard in text box   + Insert several images and a video * Embed or hyperlink your presention in your Digital Portfolio * Write a reflection that explains how you plan to use your presentation in a classroom lesson and how it addresses SAMR and Best Practice * Create a rubric to go with your lesson * Post your reflection, lesson idea, and rubric in your Digital Portfolio with your presentation from your step one assignment |
| **February 8** | **Things 11-14 Submitted to** [**21things@oakland.k12.mi.us**](mailto:21things@oakland.k12.mi.us) |
| **February 9** | **Session 3 Webinar: Thing 15- Professional Learning Networks & Thing 16- Differentiated Instruction & UDL**   * Webinar 4:30-5:30 PM or recordings |
| **February 16** | **Professional Learning Networks**   * Build your PLN via a social network * Join and begin building your network * Follow 21Thing4Teacher Twitter Network #21things4 * Build your PLN via an educational organization   + Join MACUL   + Join at least one SIG * Browse the MACUL Journal for an article that has impact for your classroom * Share which SIG(s) you joined and which article you read and how it impacts your classroom * Check out the REMC Project Page * View at least one Connected Educator video * Share the name of the video you viewed and how you could apply it in your Digital Portfolio |
| **February 24** | **Thing 16- Differentiated Instruction & UDL**   * Read through the key elements of differentiation, take note of the elements you already use in your teaching to differentiate instruction * List or write a few paragraphs about these in your Digital Portfolio * Read the article from WestEd * Task-Identify something in the article to support a struggling learner in your classroom * Reflect in your Digital Portfolio what you found and how it will support struggling learners * Visit the Universal Design for Learning wiki * Locate a content area resource for your classroom * Reflect on how it will support teaching and learning in your classroom * Use a free text-to-audio recording to create a text-to-audio recording. * Capture a screenshot while you are creating the audio recording. * Include the screenshot in your Digital Portfolio along with a reflection of how this supports learners. |
| **February 25** | **Session 4 Webinar: Thing 17- Evaluation & Assessment and Thing 18- Dig the Data**   * Webinar 4:30-6:00 PM or recordings |
| **March 8** | **Thing 17- Evaluation & Assessment**   * Complete the Pre- and Post- FERPA/HIPAA Quiz * Reflect on what you learned from this experience and explain how it will impact your teaching * Revisit the demographic and achievement data we collect in education. Use the MISchoolData portal to answer how your building is meeting the learning needs of all learners. * Look at the different report categories and find one that shows a gap * Look at the snapshot and trend views. Select one view and take a screenshot * View the statewide results for the same criteria * Capture a screenshot of either the snapshot or trend view for the statewide results * Post both screenshots in your Digital Portfolio with a short paragraph explaining what the data shows * Create a survey or quiz that measures perception and process data * Have 5-10 students and/or peers take the survey/quiz * Capture a screenshot of the results * Post your questions in your Digital Portfolio and a screenshot of the results * Think of questions, surveys or pools to use throughout the school year to collect valuable information about the gap found (In #2) * Post at least 3-4 examples of questions, explain the type of data to be collected and how you plan to use it to change/improve instruction to address the gap |
| **March 15** | **Thing 18- Dig the Data**   * Dig deeper into the gap you identified in Thing-Evaluation & Assessment by gathering additional data * In the data spreadsheet- do a sort on the data * Use one or more formulas to summarize the data * Create a graph or chart from the information * Post your spreadsheet and charts into your Digital Portfolio with a brief observation of your findings * Use the perception or process data from the poll/survey you conducted in Thing-Evaluation & Assessment * Create one or more formulas to assist in analysis of the data * Sort the data * Create a graph or chart from the information * Explain how you might use spreadsheets and online survey/polling in the classroom and post into your Digital Portfolio |
| **March 15** | * **Things 15-18 Submitted to** [**21things@oakland.k12.mi.us**](mailto:21things@oakland.k12.mi.us) |
| **March 16** | **Session 5 Webinar: Thing 19- Digital Storytelling and Thing 20- Creating a Virtual Classroom**   * Webinar- 4:30-6:00 PM or recordings |
| **March 23** | **Thing 19- Digital Storytelling**   * Identify a content area or lesson you will be teaching in the coming month * Redefine or modify your lesson through a digital story * Create the storyboard * Use elements of a digital story to guide your work * Gather and organize your media * Create a short 2-3 minute digital story that includes:   + Title   + Content   + Copyright information   + Transitions with music * Post a URL link or embed your digital story on your Face of your Classroom site AND in your Digital Portfolio * Share your digital story with at least two peers and one or more students for feedback * Use a sound recording tool to explain how your digital story redefined or modified learning in your classroom to help meet multiple means of expression, content and technology standards. * Embed or link the URL of your recording into your Digital Portfolio |
| **March 30** | **Thing 20- Creating a Virtual Classroom**   * Decide on a short lesson (One of the 21 Things or your content area) * Storyboard your lesson * Record the lesson from your computer screen (5 minute limit) * Embed your video or post the URL link to your Face of Your Classroom site. * Include the link in your Digital Portfolio * Show your screencast to a peer or student for feedback. * Reflect on the strengths or weaknesses of your screencast, as well, as how the concept supported and strategize on how to improve for the next recording. * Post your reflection in your Digitial Portfolio. |
| **March 31** | **Session 6 Webinar: Thing 21 – Emerging Technologies and Capstone Project**   * Webinar - 4:30-6:00 PM or recordings |
| **April 10** | **Emerging Technologies**   * Visit the First Steps site * Pick a story or blog post with an activity to use in your classroom * Post a brief synopsis in your Digital Portfolio along with a direct link to the original story or blog post * Review the 5 emerging technology tools * Summarize in your Digital Portfolio how they might impact your students * Describe at least one idea you could implement in your teaching practice from one of these tools. * Share any other emerging technology (next 5 years) you are aware of that could be used in the classroom in your Digital Portfolio * Identify pros, cons and considerations of implementing BYOD in your school * State your opinion on implementing BYOD in your school and defend your position in your Digital Portfolio |
| **April 26** | **Capstone Project - Digital Artifact, Lesson Plan and/or Video**   * Choose project type * Plan project * Gather and organize artifacts for project * Create project * Get feedback from peers and make any necessary revisions * Post project to your Digital Portfolio * Post a brief reflection on the creation of your project and the 21 Things for 21st Century Educators course. |
| **April 26** | * **Things 19-21 and Capstone Submitted to** [**21things@oakland.k12.mi.us**](mailto:21things@oakland.k12.mi.us) |
| **April 29** | * **SCECH Paperwork and Check submitted** |
|  | * **Celebrate!!! You did it!!** |