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
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| **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
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| **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
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| **January 26** | **Session 2 Webinar: Thing 13- Digital Images & Thing 14- Powerful Presentations*** 4:30-6:00 PM or recordings
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| **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
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| **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
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| **February 8** | **Things 11-14 Submitted to** **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
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| **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
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| **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.
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| **February 25** | **Session 4 Webinar: Thing 17- Evaluation & Assessment and Thing 18- Dig the Data*** Webinar 4:30-6:00 PM or recordings
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| **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
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| **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
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| **March 15** | * **Things 15-18 Submitted to** **21things@oakland.k12.mi.us**
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| **March 16** | **Session 5 Webinar: Thing 19- Digital Storytelling and Thing 20- Creating a Virtual Classroom*** Webinar- 4:30-6:00 PM or recordings
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| **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
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| **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.
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| **March 31** | **Session 6 Webinar: Thing 21 – Emerging Technologies and Capstone Project*** Webinar - 4:30-6:00 PM or recordings
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| **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
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| **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.
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| **April 26** | * **Things 19-21 and Capstone Submitted to** **21things@oakland.k12.mi.us**
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| **April 29** | * **SCECH Paperwork and Check submitted**
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|  | * **Celebrate!!! You did it!!**
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