

Teacher Guide to *Into the Book* Student Web Site: General Tips

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Technical tips

- To use the interactives, you will need:
 - Windows or Macintosh computer
 - Fast Internet connection (most school networks are fast enough)
 - Recent browser such as Internet Explorer, Firefox, or Safari
 - Flash 8 or above (download free from www.adobe.com)
 - Audio speakers or headphones
- Make sure you record each student's login the first time you use the student Web site. The login consists of the student's first name and a number. Logins will also appear on the bookmark students may print at the end of each activity. The login is used to track student progress and save student work.
- When a strategy has been completed, its icon will change and the strategy name will appear on the student home page. For strategies with multiple texts or stories, the icon will change when at least one story has been completed. Students may still re-enter the strategy to repeat or complete additional activities.
- If students click "Save" before they exit an activity, their work will be saved and they can begin where they left off the next time they log in. **Always remind students to save before they log off!**
- Some activities have work products that can be printed or e-mailed. **Always remind students to print or e-mail their work when they have finished an activity if you wish to keep it.**
- **Important Note:** some spam filters may block these e-mails since they appear to be automatically generated. Ask your network administrator to allow e-mail from *ecb.org* and *ecb.state.wi.us*. Check your spam or junk folder if you do not receive these e-mails.
- You may press "Audio off" at any time to turn off audio instructions, music and sound effects. Press "Audio on" to re-start the sound.
- You may click "Help" at any time during the interactive for additional instructions.
- If students get "stuck," it is usually because:
 - they need to click one of the orange buttons to continue, or
 - they need to finish a part of the activity, so a button will appear.
- If the audio, video or animations are jerky, it is probably because the processor speed of your computer is slow (older computers) or your school's network is slow or overloaded.
- If students are working in a lab, we suggest watching the video together on one computer before starting. If all students click on "Watch Video" at the same time on separate computers it will be very slow.
- Headphones are useful because of the amount of audio in the activities. You can get inexpensive headphone splitters (also known as cord splitters), which will allow two students to use the same computer with two sets of headphones.

- Maximize your browser window (make it fill up the whole screen) so that the graphics and text in the activities are easier to read. Some browsers add a column of “favorites” at the side of the window which you can close to increase your viewing area.
- If you can't see the whole screen of the interactive, check that your screen resolution is set to 800 x 600 pixels or greater. (*Windows: Control Panel - Display - Settings. Mac: System preferences - Hardware - Display*)

Instructional tips

- Be sure to discuss the activity after students have completed it. The follow-up discussion can be just as valuable as the activity itself. The computer is just a tool; you are the one who does the teaching!
- At the end of each activity, students can print out a bookmark:
 - Color it and glue to cardboard to make a more lasting bookmark;
 - Keep as a reminder to use the strategy while reading;
 - Collect them all and make a collage to take home and show parents how strategic readers think;
 - Use it to remember student logins - login appears on each bookmark.
- For many activities, a record of student work will be printed below the bookmark. Use this printout to discuss the activity in class, for assessment, or for student portfolios.
- For some activities, students may e-mail their work. Students may e-mail their work to parents for a home-school connection, or e-mail it to you so you can view electronically.
- We have provided audio for all instructions in the interactives. However, if you prefer your students to read the instructions without aid, use the “Audio Off” button.
- We have also provided audio for long texts within the activities, so that all students can practice the strategies regardless of reading level. This audio will only play if students click the “Play” button at the bottom of that text. You may instruct students not to listen if you choose.
- Consider having students work in pairs. Discussing answers and verbalizing their thinking helps most students learn more from the activities. You may also wish to pair students who are more familiar with computers with those who are less comfortable.
- You'll find that your students will practice lots of technology literacy skills while using these activities; give yourself credit for meeting some other standards while you're at it!
- The best preparation is to try the activity yourself. Once you have seen it, you'll come up with lots of ideas of your own for follow-up discussions and activities.