

## Classroom Suite 4 (Win/Mac) v.4.1

### Making a 2 Choice Early Learning Activity

#### Introduction

Classroom Suite 4 has many ready-made Early Learning Templates that can be customized to suit the needs of students who need access support or are cognitively disabled. The activity templates can be customized to support Prescribed Learning Outcomes of grades and subjects. This allows all students to participate in classroom curriculum.

This tutorial assumes...

- The Classroom Suite 4 program is installed on your computer.
- The program is open on your computer.
- You are logged into the program as an Administrator.
- You know how to search the Template folder and locate templates.

#### Learning Objectives

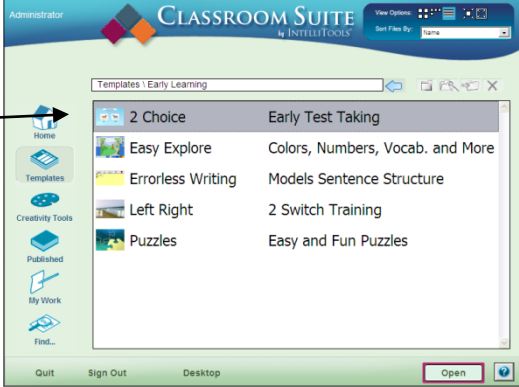
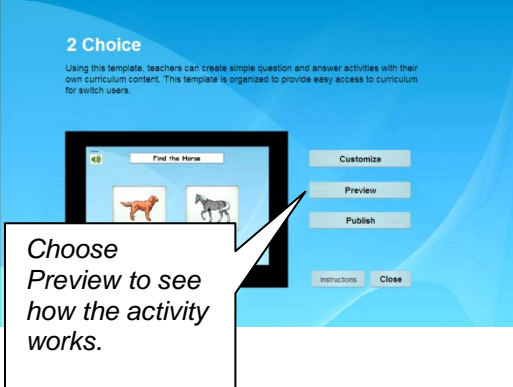
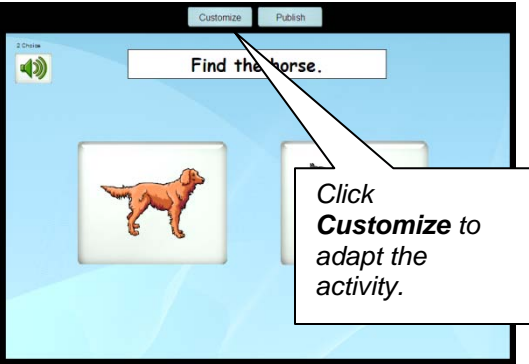
Completion of this tutorial will give you experience with the following:

- Locating and opening a template.
- How to customize an existing template.
- How to use images saved on the computer.
- How to publish the activity.

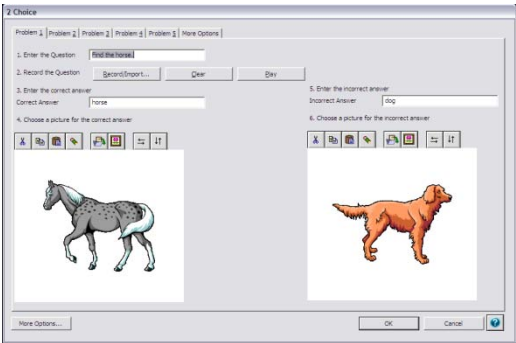
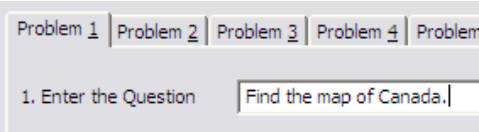
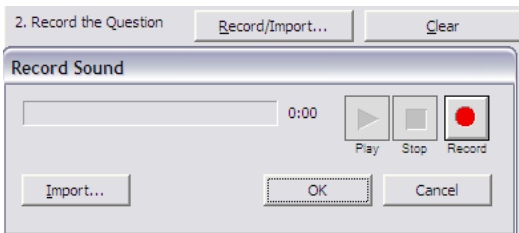

#### Case Study

Savannah is a grade 1 student with Cerebral Palsy who is an early learner and a user of Intelliswitch and scanning. She is learning about Canadian symbols as part of the grade curriculum. The class is working on identifying the Canadian symbols that they have read about in class. Her teacher has created a Two-Choice activity using images that support the theme. Savannah is able to participate in the curriculum using her Intelliswitch interface and switch to choose the correct symbol.

## Open the Template

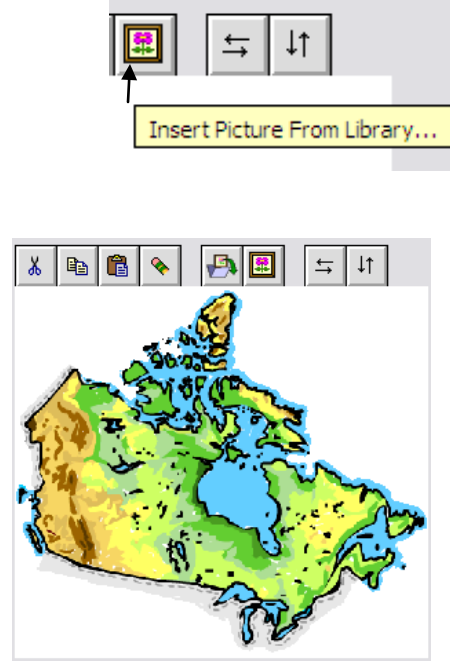
<p>1</p>	<p>Open the <b>Early Learning</b> folder and locate the <b>2 Choice</b> template in the list.</p> <p>Double-click on the <b>2 Choice</b> to open the template.</p>	 <p>The screenshot shows the Classroom Suite interface. On the left is a navigation menu with icons for Home, Templates, Creativity Tools, Published, My Work, and Find... The main area displays a list of templates under the heading 'Templates \ Early Learning'. The '2 Choice' template is highlighted. Other templates listed include 'Easy Explore', 'Errorless Writing', 'Left Right', 'Puzzles', 'Early Test Taking', 'Colors, Numbers, Vocab. and More', 'Models Sentence Structure', '2 Switch Training', and 'Easy and Fun Puzzles'. At the bottom right, there is an 'Open' button.</p>
<p>2</p>	<p>Try the activity to see how it works.</p> <p>Click on <b>Preview</b> to open the activity in preview mode and try it out.</p>	 <p>The screenshot shows the '2 Choice' activity preview screen. It has a blue background and contains a central image of a dog and a horse. Below the image are buttons for 'Customize', 'Preview', and 'Publish'. A callout box with a white background and black border points to the 'Preview' button, containing the text: 'Choose Preview to see how the activity works.'</p>
<p>3</p>	<p>After previewing, click <b>Customize</b> to adapt the activity to the curricular needs of your student.</p>	 <p>The screenshot shows the '2 Choice' activity in customize mode. The central image now shows a dog. Above the image is a text box containing the text 'Find the horse.'. At the top of the screen are buttons for 'Customize' and 'Publish'. A callout box with a white background and black border points to the 'Customize' button, containing the text: 'Click Customize to adapt the activity.'</p>

## Add the Problems

<p>1</p>	<p>The 2 Choice dialogue box appears. Notice that the activity consists of 5 problems. Take a minute to write out the 5 questions for the activity. Think of your student's curriculum, a current event, or a holiday. For this example, we'll create a Canada Symbols activity for a student in grade 1. These are the problems:</p> <ol style="list-style-type: none"> <li>1. Find the map of Canada.</li> <li>2. Find the maple leaf.</li> <li>3. Find the Canadian flag.</li> <li>4. Find the maple tree.</li> <li>5. Find the Coat of Arms.</li> </ol> <p>Then follow the steps below to create your activity.</p>	
<p>2</p>	<p>1. Enter the first problem: Find the map of Canada.</p>	
<p>3</p>	<p>2. (Optional) If you have a microphone connected to your computer, click <b>Record/Import</b> to record your voice reading the question. If you don't have a microphone available, leave this and the problem will be read using computerized voice.</p>	
<p>4</p>	<p>3. Enter the <b>Correct Answer</b> in the field provided.</p> <p>Optional: To create an activity with just pictures showing, (and no names,) go to the <b>More Options</b> tab and <b>uncheck Show Text Labels</b>.</p>	

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4. Now you can add a picture for the correct answer.
- Click the **Insert Picture from Library** icon to add a graphic from the Classroom Suite Library.



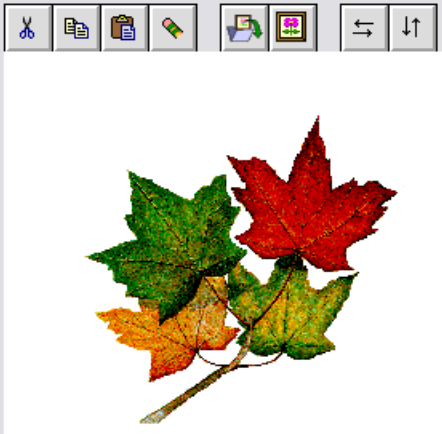
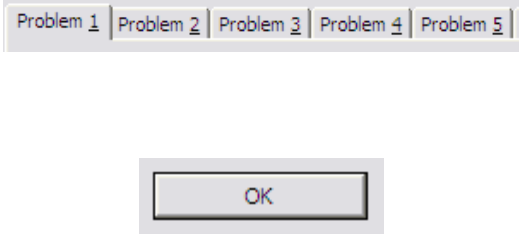

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If you are unable to locate a preferred image, you can insert one from a folder of images you've saved on your computer. It is a good idea to do a web search and locate the images you need beforehand. **Right-click on the image and select Save Picture As...** Save them in a folder that you can easily locate.

- (To locate some Canadian symbols:
- <http://www.pch.gc.ca/pgm/ceem-cced/symb/index-eng.cfm>
  - [http://en.wikipedia.org/wiki/National\\_symbols\\_of\\_Canada](http://en.wikipedia.org/wiki/National_symbols_of_Canada) )

Click the **Insert Picture from File** icon to browse to your folder of images and add one of your saved pictures.



7	<p>5. Enter the <b>Incorrect Answer</b> in the field provided.</p> <p>6. Choose a picture for the incorrect answer.</p>	<p>5. Enter the incorrect answer</p> <p>Incorrect Answer <input type="text" value="maple leaf"/></p> <p>6. Choose a picture for the incorrect answer</p> 
8	<p>Now add the other problems. Use the <b>Problem tabs</b> along the top of the dialogue box to move to each problem panel. Repeat the above steps.</p> <p>Click <b>OK</b> when you are done to close the dialog box.</p>	
9	<p>Your activity will appear and you can try it out. If you need to make changes, click <b>Customize</b> to return to the dialogue box.</p>	

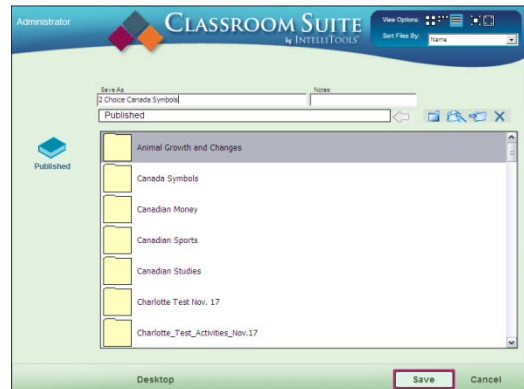
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If you are satisfied with the activity, click **Publish**.

This will open the **Published Activities** folder.

In the **Save As** field adjust the name of the activity to reflect the contents; in this case **2 Choice Canada Symbols**.

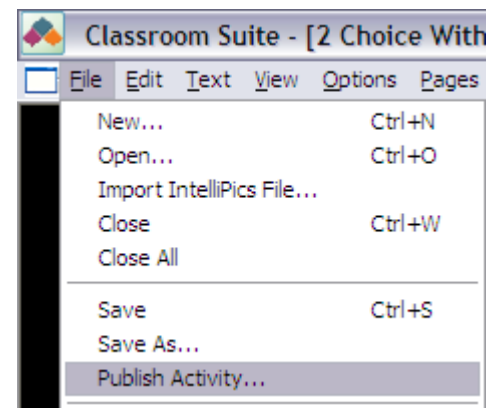
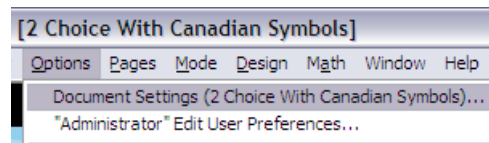
Then click **Save** to save the activity. This makes it available for your student to choose or for assigning to your student.



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**To fix an error in a published activity,** follow these steps:

1. Open the activity as an Administrator.
2. In the top menu, select **Options** > **Document Settings**
3. The Customize Panel will open.
4. Make your changes and click OK.
5. Go to **File** > **Publish Activity** and save your activity with the same name. When prompted, choose to replace the activity.



Tip...

Keeping Your Published Activities Organized...

Within the Published Folder area, create folders for your curricular areas such as Science, Socials, Math, etc. Save your published activities into these folders.