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SMARTBoard Notebook Software v.11.3.857

Plenary Circle Review Activity on the SMARTBoard

Introduction

At the end of a lesson or unit, educators often find it helpful to bring students back together to summarize and share their learning (A Plenary). The Plenary Circle is an activity that can be used for a summative reviewing vocabulary and concepts that works well on the SMARTBoard for a diverse class of students. The activity tends to be self-differentiating because students will choose vocabulary and volunteer concepts they know while learning from others. In constructing the activity, you can further differentiate by adding colour-coding and/or picture support.

Learning Objectives

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

- Adding text boxes to the Notebook page.
- Changing text attributes such as font and size.
- Adding and changing circle attributes such as colour and border.
- Adding pictures and using the group feature to combine objects on the Notebook page.
- Using the Lock in Place and Lock and Allow Move settings.
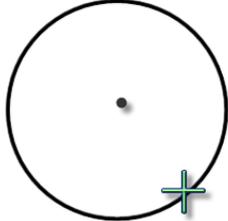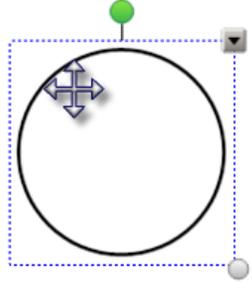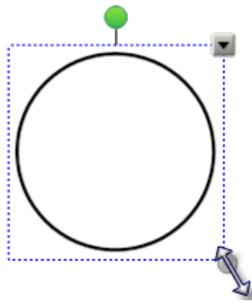- Cloning and renaming Notebook pages.
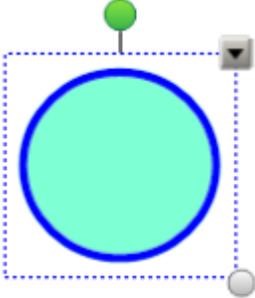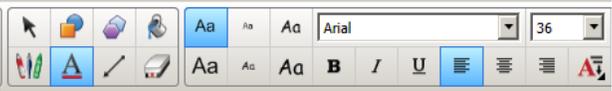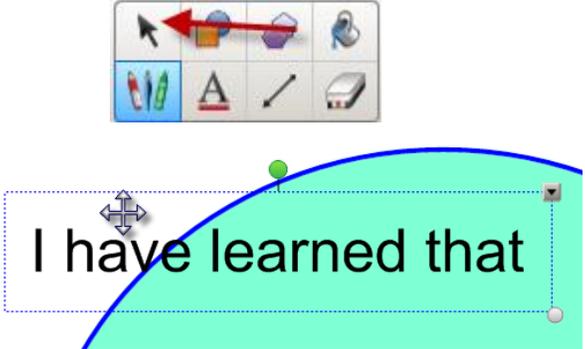
This tutorial assumes…

- The SMARTBoard Notebook software is installed on your computer.
- You are creating the activity mostly on your computer rather than at the SMARTBoard although it can be done both ways
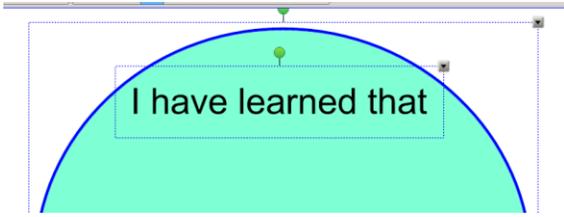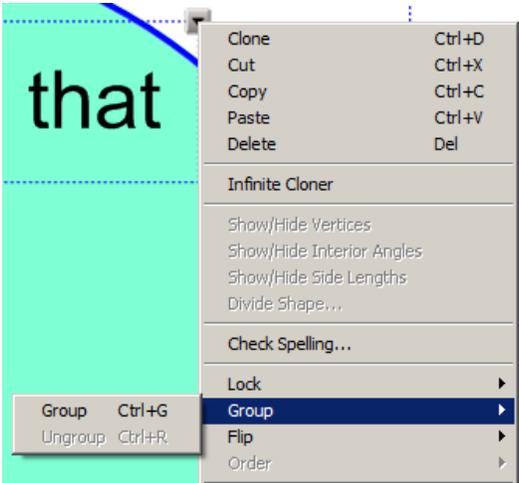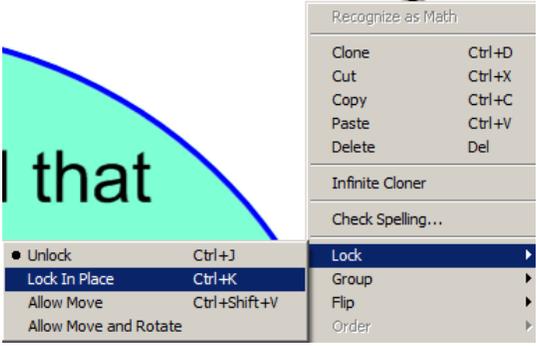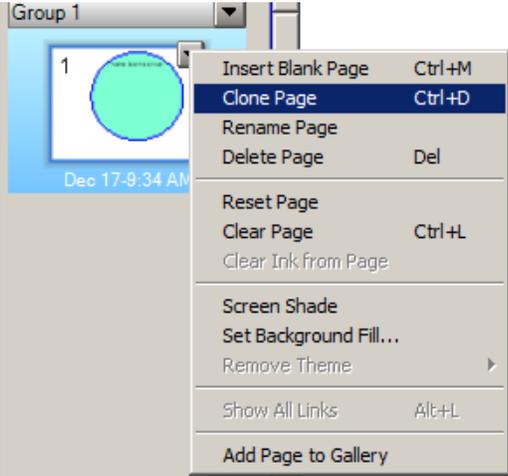
Case Study

Daniel is a high school science teacher who has a very diverse class. He is looking for a way to review vocabulary and concepts that will enable all students to participate. He would also like to make more use of the new SMARTBoard in his class.
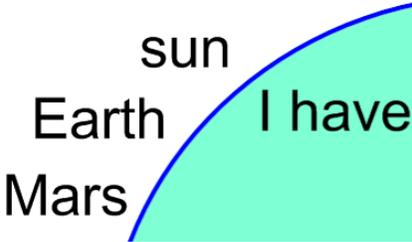
Step 1: Creating the Plenary Circle Background

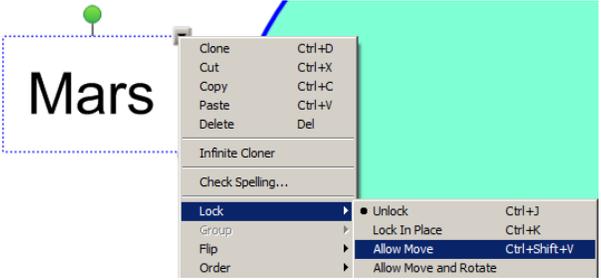|		
1	First, we are going to create a large circle using the shape tool. Click the **Shapes** Icon on the Toolbar to see your shape choices. Click the **Circle** Shape.	
2	**Hover** the mouse cursor on the Notebook page and a + will appear. Position this + in the middle of the page as the circle will expand from the centre. **Click and hold down the left mouse** button and **drag** away from the centre to draw the circle. **Release** the mouse button when you are finished.	
3	To move the circle to a different location, **click the circle.** When the crosshairs appear, **hold down the left mouse button** and **drag** the circle to a new location.	
4	To resize the circle, **click the circle** to select it. Then **hover** the mouse cursor over the lower right hand corner of the selection box. When the double arrow appears, **hold down the left mouse** button and **drag** the corner diagonally to make the circle larger or smaller.	

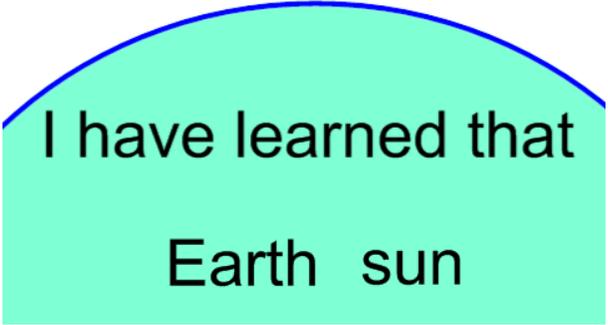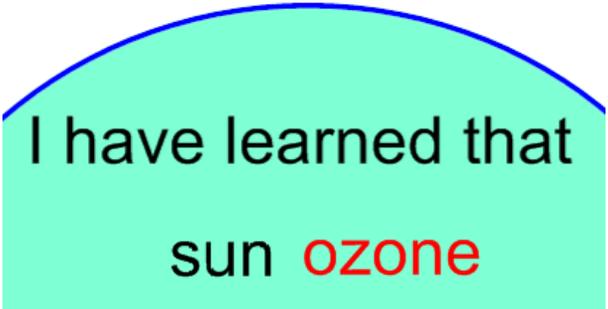|		
5	Change the colour of the outside circle and/or the fill colour. **Click the arrow** on the Colour Tool to see your choices for Fill Colour and Line Colour.	
6	Choose a darker colour for the outside line and a lighter colour for the inside fill. *Tip: It's fun to select colours which match your themes but ensure that the words students drag to the centre will still be visible.*	
7	To create the sentence stem "I have learned that…" **Click the Text Tool** icon to display and adjust your choice of text properties such as font and size.	
8	**Click inside the circle** to create a text box and type "I have learned that"	I have learned that
9	To exit Text Mode **click the Select** icon on the toolbar. To move the Text Box to a different location, **click the Text Box**. When the crosshairs appear, **hold down the left mouse button** and **drag** the Text Box to a new location.	I have learned that

10	Group the text box and circle. To do this **hold down the left mouse button** and **drag** over both the text box and the circle until both are selected. Then **release** the **mouse button**.	
11	**Click** either of the **arrows** in the upper right hand corner and choose **Group** from the drop-down menu. This will cause the two objects to now function as a single object. *Tip: After you have grouped objects, you have to ungroup them if you want to make changes to either.*	
12	Lock the group in place. To do this, **Click the arrow** again and choose **Lock in Place**. This will prevent the background circle from moving accidentally during the activity.	

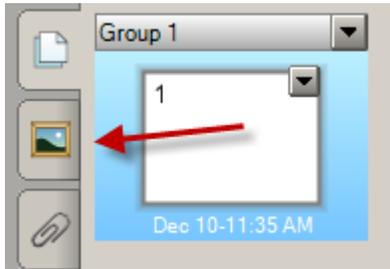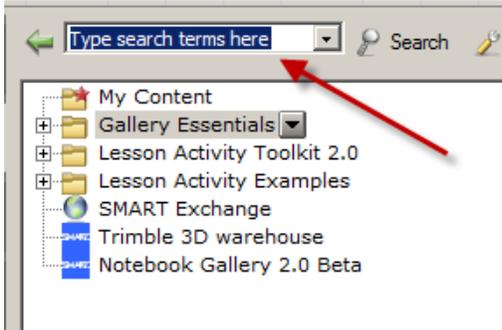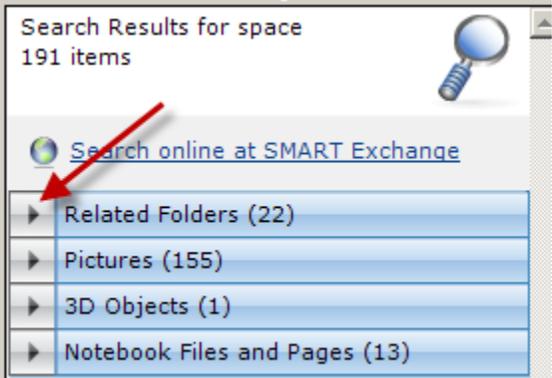|		
13	*Optional Action:* At this point, you may want to duplicate the page, especially if you plan to use Plenary Circles often. This will save you having to re-create the circle background for your next activity. In Page View, **click the arrow** in the top right-hand corner of the Page Thumbnail. Choose **Clone Page** from the drop-down menu. You can also rename new pages at this time using **rename** from the menu.	

Step 2: Adding the Vocabulary to be Reviewed

1	To add text, **Click the Text Tool** icon to display and adjust your choice of text properties such as font and size. *Lesson Variation: You could brainstorm words with your class using the Pen Tool. However, it's more likely that you will create this activity in advance on your computer.*	
2	Use the white space outside the circle and type a vocabulary word that you want to use in your review. Repeat until you have created all of your vocabulary words on the page.	

3	*Lesson Variation: Colour code the words when you are making the activity. Then you can ask certain students to select words of a particular colour.* **Click the arrow** *on the Colour Icon to display and adjust your colour choices.*	
4	*Tip: Ensure students avoid Text Edit Mode.* **Click the arrow** *in the top right-hand corner of each word and from the drop-down menu, select* **Lock** *and* **Allow Move**. *This allows the item to be moved on the screen without activating text editing.* Again, don't forget to **Save** your activity!	

Step 3: Using the Activity

1	To use the activity, students drag two words into the circle and use them in a sentence. For example, "I have learned that Earth is the third planet from the sun." or "I have learned that Earth gets heat and light from the sun." *Tip: Give students several minutes of thinking time before they begin working at the SMARTBoard.*	
2	*Lesson variations:* 1. *Using colour to differentiate word groups.* 2. *Students work in pairs.* 3. *Leave one of the words in place so that it must be used by the next student.* 4. *Students could also use 3 words instead of 2.* 5. *Students can record their sentences.*	

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Step 4: Optional: Adding Picture Support to the Activity

1	Add picture supports to some or all of your words by grouping a picture with a text box to make the lesson more accessible. Open the **Notebook Gallery** by selecting the icon that looks like a picture frame.	
2	**Type a key word** in the search field to quickly locate a picture or folder of pictures.	
3	**Click the arrow** on the left to see your choices for each category returned by the search. The numbers indicate the number of items found.	

4	Select a picture from the Gallery, **click** and **hold the left mouse button down** and **drag** it onto the Notebook page.	
5	To include a internet picture, **right-mouse click** the picture on the webpage, and choose **Copy** from the context menu that opens. Return to Notebook and **right-mouse click** on the blank Notebook page and choose **Paste** to insert the picture.	
6	Re-size the picture once it has been inserted. Group the text and the pictures if desired (see instruction above for grouping and sizing)	
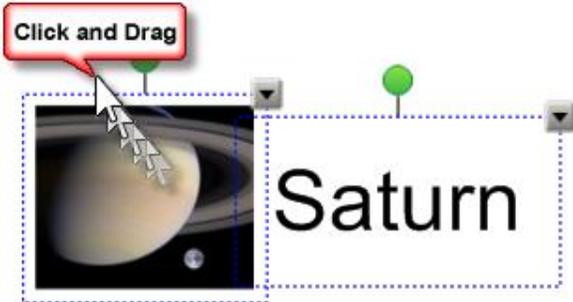
💡 Tip…

To learn about the Plenary Circle method and view a video made by Danny Nicholson for a biology lesson Plenary, see http://www.whiteboardblog.co.uk/2008/01/the-plenary-circle/