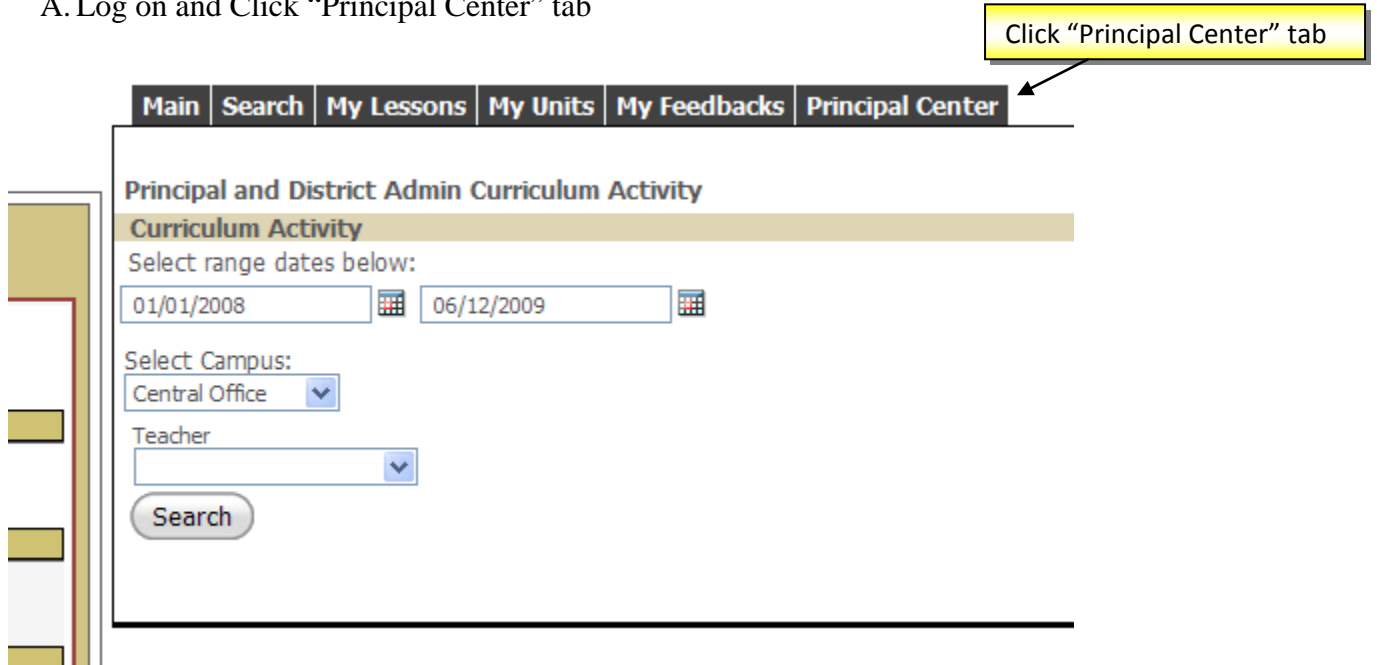


## Principal's Section Enhancements:

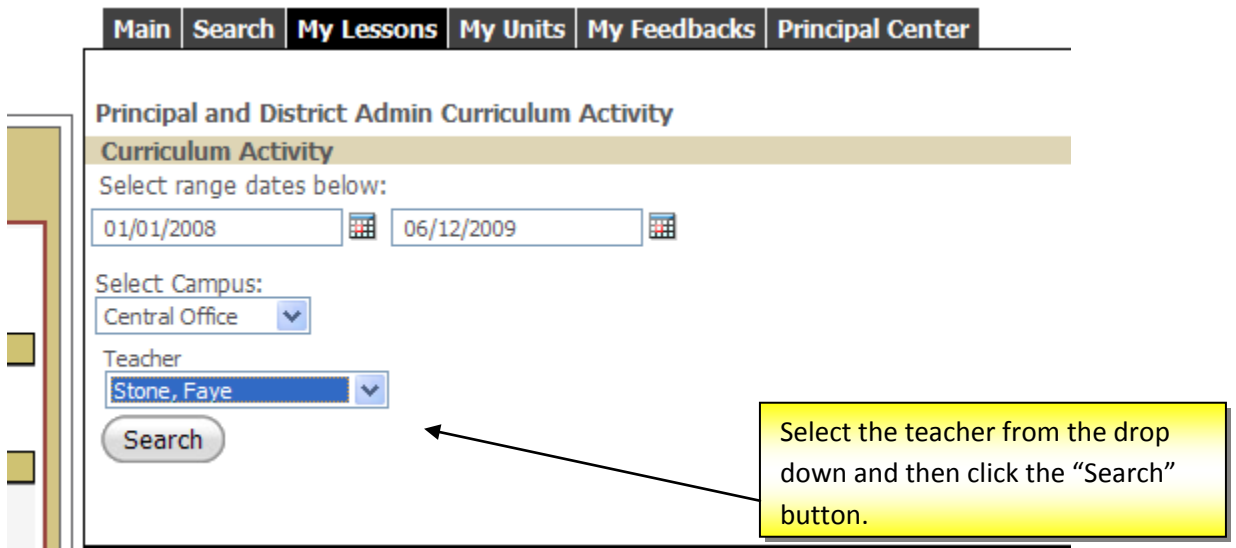
1. Find a Teacher's plans, Quality Check them and leave a note/comment for the teacher.

A. Log on and Click "Principal Center" tab



The screenshot shows a web application interface with a navigation bar at the top containing tabs: Main, Search, My Lessons, My Units, My Feedbacks, and Principal Center. The "Principal Center" tab is highlighted. Below the navigation bar, the page title is "Principal and District Admin Curriculum Activity". Underneath, there is a section titled "Curriculum Activity" with a light yellow background. This section contains a form with the following elements: "Select range dates below:" followed by two date input fields (01/01/2008 and 06/12/2009) with calendar icons; "Select Campus:" followed by a dropdown menu showing "Central Office"; "Teacher" followed by an empty dropdown menu; and a "Search" button. A yellow callout box with a black border and arrow points to the "Principal Center" tab, containing the text "Click 'Principal Center' tab".

B. Select the teacher by clicking on the drop down arrow and scrolling to find the teacher's name.



This screenshot shows the same "Curriculum Activity" form as in the previous image. The "Teacher" dropdown menu is now open, and "Stone, Faye" is selected and highlighted in blue. A yellow callout box with a black border and arrow points to the "Search" button, containing the text "Select the teacher from the drop down and then click the 'Search' button." The navigation bar at the top remains the same, with "Principal Center" still selected.

- C. The teacher's summary page will be returned showing lessons created, lessons marked complete, and lessons that have been Quality Checked. To view the lessons, click on any of the "numbers" of lessons.

## Teacher's Summary Page of Lessons Created

Click on any of the numbers to view the plans for this teacher, or click on the teacher's name

Lessons Created	Lessons Completed	Lessons QC	Teacher
27	0	0	Faye Stone

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D.

E. Listing of teacher's lessons – click on any column to view the related lesson

Click on any column item to view the plan.

Click on any column heading to sort the data by that column.

Gr	Sub	Course	Week Of	Start Date	Name	Created	Status
04	EL				Practice02	07/29/2008	--
					practice one	07/29/2008	--
					Practice02	07/29/2008	--
01					science	07/29/2008	--
05	EL				Fayes other lesson	08/04/2008	--
03	MA				Beginning lessons	08/04/2008	--
HS	EL	English 1			Finding Myself	08/04/2008	--
HS	SS	US History to 1877			how to use cscope	08/04/2008	--

F. View of a lesson

Click the "view unit" link to view the unit this plan originated from.

<< Back to Search Results

**demolesson-faye** [x] close

Grade: 02 Subject: English Language Arts Course: Reading

Week Of: 10/29/2008 Start Date - New for 2009: 10/29/2009

Active: Yes Completed: Yes [06/18/09]

Edit Lesson Profile | -Select Lesson Elements- | Copy to My Lessons | Print

**Lesson Plan Activities** create | sort | import

Focus: English Language Arts Time Period:

Description:  
 Exemplar Lesson 01: **Patterns That Help Me Understand Stories** (1 days)  
 The students will listen to a version of the folktale *Stone Soup*. They will then learn how to summarize a narrative and analyze characters using a graphic organizer. Students will also practice making inferences and practice reading an excerpt of text aloud. Mini-lessons on rhyming words, prefixes, and r-controlled vowels are included.

Embedded Student Performance Indicator: 02EL05B.7  
 Associated Activity / Resources: Exemplar Lesson 01: Patterns That Help Me Understand Stories  
[\[View Unit\] Gr 2 Unit 03: Patterns of Character \(08-09\)](#)

...modify | delete

The screenshot shows a lesson plan for 'demolesson-faye'. The interface includes a sidebar with an 'add note' button and a 'Status' section. The main content area displays lesson details: Grade: 02, Subject: English Language Arts Course: Reading, Start Date: 10/29/2008, Active: Yes, Completed: 06/18/2009, and Quality Checked (QC): No [qc this plan]. Below the details are buttons for 'Select Lesson Elements-' and 'Print'.

**[add note]**  
Status

**demolesson-faye**  
Grade: **02** Subject: **English Language Arts** Course: **Reading**  
Start Date: **10/29/2008** Active: **Yes**  
Completed: **06/18/2009** Quality Checked (QC): **No** [qc this plan]

Select Lesson Elements- Print

Click the "add note" button to leave a comment/note for the teacher about this plan. NOTE: this will be emailed directly to the teacher. See next step!

Click this button to Quality Check the plan. This shows the teacher on her/his plan that it has been reviewed and found to be good.

F: Adding a note to the teacher's plan

The screenshot shows a 'Principals Notebook' window. The text box contains the comment: 'This plan is wonderful, keep up the good work!'. A 'Save' button is located at the bottom center of the window.

Principals Notebook

This plan is wonderful, keep up the good work!

Save

Type your comment in the text box provided.

Click the "Save" button when you are done typing your note.

G: Type your comment in the text box and click the "Save" button.

H: View of lesson after note/comment has been added. You may leave multiple comments on each plan.

The Save button triggers an email sent to the teacher to let them know you have entered a note.

