

Instructions for Attending GSI Virtual Orientation

1. The GSI Virtual Orientation will be held each Monday (except Federal Holidays).
2. Register: <https://gsiactivusers.webex.com> or ActivUser.Org. You will see all of the upcoming events and may select the one you would like to attend. A schedule of the events are listed below for the 2012 school year.
3. Upon Registration, you will receive an email confirmation with login instructions.
4. On the day of the event, you will receive an additional reminder with log in instructions. The password is Promethean.
5. Participants should have an internet connection, speakers, and a microphone. If a microphone is not available participants may dial in using a cellular telephone or land line telephone.

Schedule of Virtual Orientations for Spring 2012

<input type="checkbox"/>	Monday February 6, 2012	3:30 p.m
<input type="checkbox"/>	Monday February 13, 2012	3:30 p.m
<input type="checkbox"/>	Monday February 20, 2012	3:30 p.m
<input type="checkbox"/>	Monday February 27, 2012	3:30 p.m
<input type="checkbox"/>	Monday March 5, 2012	3:30 p.m
<input type="checkbox"/>	Monday March 12, 2012	3:30 p.m
<input type="checkbox"/>	Monday March 19, 2012	3:30 p.m
<input type="checkbox"/>	Monday March 26, 2012	3:30 p.m
<input type="checkbox"/>	Monday April 2, 2012	3:30 p.m
<input type="checkbox"/>	Monday April 9, 2012	3:30 p.m
<input type="checkbox"/>	Monday May 7, 2012	3:30 p.m
<input type="checkbox"/>	Monday May 14, 2012	3:30 p.m

- Please note: If your district of school has ten or more participants and would like to schedule a session at a different time or date than those located above, Please contact Scotia Steadman at 251-923-9136 or by email at scotia@gsisolutions.net.

GSI ActivOrientation Agenda and Requirements:

During this online class participants will learn the skills needed to get started with their new ActivBoard. Skills will include connections and care of the ActivBoard, using the toolbar, the resource browser and Promethean Planet. Upon completion of the online class participants will be required to submit a flipchart illustrating the skills they have learned. Upon acceptance of the flipchart, participants will be issued a Certificate of Completion. A rubric and further instructions will be given to each participant after the online WebEx has been completed. An instructional guide may be downloaded from ActivUser.Org under the Resources Tab.

Checklist for a Virtual Orientation

___ Meet with your team to determine an appropriate location and time for your conference. Location must have an internet connection and An ActivBoard with Speakers or a Telephone Connection.

Date: _____

Location: _____

___ Each attendee must register using ActivUser.Org or <https://gsiactivusers.webex.com>.

___ Download the User Guide from ActivUser.Org under Resources

___ Download the Flipchart Assessment Rubric which will be used to create your flipchart after the Virtual Orientation is complete. It is also located at ActivUser.Org under the resource tab.

___ Become a member of Promethean Planet by visiting www.prometheanplanet.com

___ If your ActivBoard is not working properly please contact our Support Team at 1-800-332-6994.



Additional Professional Development Options:

At GSI, we understand the importance of Professional Development. That is why we have created a range of opportunities to meet the needs of each individual school and district. On addition to our complimentary ActivOrientation, we also offer:

The Six Month Challenge: The six month challenge is taught in an online environment where within six months (or less) participants will learn ALL of the amazing skills ActivInspire has to offer. Teachers may register at anytime and participate as often as they wish (typically 1-2 hours per week). Additional skills covered will include ActivExpressions, Incorporating High Yield Instructional Strategies and more. Cost: \$199.00 per participant. To register please visit www.activuser.org.

Onsite Orientation: The three hour onsite orientation is a half day of ActivInspire training for 15 participants. In this session each student will be introduced to the ActivInspire tools and interface, learn to build basic flipcharts, explore the Resource Library and Promethean Planet. Cost: \$1000.00

Core Essentials Part One, Core Essentials Part Two, Beyond The Essentials, ActivAdministrator and ActivExpressions:

Our core series of onsite Professional Development are the building blocks of a successful technology implementation. Each full day courses builds upon the previous course. Upon completion, participants will be able to create engaging and motivating flipcharts that will increase student achievement like never before. Cost: \$2000.00 per day for 15 participants. Price includes manuals.

ActivEducator Conference: Our three day ActivEducator Conferences are held in various parts of the state throughout the year. Participants will have the opportunity to learn all of the ActivInspire skills and collaborate with teachers from all around the state. For dates and locations please visit www.activuser.org Cost: \$599.00

ActivTrainer Conference: Take your skills to the next level. If you are interested in redelivering training in your school or district our ActivTrainer Conference is for you. Our ActivTrainer sessions are held alongside the ActivEducator Conference. Prerequisite: Core Essentials, Part One, Core Essentials Part Two and Beyond The Essentials or ActivEducator. Cost: \$599.00



My District or School Professional Development Plan

Option 1

1. Each ActivTeacher participates in the Six Month Challenge Upon receiving the ActivBoard.
2. Administrators participate in ActivAdministrator Course.
3. Two Participants from Each School attend and ActivEducator/ActivTrainer Course.

Option 2

1. Each participant attend and onsite Core Essentials Part One Class upon initiation of ActivClassroom.
2. An additional Core Essentials Part Two Course is scheduled within sixty days of Core Essentials Part One.
3. An Additional Beyond The Essentials Course is scheduled within sixty days of Core Essentials Part Two.
4. Administrators attend an onsite ½ day ActivAdministrator Course.
5. Two Participants from Each School attend and ActivEducator/ActivTrainer Course

In order to create a custom Professional Development Plan designed to effectively meet the specific needs of your school or district please contact Scotia Steadman @ 251-923-9136 or by email at 251-923-9136.

Top Tips to Begin Using Your New ActivBoard Today!

1. Log in to ActivUser.Org and watch our prerecorder Orientation Video.
2. Download the free ActivInspire Guide from ActivUser.Org under Resources.
3. Register at www.PrometheanPlanet.com and take the complimentary online class on ActivInspire, ActivOffice or ActivExpressions.
4. Watch the ActivTips on Promethean Planet located under Professional Development.



