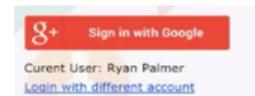
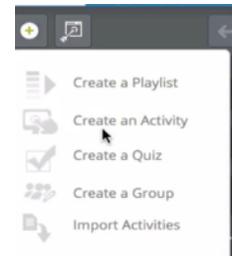


These are instructions for creating an Activity in Empower.

First, start by logging into your Empower account using your “School-Issued” Google account. It is imperative that you NOT be logged into your personal Google account before logging in.



Mouse over the + icon on the far left and select “Create Activity” from the menu that appears.



So you will be creating an activity for your future use with students and you will share it so that other teachers may use it with their students as well.

You will see three different tabs on the activity creation page; Goals, Resources, and Action Plan. So there are three basic steps to creating an activity.

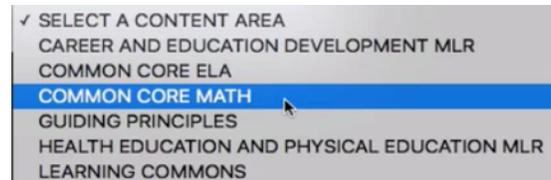


You will start by letting Empower know which standard or performance indicator your activity will help students develop skills or knowledge toward their mastery.

Click the orange “Add Target” button.

Select a Content Area.

Click on the grade level(s) your standard is found in.



Hover over the standard boxes in order to see the standards displayed. Once you find the standard you need, click the white box to check/select that standard. If your activity covered more than one standard, you should click select all that apply.

If you click on the standard boxes, it will bring up the Learning Target File Cabinet. Here you can view more details about the standard/target/PI. Eventually, the scoring guide will contain a scale that will show what each proficiency level will look like. You will also be able to see what resources there are in the district to help with that standard, as well as view any other activities or playlists that others are using to teach this standard.



Name	Content Area	Content Level	Category
CC.M.8.G.B.7	Common Core Math	08	Geometry

Standard Description

Apply the Pythagorean Theorem to determine unknown side lengths in right triangles in real-world and mathematical problems in two and three dimensions. (CC.M.8.G.B.7)

Lower Alignment	Upper Alignment	Prior Version	Next Version

State Standard	National Standard	International Standard

Power Standard	Developmental level
	08

Once you have all the standards checked/selected that your activity will work towards, click the “Save and Close” button on the upper right corner of the window.



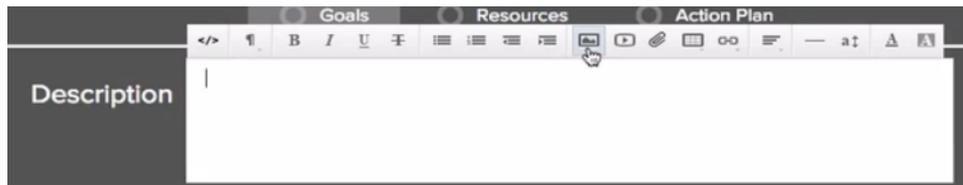
On the window that appears, you will now see the abbreviation of your target on the left side of the screen. If you click it, the Learning Target File Cabinet will appear. The scale in there may be helpful to

you as you select the MAS (Maximum Achievable Score). This is the maximum level of proficiency students will be displaying by completing this activity.



Click the Select drop-down menu and select the MAS.

Next, you have the opportunity to enter in the description of the activity. You have all of the typical tools you would have in a standard word-processing application. You can also enter in images, videos, attach files, enter a table, or include a hyperlink to another site. You could also enter in a more accurate learning target for this activity.



Giving your activity a name is as simple as clicking the words, "Click here to add your title." Simply type the title and click anywhere else on the window.

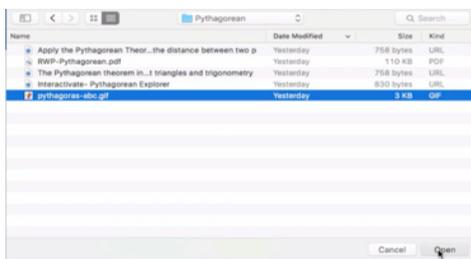
Click here to add your title



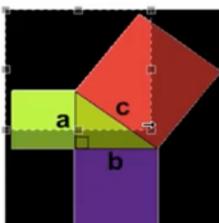
You can also add a preview image by clicking the "Change preview image" icon to the left of your title. It is wise to have an image already downloaded and knowing where it is located on your device.



Click browse.



Navigate to the location of your image. Click the "Open" button.



Crop the image so that the portion you want to see will be displayed properly.



Click "Finished".

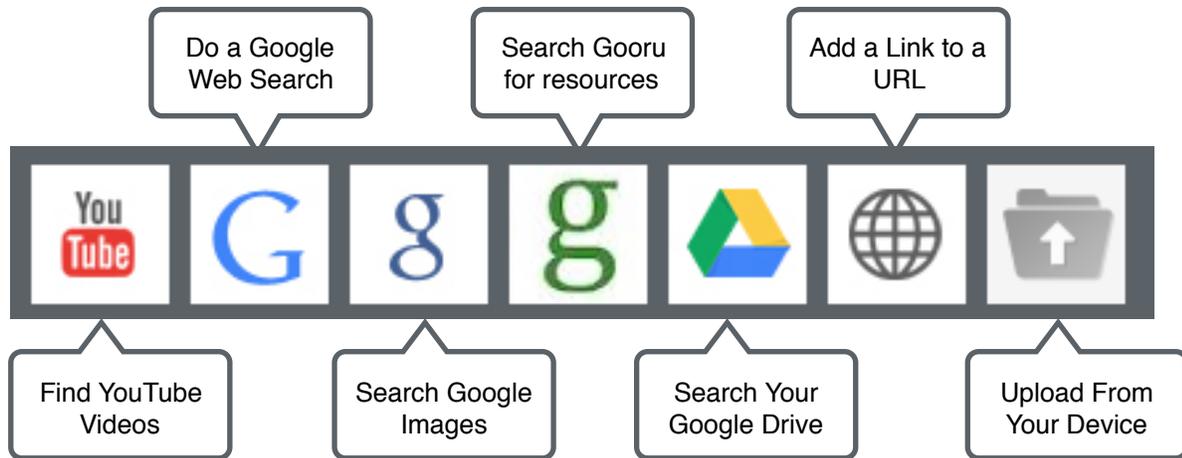
Resources

Click the Resources tab in the middle of the window.

Here you can search for and add digital resources from all over the internet without even leaving the Empower Interface. If you already have resources on your computer device you can upload them to Empower as well.

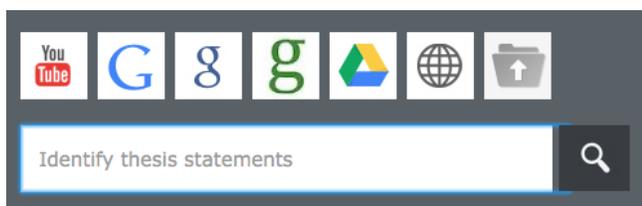
Type your topic in the search field.

Click the icon of the resource you wish to search.



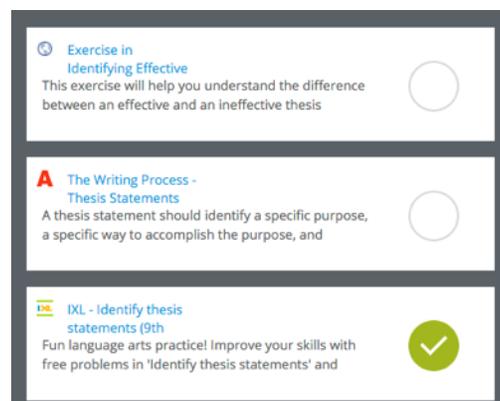
So, if you are looking for a YouTube video to use as part of your activity instruction, click the YouTube icon. If you are looking for resources from the web, click the Google Web search icon. If you want to search for Google images click the Google images icon. If you wish to do a search for resources at the guru learning site, click the green gooru icon. If you wish to search for resources from your Google Drive click the Google Drive icon. If you wish to add a link to a website or resource click the link to URL icon. If you wish to upload some sort of resource from your computer device click the folder icon.

So, simply type the subject or key word involved in your activity into the search field.



Then, click on the resource genre icon you wish to search from above.

Once you find a resource you would like to use, click the circle to the right of it and it will be added to your collection of resources.



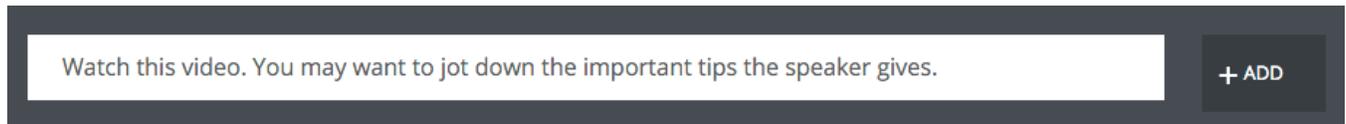
Making the Action Plan

Now that you have all of the resources you need, you will move on to the action plan. This is where you will provide step by step instructions for students for completing the activity.

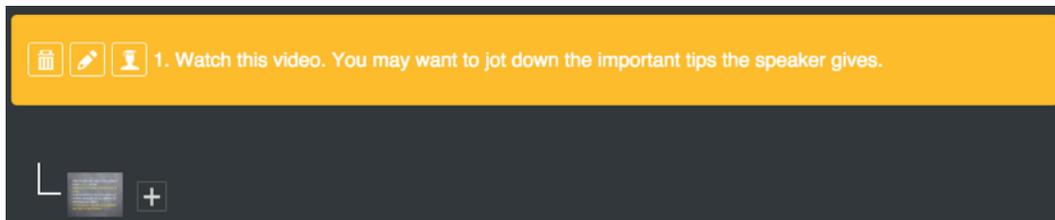
Start by clicking the Action Plan tab located in the center-right of your Activity screen.



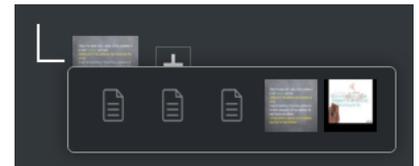
1. You will see a white, blank text field. Click inside it and type the first instruction you want students to do in this activity. Once there is text in that field, you will see a +Add button appear to the right of the field. You will want to click the +Add button to create that step in the action plan.



2. Now, drag the icon for the resource you want to use and hover it over the step you just created. When it turns gray, then release. You will see a tiny icon for that resource appear under the step. If you want students to use additional resources at this step in the activity, drag each down on top of the step and release just as you did the first resource.



Notice the little + sign to the right of the resource just added. You can add more resources to this step by clicking it. When you do, you will see a tiny window appear with icons for each resource. Simply click the resource icon you want and it will be added to that step.



To add more steps to your action plan, simply repeat steps one and two.



Notice the three icons displayed to the left of each step.

The first icon on the left will delete this step of the action plan if clicked.

The middle icon will allow you to edit the step if you click it.

The icon on the right will hide this step from student view and make it only viewable to the teacher. (great for reminding teacher about something they may need to do to prepare for this activity)