

Choosing and Adding Content to your To-Do List

The To-Do List

After logging into pd21, you will be shown the Home page, which contains the To-Do List. This is the primary organizer in pd21. You will add interesting learning content to you To-Do List, use the To-Do List to access that content, and then remove the content from your To-Do List when you are finished with it.

Types of Content

There are three types of learning materials that you can add to your To-Do List.

Self-paced Tutorials: These are short books that teach technology skills in an educational context. Most of the books could be completed in less than one hour. For example, learn how to create dynamic charts using the spreadsheet program, Excel.

Workshops: The workshops usually take at least five hours to complete well. In a workshop, you consider a big idea, such as visual literacy, from both a theoretical and practical perspective. You will look at classroom examples, and reflect on their meaning and value. Workshops can be taken in two modes:

Anytime Mode: Take as long as you like to complete the work.

Certified Mode: You have two weeks to complete the work. An instructor is available to provide guidance, review your work, and issue a certificate of completion.

In2Class Activities: These are student activities that demonstrate how technology can be integrated into the curriculum. In addition to studying and learning from these examples, you can use the www.in2class.com website to make them available to your students.

Adding Content

To add content, click one of the three buttons at the bottom of the To-Do List.

To-Do				
1	Workshop - Anytime Mode	Blogs in the Classroom	Open	Manage
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> Browse/Add... Self-paced Tutorials </div> <div style="text-align: center;"> Browse/Add... Workshops </div> <div style="text-align: center;"> Browse/Add... in2class Activities </div> </div>				

You will be shown a menu of, and information about, the different tutorials, workshops, or activities available. When you find learning content you would like to complete, click the Add to To-Do List button. You will be returned to the Home page, and you will see the new content in your To-Do List.

Opening Content

Each tutorial, workshop, or in2class activity on your To-Do List has an Open link. When you click the link, the content will show.