

2007 NATIONAL ONLINE YOUTH SUMMIT

**COMING TO AMERICA: IMMIGRATION, LAW &
AMERICAN IDENTITY
TEACHER ORIENTATION ACTIVITIES**

American Bar Association

Division for Public Education

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Teacher Orientation Overview

Teacher Orientation will take place online, via a discussion forum using the Web conferencing software, *Fuse Talk*. In *Fuse Talk*, discussion forums are referred to as “Categories.” The discussion forum or “category” we will use for your orientation, and throughout the project to communicate, is named “Teachers Only.” The Teachers Only category is an online forum just for teachers (and ABA staff). We’ve developed some activities, described below, that we want you to participate in during the orientation period. The activities will help you to become familiar with the summit software, *Fuse Talk*, understand the structure of summit work, and prepare for student work.

In addition, the discussion forum will allow you to hold discussions with other teachers participating in the summit and with ABA staff throughout the project about teaching and learning.

If you’re looking for a source, want to know how other teachers may have handled a particular issue raised during discussion with students, or have found a really great resource that you think other teachers will find useful, this is a forum for you to share your ideas and seek support.

We hope that you will use the Teachers Only category/forum throughout the project in a way that best suits your needs for instructional support. ABA staff will also communicate with you primarily through the Teachers Only category throughout the summit and will participate in the orientation with you.

Teacher Orientation Activities Deadlines:

Activity 1:

- *Part I: Due Jan. 5*
- *Part II: Due Jan. 8*

Activity 2:

- *Part I: Due Jan. 12*
- *Part II: Due Jan. 12*
- *Part III: Due Jan. 12*

Activity 3:

- *Part I: Due Jan. 17*
- *Part II: Due Jan. 19*

Activity 4:

- *Due Jan. 22*

Activity 5:

- *Part I: Returning Teachers Only, due January 8*
- *Part II: All teachers, due February 9—unless otherwise determined by 2007 participants*

Activity 6:

- *Due: Feb. 15*

2007 NOYS Teacher Orientation Activity 1
Reviewing the Project, Agreeing to Terms, and Discussion Forum Access

Part I: Due Jan. 5

Part II: Due Jan. 8

Overview: During Part I of this activity, teachers will review materials in the resource notebook, and return the signed Teacher Agreement stating they understand terms for participating in the summit. During Part II, teachers will check to make sure that they can access the Teachers Only category/discussion forum, and understand the use of login names and passwords.

Activity:

Part I: By January 5, 2007

1. Review the resource notebook material, including the “Draft: Time Line of Student Activities (see left pocket). (Timeline will be revised by you during your orientation period.
2. Review the Orientation Guide e-mailed to you previously, and resent via the Teachers Only List Serve.
3. Read the “Teacher Agreement” at the back of the “Orientation Guide.”
4. Sign and return the Teacher Agreement to the fax/address listed at the bottom of the Agreement.

Part II: By January 8, 2008

1. Log into the Teachers Only category/discussion forum board using your login name and password, e-mailed to you separately: www.abanet.org/discussions/noys07 [If that doesn't work, try: <http://discussions.abanet.org/ababoard/board/index.cfm?forumid=102>] See “Guide to Conferencing in Fuse Talk,” Tab 3, resource binder).
1. Make sure that your login name and password work and that you can access the discussion site.
2. Check access of the discussion site from computers that students will use, if they differ from the computer available to you for your own use throughout the project.
3. Consult your technology professional if you have difficulty accessing the site from any computers that will be used during the summit. We advise you to secure access by January 22.

<p><u>Note:</u> Failure to acknowledge intent to participate will hold up certain administrative necessities for the summit and impact other participants. For example, buddy school assignments for Student Activity 9: Holding Civil Discussion Online about the Literature (Activity 6) Writing Exercise cannot be made by ABA staff until all teachers have committed to participating in the summit.</p>

2007 NOYS Teacher Orientation Activity 2
Learning about Fuse Talk

Part I: Due Jan. 12

Part II: Due Jan. 12

Part III: Due Jan. 12

Overview: During the exercises below, teachers will become with Fuse Talk, the web conferencing software that is being used by the ABA.

Notes: Please do your best to complete the exercises below. We promise you will not regret the time investment up front. If you get confused, don't worry. We'll all be confused for a while. Tell us where you got lost. Information about what was confusing or didn't work is valuable for all of us. Please be sure to complete all steps in the order they are given.

Please know that this is the very first time that the Fuse Talk software has been used for the summit.

Please also know that ABA staff will be learning with you! We ask that you turn to each other for software support.

These exercises were originally developed for a group of teachers who tested the software during the summer (2006), and originally, we believed they would take no more than 30 minutes to complete. However, our new estimate is that they may take at least an hour to complete, particularly if an individual has no prior experience with web conferencing.

Summer 2006 Software Testers Only: Please review the exercises below and complete Part I, Exercise C, and Part III.

Part I: By January 12, 2007

2. Go to www.abanet.org/discussions/noys07 [If that doesn't work, try: <http://discussions.abanet.org/ababoard/board/index.cfm?forumid=102>]
3. Log in using the information you were sent.
4. After you log in, you will see a list of categories, including two schools, a "Teachers Only" category, and a Software category. Complete the following exercises:

Exercise A

- Click on school category Jefferson High
- Find the post by student Joe C.
- Post a reply to student Joe C.

Exercise B

- Click on school category Washington High.
- Make a new topic with the title "Student Activity 1." Use the following text for your message: "Read the selection 'The Penultimate Punishment'

on page 47 of your handouts. Answer the questions at the end of the chapter and be prepared to post your thoughts below.”

- Post your message.
- Edit your message, changing 47 to 53.

Exercise C

- Visit the Teachers Only conference.
- Find the message by ‘Ms. Michelle Parrini ABA’ called “Welcome and congratulations!”
- Reply to her message indicating that you’ve gotten this far, posting any text you want.
- Post a new topic message called, your name! Include the following in the text of your message:
 - ⇒ *Your name;*
 - ⇒ *Your town/city, and state;*
 - ⇒ *Whether you've participated in the summit before, or are participating for the first time;*
 - ⇒ *The subject of the class that will participate in the summit;*
 - ⇒ *The grade(s) of your participating students.*
 - ⇒ *Sign your message with your name and your school name.*

Part II: By January 12, 2007

0. We would like you to look at the conferences using a different view.
Click on “Profile”
0. Click on “Personal Options”
0. Change the setting from a “linear” view to a “threaded view.”
Then complete the following:

Exercise A

- Find the post by student Lydia G. Washington High
- Post a reply, quoting her message.

Exercise B

- Create a new topic message in Washington High called Student Discussion Question 3, with body text: “What do you think is meant by ‘cruel and unusual’ punishment? Post replies below.”

You’re almost done!

Part III: Due January 12, 2007

0. Visit the “Software” category and let us know what you think by replying to the topic message you see there (Hello, Teachers! Please Read Me!).
0. We’ll use this category throughout the project to help each other learn how to use the Fuse Talk software.
0. It will only be accessible to teachers and ABA staff.
0. You may wish to answer the following questions when giving your feedback:
 - ⇒ *What aspects of Fuse Talk did you find easy?*
 - ⇒ *Could you access the categories easily?*

- ⇒ *Could you reply, post, and edit messages without difficulty?*
- ⇒ *What aspects of Fuse Talk were difficult?*
- ⇒ *What information do you think it will be crucial for all of us to understand about Fuse Talk as we move forward?*
- ⇒ *Would you recommend using the side navigation bar?*

Notes: At this point, hopefully you will not have encountered (m)any error messages, but if you do, please share them by starting a new topic message in Software.

Title your topic message “Errors from (your name)” and be sure to provide as much information as you can, so that your colleagues can perhaps share their expertise on your problems. Include the following information: What the problem you encountered was and the steps you took that caused the problem (retrace your steps, such as “I went to post a new topic, entered all of the information in all of the fields, hit “reply to topic” and (the problem happened/the error message I got was “...”). Or “When I went to reply to message x in Category y, the message wouldn’t post. I clicked on Category y, then clicked on message x, and” Also include the Browser and browser version information so teachers with similar browsers can access whether their solutions might help you.

We will need for you to troubleshoot for each other throughout the project.

Reminder: If you have not already done so, we advise you to review the Draft of the 2007 National Online Youth Summit Student Activities (left pocket, resource binder) and begin to draft your own individual classroom plans.

2007 NOYS Teacher Orientation Activity 3
Becoming Familiar with the Project
and Revising the Time Line of Student Activities

Part I: Due Jan. 17

Part II: Due Jan. 19

Overview: During Part I of this activity, teachers will read all the additional messages posted by ABA staff to the Teachers Only category with important reminders and seek clarification on aspects of the project that require clarification. Teachers will also decide if they want to work with teachers in their buddy schools to assign individual discussion partners or create mini discussion groups for students for Student Activity 9: Holding Civil Discussion Online about the Literature (Activity 6) Writing Exercise. During Part II, teachers will critique the Draft of the 2007 National Online Youth Summit Activities Timeline and make final decisions about the due dates for activities.

Activity:

Part I: By January 17, 2007

1. Access the Teachers Only category in Fuse Talk.
2. Read through the topics posted by ABA staff on important summit administrative details.
3. Seek clarification on points that require it.
4. One such topic will be “Do you want to assign discussion partners for St. Activity 9.” You will be asked in this thread to contact your buddy school partner(s) and hold a private conversation about whether you wish to assign discussion partners and for individual students for that activity. This will be a teacher-directed endeavor and it will be up to each of you to make the arrangements and work out the details with your buddy school partners. A list of contact information for participating teachers will be made available by January 17 as long as all teachers have confirmed participation in the summit by that date.

Part II: By January 19, 2007

1. By January 19, 2007, find the topic in the Teachers Only category called “Student Activity Timeline” and post a reply to the message giving your view on the feasibility of the draft timeline. Please bear in mind that you all have different break, testing, and course durations (yearlong, quarter, and semester). We will need to do some compromising.
2. Once all teachers have weighed in, a revision will be drafted and sent to you through the Teachers Only list serve.
3. This is your opportunity to weigh in on decisions that will affect your classroom plans.

<p>Reminder: If you have not already done so, we advise you to review the Draft of the 2007 National Online Youth Summit Student Activities (left pocket, resource binder) and begin to draft your own individual classroom plans.</p>

2007 NOYS Teacher Orientation Activity 4
Submitting Student Passwords

Due Jan. 22

Overview: During this activity, teachers will complete a spreadsheet with information for each student and submit the spreadsheet by e-mail to ABA staff.

Note: Each student in your class will be registered to access the summit discussion site. (See “*Guide to Conferencing in Fuse Talk.*”) We will require your help.

Activity:

1. During the first week of January, we will send you an Excel spreadsheet with input fields and instructions for completing the spreadsheet.
2. You will need to enter the required information for students following the instructions provided onto the spreadsheet and return it to us via e-mail.
3. We will notify you once your students have been entered into the ABA system.
4. Directions will be sent to you, along with a blank spreadsheet.
5. The deadline for providing this information is January 22, 2007.
1. We would appreciate receiving this information **before** January 22 if at all possible.
7. Please save a blank copy of the spreadsheet on your computer to use for drops and adds. If you are not familiar with the “Save As” function, you may wish to become familiar with it. Please make sure that you always have one blank spreadsheet formatted for registering students.
8. If at all possible, please submit student drops and adds in batches.

Please Note: Your students will not be able to participate unless we receive information entered onto the spreadsheet. It will be used to register students so they may enter the online discussion forum.

Please also keep the following in mind:

1. Teachers should keep a “Master Log” of student login names and passwords.
2. For security purposes, only you and each individual student should have knowledge of corresponding login names and passwords.

Have you remembered to check in to the Teachers Only category two times each week?

Teacher Orientation Activity 5
Setting Up Your Classroom Conference for Student Activity 5
What is Online Civil Discussion

Part I: Returning Teachers Only, due January 8

Part II: All teachers, due February 9—unless otherwise determined by 2007 participants

Students allowed online Feb. 10

Overview: During this orientation activity, teachers will set up their class category/discussion board for Student Activity 5: What is Online Civil Discussion?

Activity:

Part I, Returning Teachers Only: By January 8, 2007

1. Each teacher participating in the summit will have a category in Fuse Talk in which you will post some assignments and direct some discussion activities for your students.
2. You will find your category under “Categories” once you enter the online forum.
3. See “Student Activities Guide” for particulars for all activities.
4. Student Activity 5 will take place in your category.
5. If you are a returning teacher who has participated in the summit for at least two consecutive years, if you wish, you may supervise participation of more than one class in the summit. *You need to alert us no later than January 8; otherwise your classes will share one discussion board/forum throughout the summit.*
1. Only returning teachers who have participated in the summit for two consecutive years in the project may supervise more than one class for this project. If you are a teacher who is participating for the first time in the summit, only one of your classes may participate.

Part II, All Teachers: By February 9, 2007

1. Each teacher participating in the summit will have a Category in which you will post some assignments and direct some discussion activities for your students.
2. You will find your category under “Categories” once you enter the online forum.
3. See “Student Activities Guide” for particulars for all activities.
4. Student Activity 5 will take place in your category.
5. The name of your class category will correspond to the name of your school.
6. If more than one teacher from a school participates, we will differentiate the names of a teacher’s forum or category by including an extra word in the category name. Most likely the word will be the teacher’s last name.
7. You will set up Part II of Student Activity 5 for your students in your class/school discussion board during this Teacher Orientation period.
8. Review Student Activity 5: What is Online Civil Discussion (see resource notebook)?
9. After you chose or created your discussion starters log in to the discussion forum.
10. Visit your school discussion board/category.

11. In the category, using the “New Topic” command, post one discussion starter in each of five separate new “Topic” messages. You might type your discussion starters in a word processing program and copy and paste them into a message text box in *Fuse Talk*.
12. Make sure that in addition to the actual discussion statement, you also include: “Do you agree or disagree with this statement? Why or why not? (Remember to explain why.)” Students should begin to practice explaining their rationales for their beliefs during this activity.
13. You are welcome to set up your class conference well before the deadline. We will do our best to create them by the second week of January.
14. Some classes may complete Student Activity 5 well before others. Some of your semesters began the first week of January. Some semesters do not begin until the end of January. Some of you have yearlong courses, and some of you have courses that meet for one semester or one quarter.
15. All students, regardless of when your semesters/quarters begin will need to complete the activity, however, by the agreed upon activity deadline.
16. To set up this activity, you will need to be familiar with the activity for students as described.
17. Once you have set up your category for student work, find the topic in the **Teachers Only Category** with the topic “Teacher Orient. Activity 5.”
18. Click on the topic.
19. Reply in this thread indicating that you have set up your class conference for students.
 1. **Post your reply by Feb. 9.**
21. Finish preparing the activity for students.

<p>Reminder: If you have not already done so, we advise you to review the Draft of the 2007 National Online Youth Summit Student Activities (left pocket, resource binder) and begin to draft your own individual classroom plans.</p>

**Teacher Orientation Activity 6:
Preparing and Sharing Student Activity 8:
Making the Connection between Literature and Law**

Due: **Feb. 15**

Overview: During this activity teachers will design a student activity making a connection between at least one issue explored in the literature for the 2007 Summit, “Plane Wreck at Los Gatos,” and “First Crossing,” and the summit theme. Teachers will share activities with each other.

Note: You will want to be familiar with Student Activity 6: Literature Activity and have made determinations about individualized modifications for your particular students for it before you design an original lesson of your own making a connection between the literature and the law

Activity:

By February 15, 2005

1. Review Student Activity 6: Literature Activity.
2. Decide if you plan to complete the activity as it is described in the Guide to Student Activities or if you wish to make modifications.
3. Develop learning objectives for your activity, Making a Connection between Law and Literature.
4. Create an activity or lesson to meet your learning objectives.
5. Draft your lesson/activity.
6. You are encouraged to include the following features in lesson to share with your colleagues:
 - ⇒ Your goals for the activity
 - ⇒ Objectives for *students* for the activity (sometimes your goals for an activity may differ from the objectives that you share with students for an activity)
 - ⇒ Significant fact-based content
 - ⇒ A collaborative learning/group work component
 - ⇒ A civil discussion component (civil discussion may be incorporated into the collaborative learning/group work feature of the activity)
 - ⇒ Assessment, either through self-assessment or another type of measure
0. Share the activity with other teachers in the Teachers Only category.
0. Find the Topic “Sharing Student Activity 8.” Rely in that thread to the topic, sharing your plan.
7. **The topic will be available after Jan. 23.**
0. Remember to sign your name to your message with your name and your school name so that we know that you are the author of the lesson/activity.