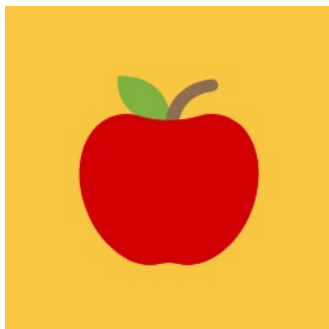


World Book Early Learning Trainer Guide

2 Contact Hours (2 Ohio Approved hours)



Optional Training Activities

- Optional training activities are estimated to add 212 minutes to the original training time and include the minutes indicated for the original activity.

Learning Objectives

Participants in the World Book Early Learning Class will achieve nine objectives:

- Understand the importance of using digital text, print, and other media in early learning curriculum.
- Find World Book Early Learning on the INFOhio website - www.infohio.org
- Use the navigational tools to search and browse content to find the best content for students and instruction.
- Find the instructional supports available in the resource.
- Identify best practices for using World Book Early Learning in the classroom.
- Discover how to use World Book Early Learning Basics as a literacy tool and reflect on how you can use it in instruction.
- Consider methods for sharing World Book Early Learning with parents.
- Create a lesson plan to integrate World Book Early Learning into instruction.
- Reflect on learning by sharing information with others.

In this course, you will work through several lessons to learn how to access INFOhio's subscription to World Book Early Learning, how to use it, and how to integrate it into your classroom teaching. Below is a description of each lesson and the amount of time it should take for you to complete each one. In addition, a Google Slides Presentation has been created by World Book and adapted for INFOhio use on [World Book Early Learning](#). Use this presentation to share an overview of World Book Early Learning with educators and parents.

Getting Started

Pretest

- **Lesson Content**

Take a quiz to find out what you know or need to know about World Book Early Learning. (5 minutes)

Welcome to The World Book Early Learning Class

- **Lesson Content**

Review the course objectives and the course overview. (5 minutes)

Optional Training Activity

- Use a web based word cloud generator like [Answer Garden](#) or [Poll Everywhere](#) to generate ideas for ways World Book Early Learning can fulfill instructional and technical needs in the classroom. (5 minutes)

Using Open Space Groups

- **Lesson Content**

Join the World Book Resources group in Open Space. In this group, discuss and reflect on the integration of this resource into the classroom with like-minded educators. (5 minutes)

Optional Training Activity

- Take time to explore the [World Book Resources group](#) in Open Space. Have each participant join the group and review the Discussion questions posted in the group. (5 minutes)

How to Use World Book Early Learning

Getting Started with World Book Early Learning

- **Lesson Content**

Practice the steps needed to access the resource on www.infohio.org, and watch a short video to understand some of the features found in the resource. Think about what you learned by answering questions. (20 minutes)

Optional Training Activities

- Answer the reflection questions from the class in the [World Book Resources group](#) in Open Space. Navigate to the Discussions tab in the group and find *Features of World Book Resources*. Answer the questions in the thread. (10 minutes)

Using World Book Early Learning

- **Lesson Content**

Learn the navigational tools and features found on World Book Early Learning. (5 minutes)

Optional Training Activities

- Distribute the Early World of Learning Guided Notes. Do a live presentation of the information found in the lesson **Using World Book Early Learning**. Ask participants to follow along while you lead them through the navigation tools and features from your projected device. Ask participants to fill in the key words as they learn about them, circle any of interest, and write a question mark next to those they may have questions about. Ask for any questions at the end of the live presentation. (20 minutes)
- Have educators pair up by the grade level they teach and brainstorm ideas on how they can use World Book Early Learning in their classroom. Encourage collaboration and share ideas with the group. Share and collaborate on these ideas in [World Book Resources group](#). Sharing it this way will allow participants to come back to it later to review ideas. (15 minutes)

Using the For Grownups Resources

- **Lesson Content**

Learn about the instructional supports available on World Book Early Learning. (5 minutes)

What Have You Learned So Far?

- **Lesson Content**

Take a short quiz to check what you know. (5 minutes)

Applying What You Have Learned

- **Lesson Content**

Complete an activity to practice using World Book Early Learning. (10 minutes)

Optional Training Activities

- Divide the class into small groups or partners and have them complete the learning activity together. Share results with the whole group after completion of the activity. (15 minutes)
- In the Discussions tab of the [World Book Resources group](#) post the resource you found and identify how you will use it in instruction in the *Instructional Materials from World Book Resources* question. (10 minutes)

Integrating World Book Early Learning into Classroom Instruction

Teaching With World Book Early Learning

- **Lesson Content**

Read best practices for using digital text and watch a video about using tablets for guided reading. Reflect on the practices by answering questions. (15 minutes)

Optional Training Activities

- Watch the video about using iPads for guided reading as a whole group. (7 minutes)
- Break into small groups to cover the content in the [Best Practices for Digital Reading](#). Assign each group a section of **Best Practices for Digital Reading document** to read and discuss. After 10-15 minutes, ask a member from each group to summarize their assigned reading, discuss, and share it with the whole training class. (20 minutes)
- In the [World Book Resources group](#) in Open Space find the *Integrating Digital Text in Your Classroom* reflection question and answer the question "What are two things you are currently doing in your classroom or instruction that will make integrating digital text easier?" (10 minutes)

Teaching With World Book Early Learning Basics

- **Lesson Content**

Discover how to use World Book Early Learning Basics as a literacy tool and reflect on how you can use it in instruction. (10 minutes)

Optional Training Activities

- Review the document, **Best Practices for Digital Reading**. (5 minutes)
- Break into small groups of 3-4 and assign one of the sections of **Early Learning Basics** (Fun with Words, Count and Play, Once Upon a Time, and Welcome to Reading) to each group. Have each group decide what best practices for digital reading apply to their assigned section from Early Learning Basics. Ask a member of each group to share their ideas with the whole group. (10 minutes)
- Discussion Questions – Use a method from [this blog](#) to facilitate discussion. (10 minutes)

Sharing World Book Early Learning with Parents

- **Lesson Content**

Learn about ways to let parents know more about World Book Early Learning and resources to keep kids reading wherever, whenever. (5 minutes)

Optional Training Activities

- Print one of the printable books and the directions for folding it for each participant. Give them time to practice folding the book. (10 minutes)
- Watch the **Reading Round the Clock videos**. Discuss how to share them with parents in weekly newsletters or at parent teacher conferences. (15 minutes)
- Break into small groups to cover the content in the **Reading Round the Clock flyers**. Assign each group a different grade to read and discuss. After 10 minutes, ask a member from each group to summarize their assigned reading, discuss, and share how they will use the document with parents. (20 minutes)

Creating Lessons Using World Book Early Learning

- **Lesson Content**

Review a lesson plan featuring World Book Early Learning. Create your own using a lesson plan template. (30 minutes)

Optional Training Activities

- In **Creating Lessons Using World Book Early Learning**, review the **sample lesson plan** as a group. Point out the Best Practices in the lesson and ask participants to identify any other practices or activities they find that seem effective or have worked for them in the past. Ask them to evaluate the lessons based on their own classes, and to suggest ideas that might make the lessons better. Record these best practices and ideas to make the lessons better. Record these ideas on a discussion thread in the [World Book Resources Open Space group](#). Find the *World Book Resources Lesson Plans* post and reply to the thread to share your lesson plan. (15 minutes)
- Lesson Plan Template – Each participant should find another person whose teaching situation is similar to their own. Give each pair a copy of the **lesson plan template** found in the Exercise Files of the class and direct them to begin drafting a lesson using World Book Early Learning. Begin by identifying the standards to address, and then find World Book Early Learning content that fits in with a current theme in the classroom. Encourage the participants to consider the Best Practices, discussions, and the recently brainstormed ideas about the sample lessons to include in their lesson plan. If they have identified limitations to using technology in their classroom before, encourage them to find solutions and steps to move beyond these obstacles. (30

Checking Your Learning

Self-Assessments

- **Lesson Content**

Answer questions to reflect on what you learned. (10 minutes)

Optional Training Activity

- Ask participant to answer the **Self-Assessment** questions either in writing or with a group. Ask for volunteers to share their responses. (15 minutes)
- Find the *What Did You Learn from the World Book Class?* question under the Discussions tab in the [World Book Resources Open Space group](#). Answer these questions in this thread, "What was the most important thing you learned from this class? What makes it important to you?" (5 minutes)

Contact Hour Quiz and Certificate

- **Lesson Content**

Take a quiz to earn a contact hour certificate. (5 minutes)