

The background image shows two women in a classroom. One woman is seated at a desk, playing a keyboard. The other woman is leaning over her, smiling and looking at the keyboard. The entire image has a green tint. The text 'THE' is in large, bold, black letters at the top, and 'LAB' is in large, bold, red letters at the bottom. The Firefly logo is in the center, and the tagline 'Enrich teaching. Empower learning.' is at the bottom center.

THE



LAB

Enrich teaching. Empower learning.

THE LAB

Welcome to The Lab. We know how much schools value staff development, but we also recognise how difficult it can be, amidst all the other demands on teachers, to dedicate time during the busy school year to providing useful training.

This training programme supports teachers to get the most out of Firefly. All sessions are remote and online, scheduled throughout the year, minimising the impact on timetables in your school. Whether you are looking at training for new staff, or want to see new ways of using Firefly within your site, there is a topic to suit you.

Each session will be available three times a year, allowing you greater flexibility when choosing which dates, you or your staff should attend.

Once your school has subscribed to The Lab all of your staff will have access to the entire catalogue of sessions and registration details, giving your staff the independence to choose the topics that will help them develop their skills and knowledge when using Firefly.

If you are interested in subscribing to The Lab, or would like further details, then please contact your account manager. Alternatively, send an email to us at: customersuccess@fireflylearning.com

SESSIONS

Using tasks in Firefly (1.5 hours)

The **Using tasks in Firefly** session is the first of two sessions providing extended hands-on instruction for teachers new to Firefly. To help teachers feel confident with the basics of Firefly, the session builds a foundational understanding of Firefly's essential features and guides attendees to an in-depth practical knowledge of how to use and manage task setting in classrooms of all ages

- Use tasks to set homework for students as well as collect and mark work
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Creating resources Firefly (1.5 hours)

The **Creating resources in Firefly** session is the second of two sessions providing extended hands-on instruction for teachers new to Firefly. While attendees are not required to have taken the "Using tasks in Firefly" course previously, a basic understanding of task setting in Firefly is useful. This course expands attendee's knowledge of Firefly's full capabilities for dynamic in-class and home learning through the curation of class content and resources.

- Create resources for in-class and home learning activities
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Creating exciting subject homepages and managing old content (1 hour)

The **Creating exciting subject homepages and managing old content** session guides attendees through a careful consideration of their students' user experience. Through engaging homepages and effectively organised content, attendees will enhance the value of their Firefly pages for students' use in and out of class.

- Create an engaging subject homepage using a variety of components
- Apply strategies for managing old content and tasks

SESSIONS

Using Assessment pages to inform your teaching (1 hour)

The **Using assessment pages to inform your teaching** session expands attendees' abilities to employ a variety of assessment tools available in Firefly. The session will focus on how to develop Firefly assessments, monitor results with the reporting features, and apply the tools for formative and summative use.

- Understand how to use assignment pages
 - Make choices about assessment when setting a task
 - Use class tests to track students' progress
 - Create revision pages to support self assessment
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Communicating with blogs and newsletters (1 hour)

The **Communicating with blogs and newsletters** session provides attendees with the tools to communicate with their school community. The session will emphasise practical steps and best practices for using blogs, ways to share newsletters, and other Firefly features for clear communications.

- Use blogs for a variety of purposes with students and parents
 - Use a range of Firefly features to enhance parent communications including Newsfeeds, navigation buttons, and file lists
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Gathering data with forms and polls (1 hour)

The **Gathering data with forms and polls** session gives attendees a tour of Firefly features with an eye towards how to gather information from students, parents, and staff. Attendees will deepen their understanding of how to use forms, polls and the associated reporting features to gather the data they use every day.

- Understand how to create Forms as well as various uses
- Understand how to create Polls as well as various uses

SESSIONS

Continuous reporting and checklists (1 hour)

The **Continuous reporting and checklists** session offers a deep dive on how attendees can record and monitor the learning process. Through the exploration of forms, checklists, and task histories, attendees will come away with the tools for making the most of Firefly through their students' learning journeys.

- Understand how to use Forms and Checklists for continuous reporting and progress monitoring
- Understand use of markbook and how Excel can be used for analysis of progress
- Understand how task histories provides a framework for narrative reporting

Embedding content and adding news feeds (1 hour)

The **Embedding content and adding news feeds** session will extend confident Firefly users' ability to create rich, engaging resources. Attendees will have the opportunity to see how embedded content and news feeds can enrich the learning experience.

- Understand how to embed a variety of resources into a Firefly page
- Understand how to create a News story and embed a news feed

Promoting independent learning (1 hour)

The **Promoting independent learning** session asks attendees to consider how Firefly can empower their students to take further ownership of their learning. In the session, attendees will develop a working knowledge of how to use Firefly tools to scaffold independent learning for all students.

- Use personal task setting as a tool for student self-regulation
- Use Checklists to create guided, independent learning activities
- Use Revision Tests to provide review opportunities for learning
- Use personal pages and blogs as a tool for portfolios

SESSIONS

Providing opportunities for collaborative learning (1 hour)

The **Providing opportunities for collaborative learning** session explores the possibilities that Firefly creates for students and staff to collaborate digitally for deep, impactful learning. Attendees will apply Firefly tools including blogs and forums to create digital collaboration opportunities for students of all ages.

- Use blogs as collaborative authoring and peer-to-peer teaching spaces for students
- Use forums as discussion spaces for students to respond to one another and generate ideas
- Use Google Doc embedding as a tool for students to learn together

Using Flipped Learning to teach more efficiently (1 hour)

The **Using Flipped Learning to teach more efficiently** session invites attendees to explore the possibilities Firefly offers for those interested in “flipping” their classroom. The session will offer a brief introduction into the flipped learning model as well as tutorials on how to use Firefly tools to effectively accomplish flipped learning.

- Understand the principles of Flipped Learning and how it might be used with their students
- Create and organise resources to best facilitate Flipped Learning with their classes
- Track student progress to inform planning

T H E



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