

# PocketLab Notebook Support

## HMH Into Science Texas + PocketLab Notebook

### PocketLab Notebook on HMH Ed Resources

PocketLab Notebook® is an interactive, cloud-based digital science platform where students can collect, visualize, and analyze data and teachers can plan and monitor student progress. This guide will equip you to start using PocketLab Notebook with your students. Use the instructions in each topic to learn how to successfully incorporate PocketLab Notebook activities in your classroom.

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# Getting Started

## How do I log in?

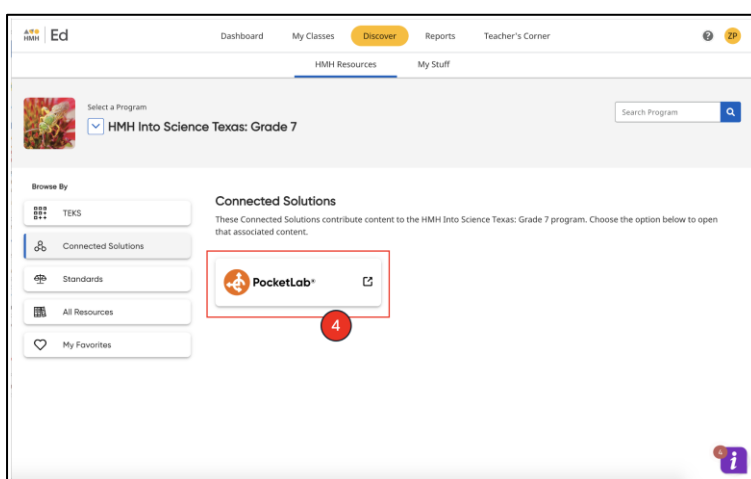
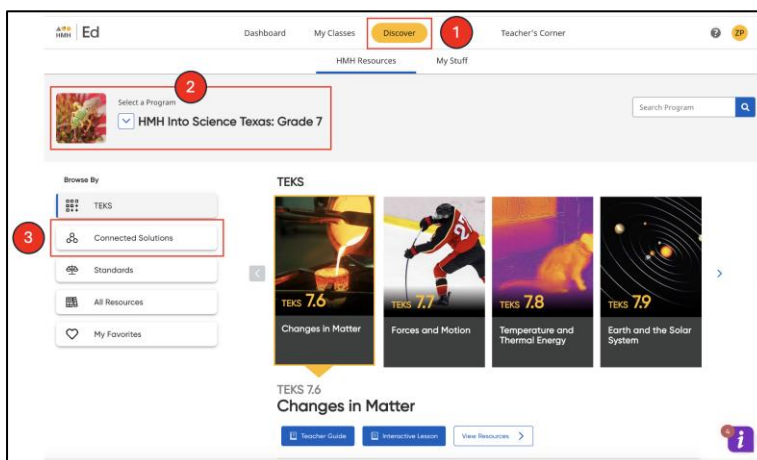
PocketLab Notebook is accessed through HMH Ed. See the following instructions:

- [How do I log in to Ed?](#)
- [What is my Username or Password?](#)

## How do I launch PocketLab Notebook?

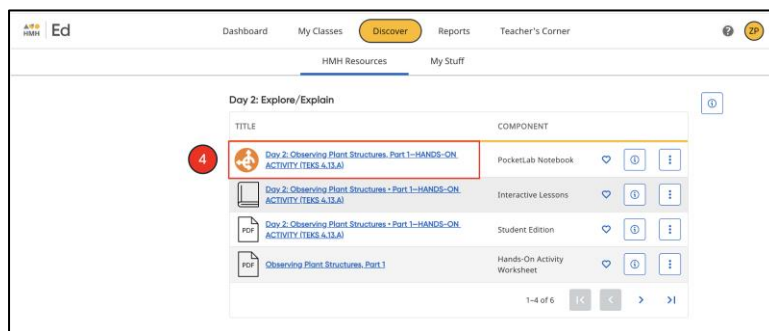
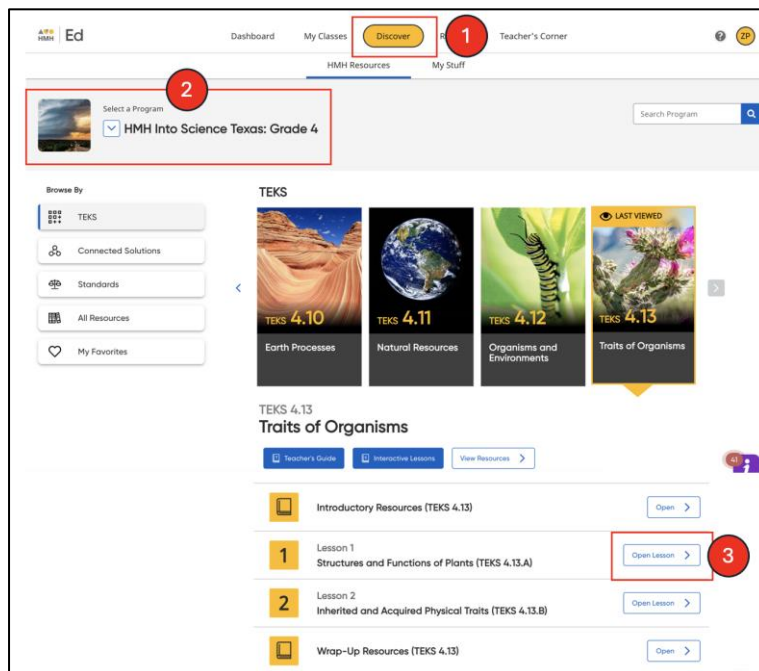
Option A: Launch Notebook from the Connected Solution button on Ed

1. From the Discover Tab
2. Select an HMH Into Science Texas program
3. Select Connected Solutions on the left.
4. Then, select the PocketLab button to launch.



## Option B: Launch Notebook from an Activity Card on Ed

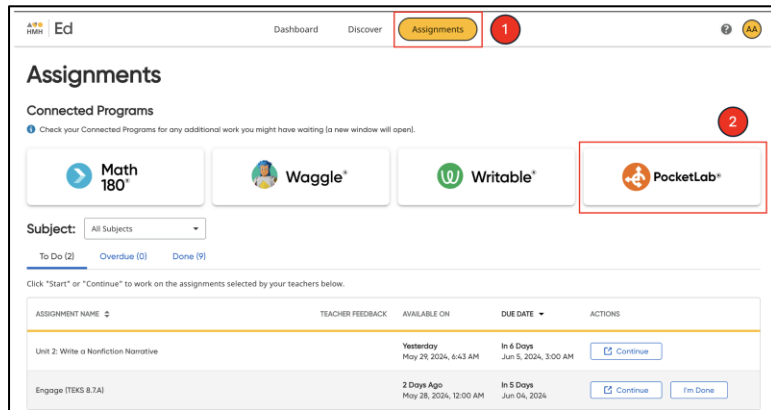
1. From the Discover Tab
2. Select an HMH Into Science Texas program
3. Open a Lesson
4. Select the PocketLab Notebook Activity to launch



## How do my students launch PocketLab Notebook?

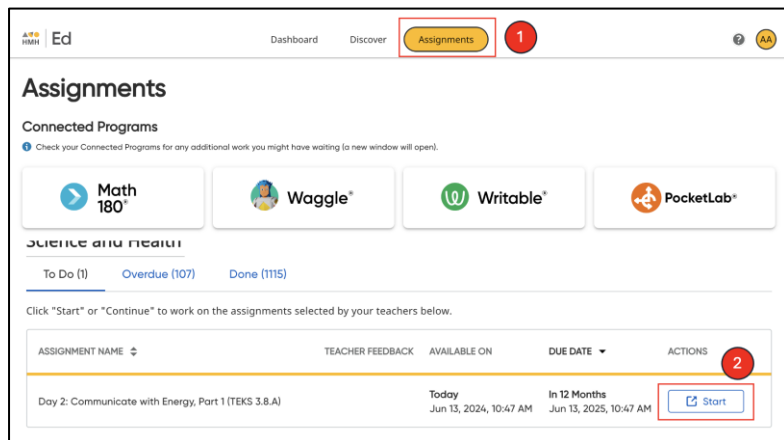
Option A: Launch Notebook from the PocketLab button on Ed

1. From the **Assignments** Tab
2. Select PocketLab from the Connected Programs



Option B: Launch Notebook from an assigned Notebook activity on Ed

1. From the **Assignments** Tab
2. Select PocketLab from the Connected Programs



# PocketLab Notebook Basics

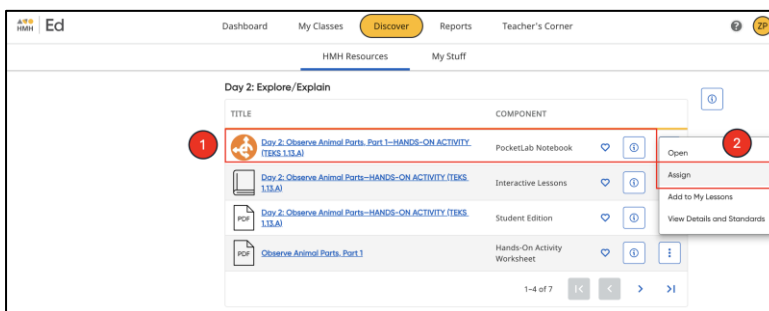
## How do I assign hands-on activities in PocketLab Notebook?

Assigning hands-on activities is a two-part process that can happen in multiple ways.

### Part 1: Assign

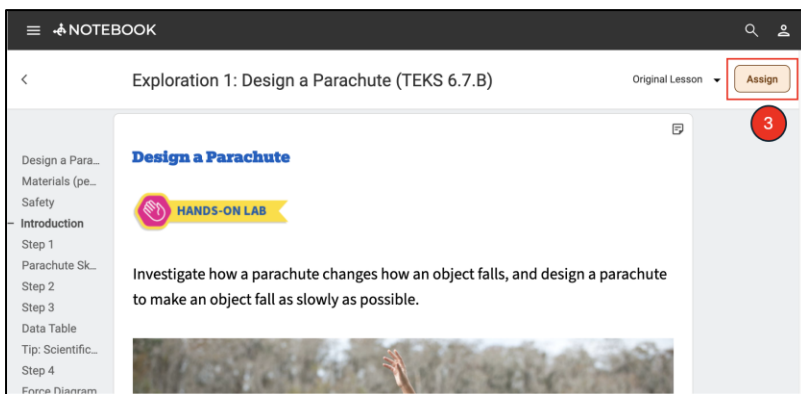
#### From an Activity Card on Ed

1. From a PocketLab Notebook Activity Card
2. Select the three-dot menu and select Assign



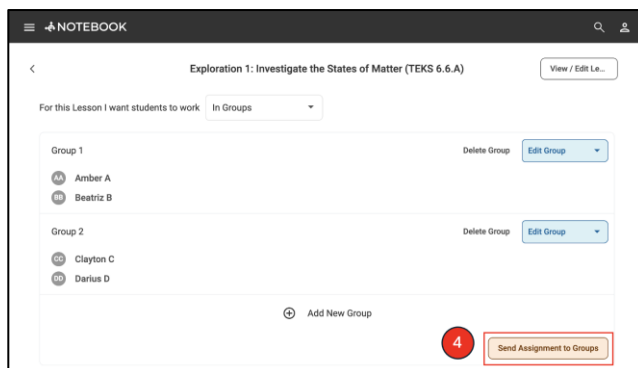
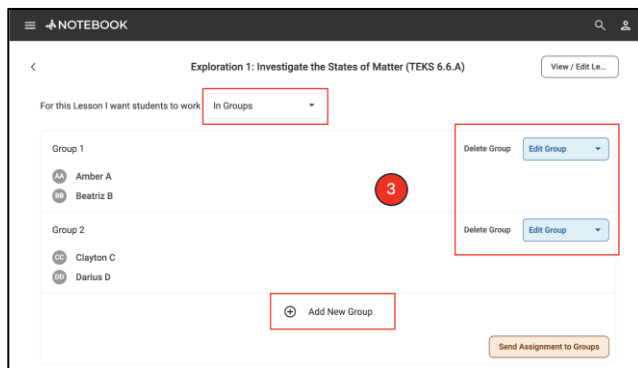
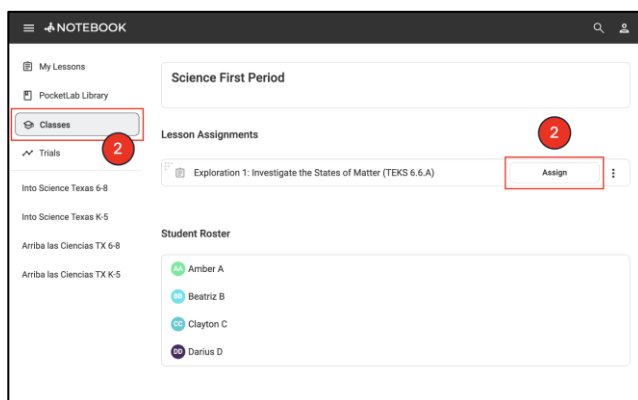
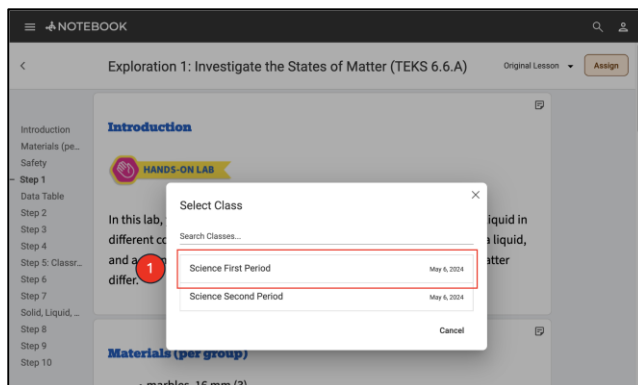
#### From the Activity in Notebook

1. Select Assign in the upper right



## Part 2–Select Class and Send Assignment to Students

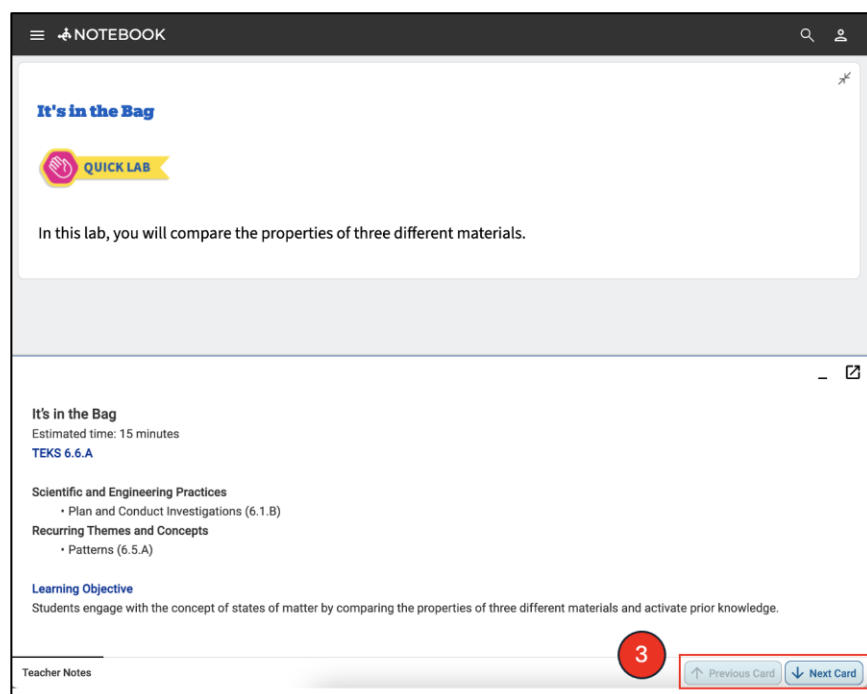
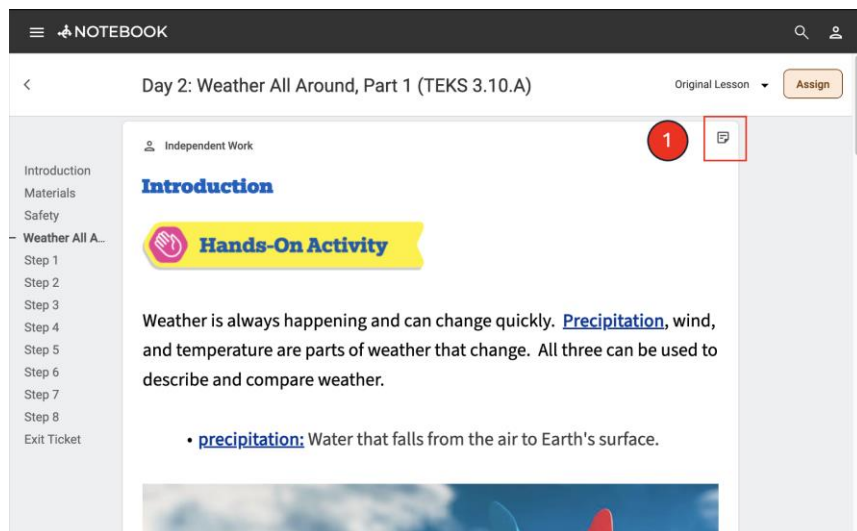
1. Select a Class.
2. From the Classes page, select **Assign** next to the desired activity.
3. Choose to assign to students in **Groups** or **Individually**. For groups, select **Add New Group** and choose which students are in each group.
4. Select **Send Assignment to Groups**. Your lesson is now assigned, and students will see the lesson when they access PocketLab Notebook.



## How do I access teacher support in PocketLab Notebook?

HMH Hands-On Activities in PocketLab Notebook include support for teachers to facilitate each activity.

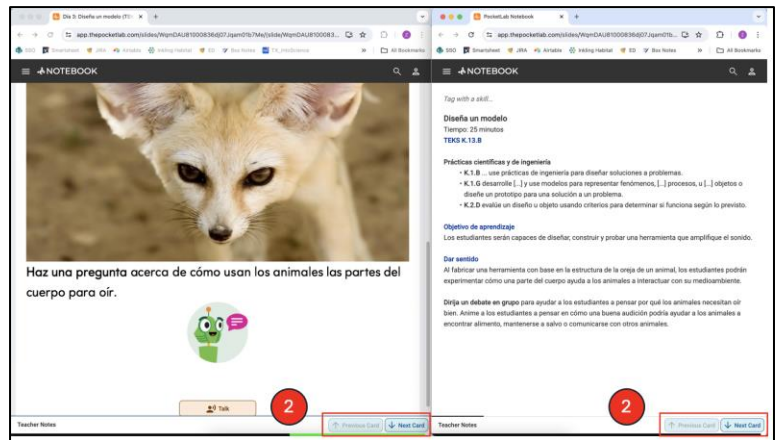
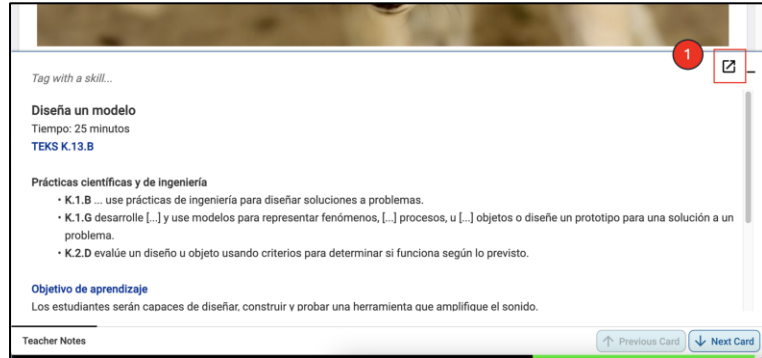
1. In an open activity, select the Notes Icon in the upper right of a card to enter **Slide View** with the Teacher Notes panel open.
2. The Teacher Notes include standards support, facilitation notes, and sample answers.
3. You can use the **Previous Card** and **Next Card** buttons to navigate between cards and explore all Teacher Notes for an activity.



## How do I sync Teacher Notes and Slide View?

Teachers can sync the Teacher Notes and Slide Views in different tabs for a better facilitation experience.

1. Open the Teacher Notes and select the **Expand** option at the top right of the Teacher Notes. This opens the Teacher Notes in a new tab.
2. Selecting **Next Card** or **Previous Card** at the bottom right of either the Card view or the Teacher Notes view will also move the other view.

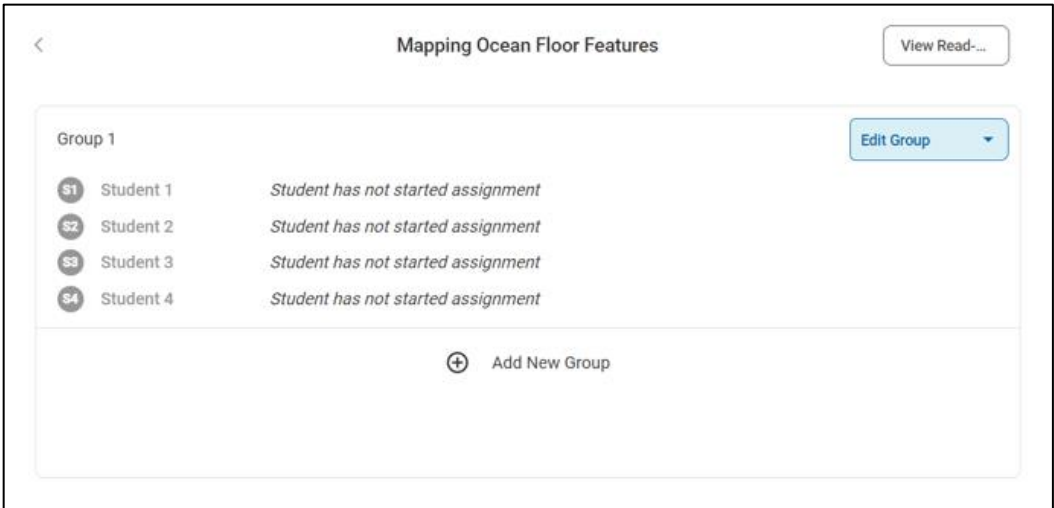




# How do I use the Teacher Dashboard to review progress and give feedback?

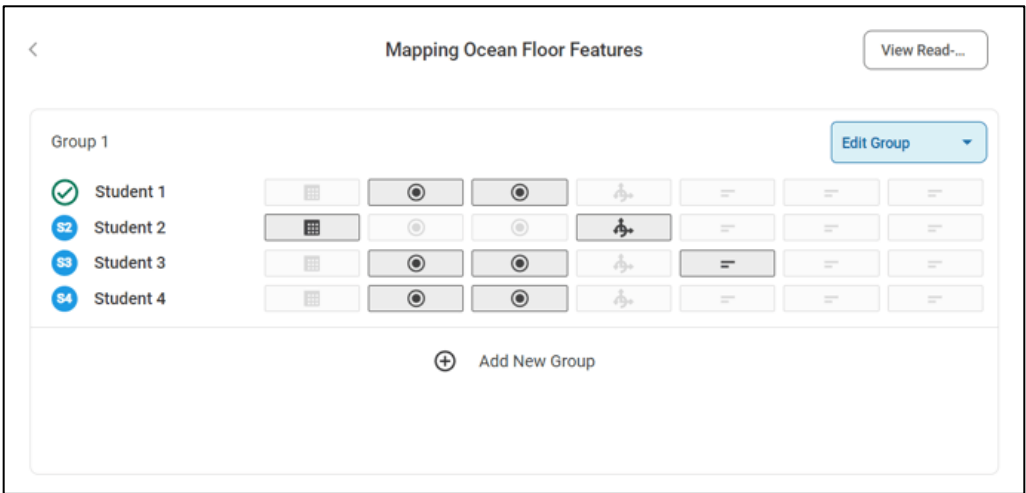
## Teacher Dashboard

After assigning an activity to students, the dashboard will display student progress. In the image below, you can see that none of the students have started the assignment.



After students start an activity, the dashboard will show one icon for each card students can enter a response for, such as free response, multiple choice, or drawing.

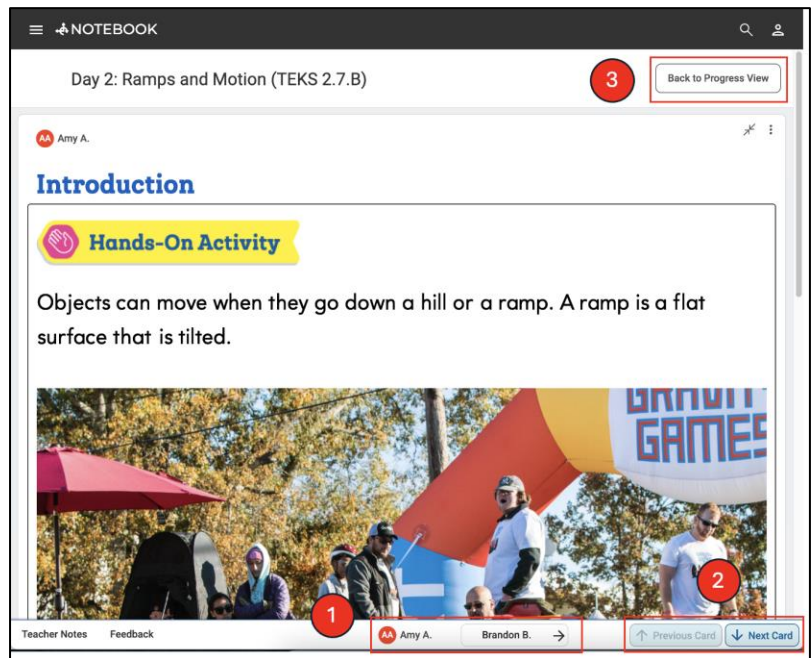
After students have made some progress in the activity, the icons will become darker grey, showing the cards each student has entered an answer for.



## Review Student Responses

Clicking on any of the icons will let you jump into that student's activity to see their answers.

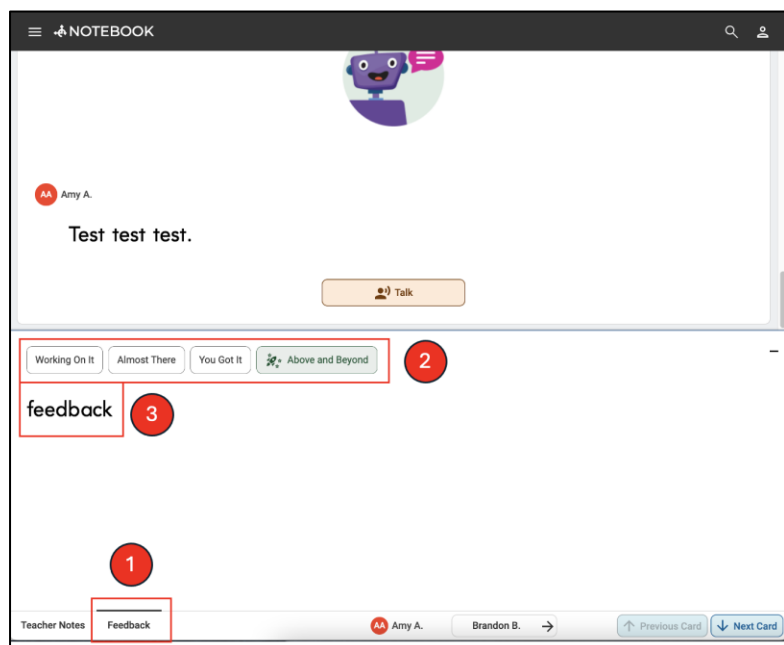
1. From this screen you can use the options on the bottom to move to another student's answers.
2. Or you can move to the other sections in that activity for the same student.
3. **Back to Progress View** will take you back to the dashboard.



## Give Feedback

You can provide feedback to students in real-time as they complete an activity, or after they have turned the activity in.

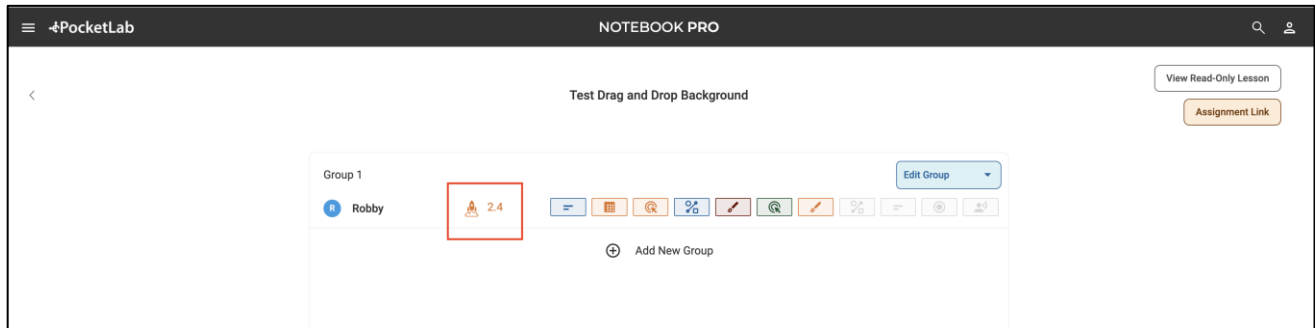
1. You can open the **Feedback** tab at the bottom of the screen to give students feedback on their work.
2. You can use the **Quick Feedback** options.
3. Or type specific feedback for the students.



## Assignment Mastery Score

After giving quick feedback, the sections will be color coded so you can see how students are doing at a glance. More blue (You Got It) and green (Above and Beyond) mean students have a good understanding of the topic.

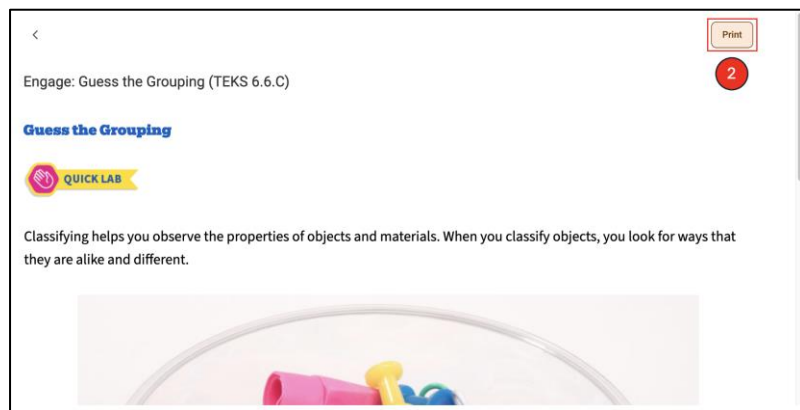
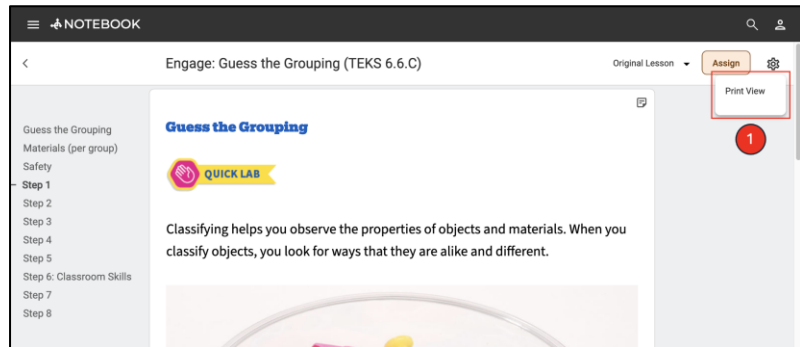
The Quick Feedback options are related to the Assignment Mastery Score on the Progress Dashboard. The mastery score is an average of the quick feedback options the teacher selects for the activity.



## How do I print an activity from PocketLab Notebook?

You can provide feedback to students in real-time as they complete an activity or after they have turned the activity in.

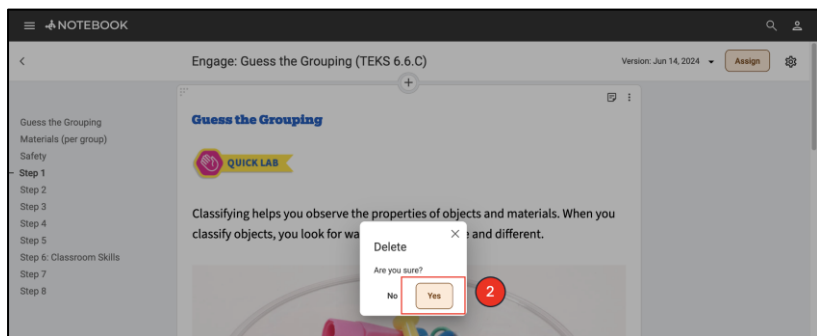
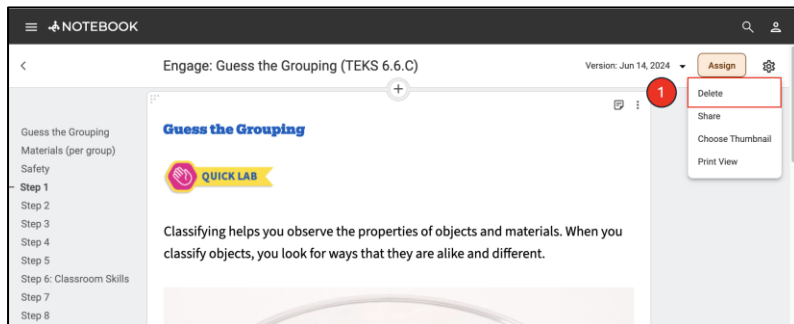
1. Select **Print View** from the setting menu at the upper right.
2. Then select **Print** from the upper right.



## How do I delete a version of an activity from PocketLab Notebook?

You can delete a version of an activity that you have created.

1. From the version you want to delete, select **Delete** from the setting menu at the upper right.
2. Then select **Yes** from the dialog box. The version will no longer be available from the versions drop-down menu.

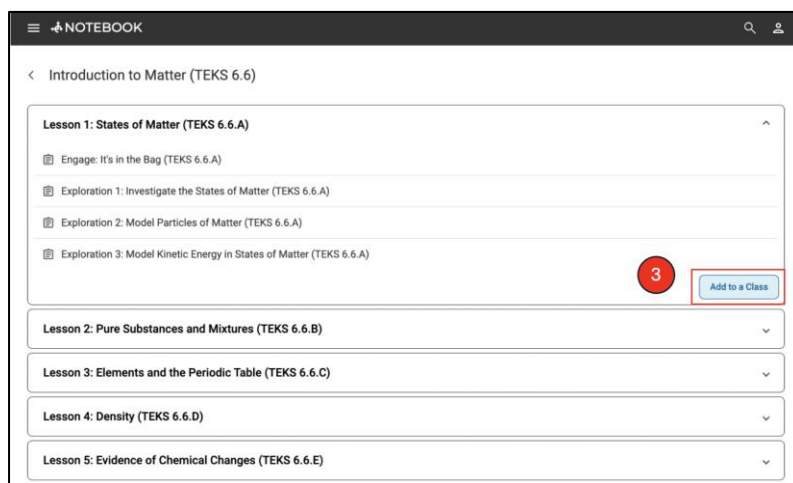
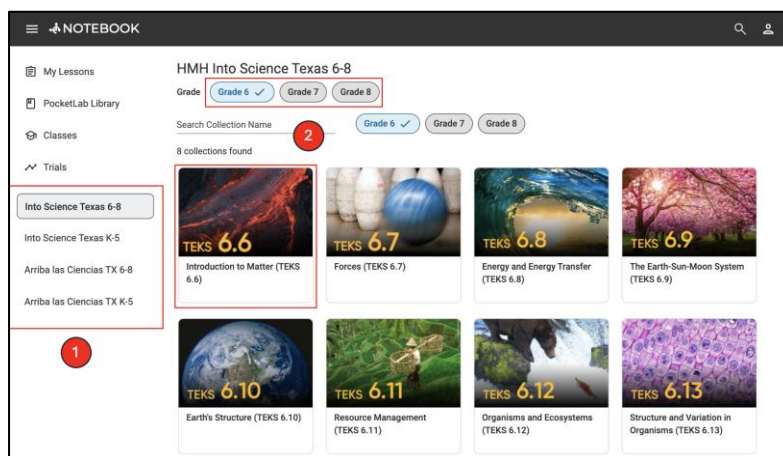


# Using Lesson Libraries

## How do I use the HMH Lesson Library?

The HMH Lesson Library has HMH Into Science Texas hands-on activities sorted by grade and TEKS.

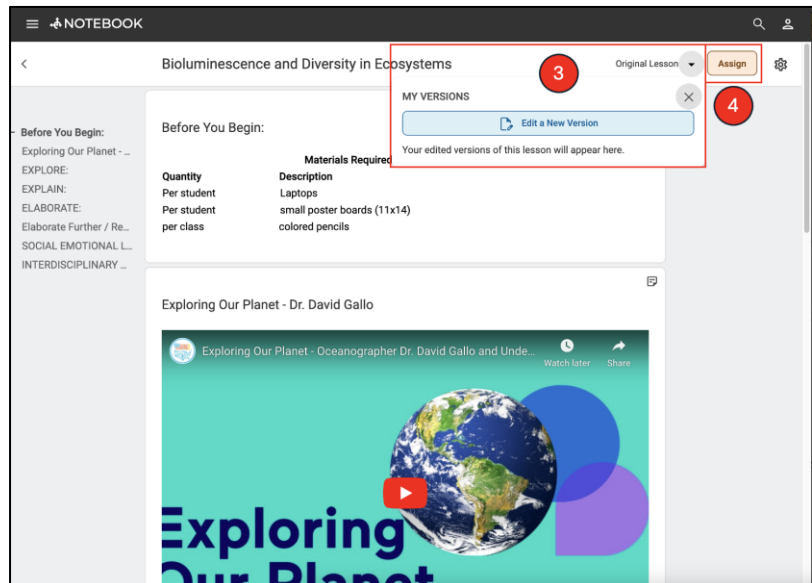
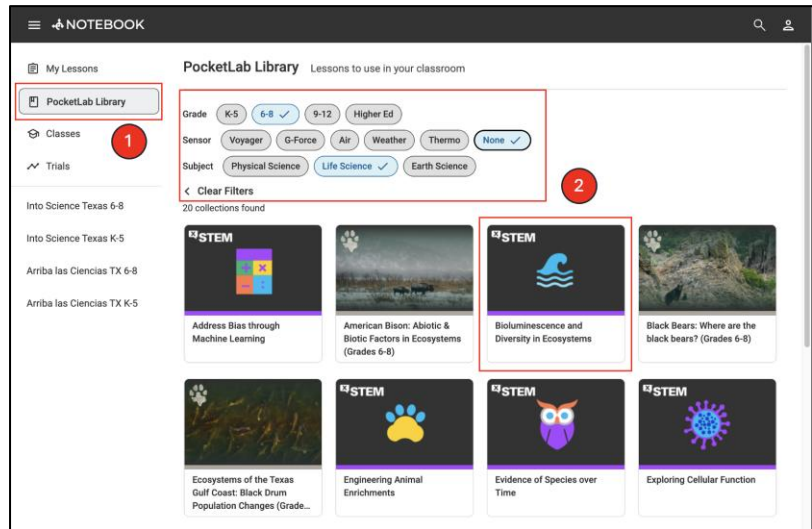
1. Select your HMH Program on the sidebar to the left.
2. Find your grade and select a TEKS.
3. The Activities are sorted by lesson. Select an Activity you want to assign and **Assign** at the upper right OR you can assign all Activities from a lesson by selecting **Add to Class** on the Collection Page.



## How do I use the PocketLab Library?

The PocketLab Library has free resources for teachers to use. Here, you'll find an ever-growing list of lessons, investigations, and activities. You can browse through and use filters to find activities that would work well in your class.

1. Select **PocketLab Library** on the sidebar to the left.
2. Use the filters to find and select an **Activity**.
3. You can **Edit** the activity to customize for your students.
4. And then **Assign** the activity to your class.

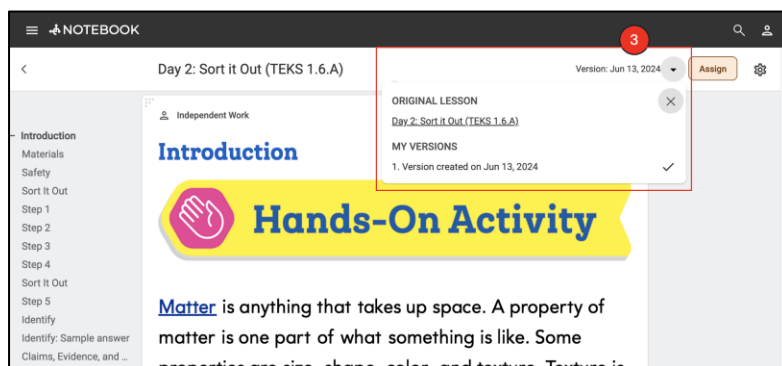
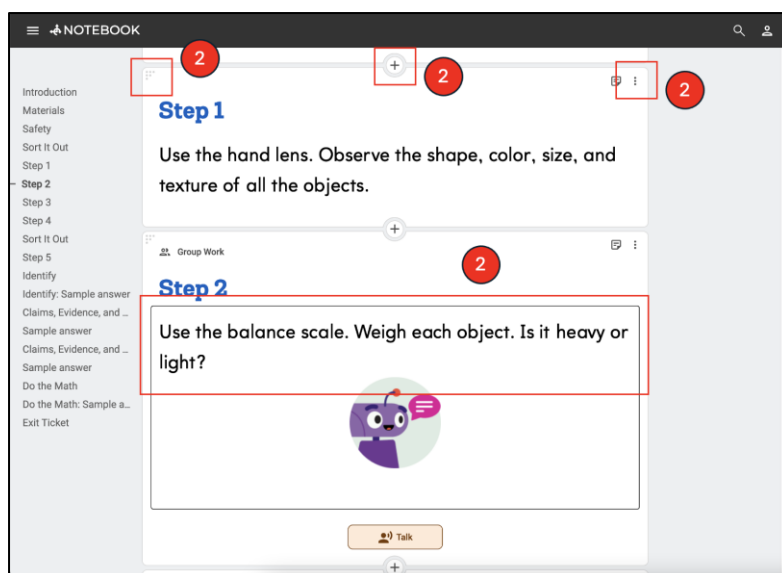


# Customization and Collaboration

## How do I customize activities in PocketLab Notebook?

Meet the needs of your classroom and students by customizing hands-on activities on PocketLab Notebook. You can directly edit any card in the activity, add your own card, reorder the existing cards, or delete cards.

1. From an open activity, select **Edit a New Version** to make an editable copy.
2. Ways to customize an activity:
  - Edit the text of a card directly.
  - Select the Plus Sign to add a card and add your text and/or images.
  - Use the grab area at the upper left of a card to drag and reorder cards.
  - Select the three dots at the upper right of a card to delete a card.
3. You can get back to the original version of the activity by selecting the top version from the drop-down menu. You can use the drop-down menu to access the original version and your customized versions.





## How can I adjust Cards in PocketLab Notebook?

There are several actions you can take at the Card level to Delete, Move, or Adjust Grouping, as well as move in and out of Notes/Slide View.

### Card actions

#### Delete

Select the three dots on the right and select Delete to permanently remove a card.

#### Move

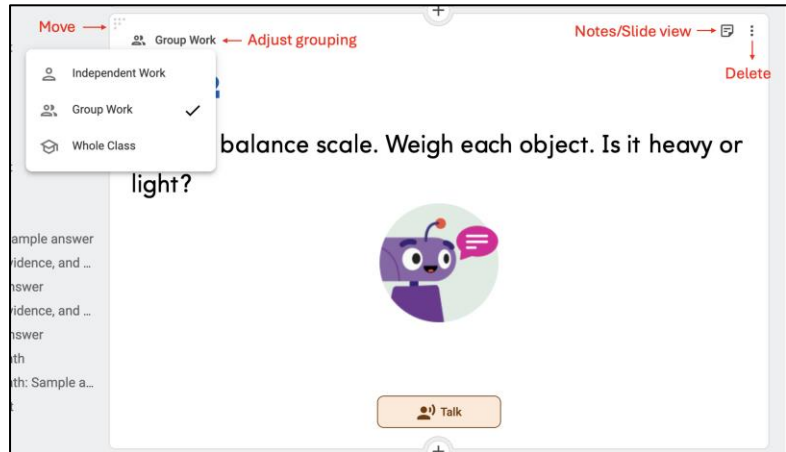
Use the grab area in the upper left to drag Cards into a new order.

#### Adjust Grouping

Decide whether cards should be completed by Individuals, Groups, or the Whole Class. This affects whose answers students can see in a card.

#### Notes/Slide View

Use the box and cross to move between Notes/Slide View, which shows one Card at a time with an option to show Teacher Notes, and the main view, which allows you to scroll through an entire activity.



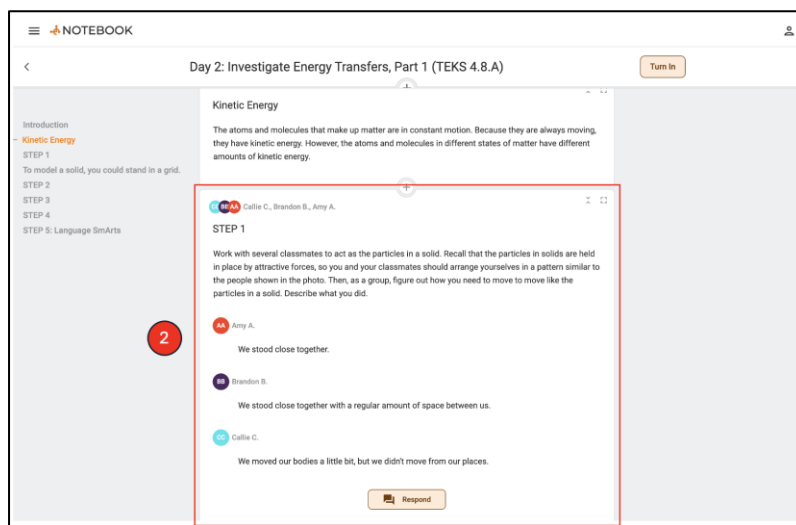
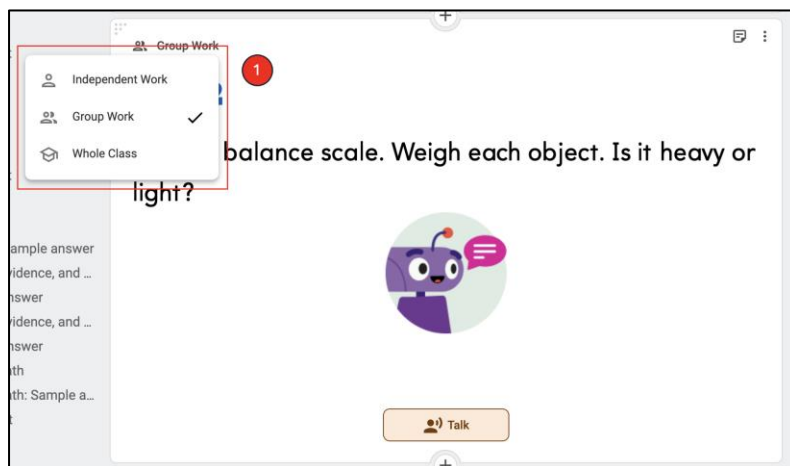
## How do I encourage collaboration with PocketLab Notebook?

HMH Into Science Texas Hands-On Activities in PocketLab Notebook can be completed by pairs or groups of students. Students can work together to complete the steps and responses for each card in an activity. Students can also make their own lab reports.

### Group Answers with Group Discussion and Class Discussion Cards

Students can collaborate and build an answer together using PocketLab Notebook's Group Discussion or Class Discussion cards.

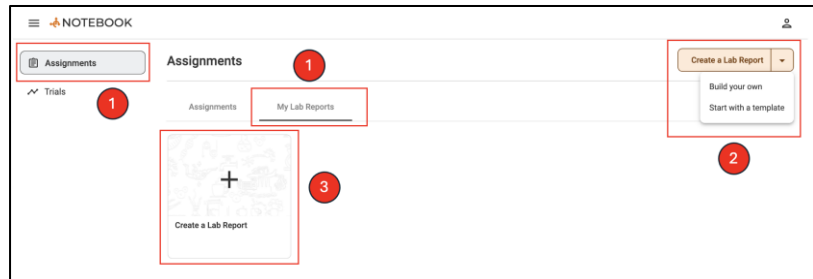
1. You can **Adjust the Grouping** for each card in Notebook. There are three grouping options: Independent Work, Group Work, and Whole Class.
2. Each student in the group can **Respond to a Group Discussion card**, and each student in the class can **Respond to a Class Discussion card**. Students can build on each other's answers and engage in debate when there is disagreement.



## Making a Lab Report

Students can create their own lab report in Notebook.

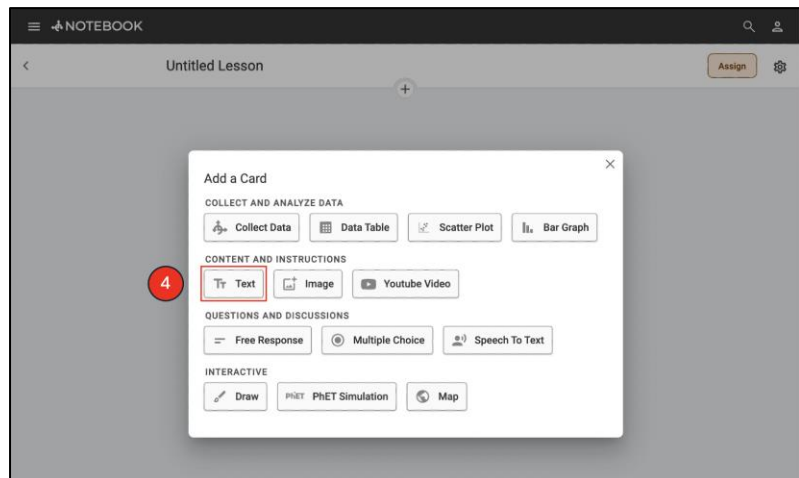
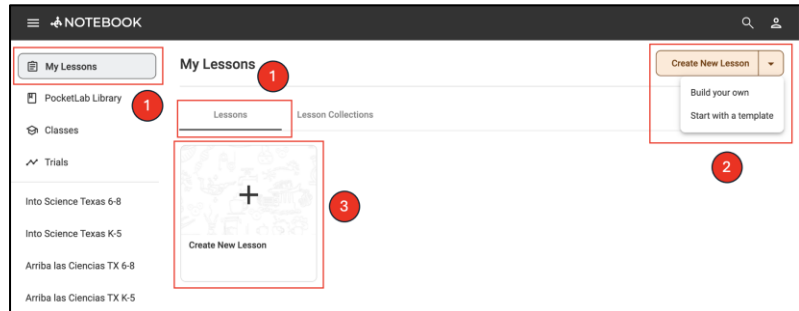
1. From the **Assignments** section, students select the **My Lab Reports** tab.
2. If students select **Create a Lab Report** at the upper right, they can choose to **Build your own** or to **Start with a template**.
3. If students select the **Create a Lab Report** card, they will automatically be prompted to build their own report.



## How do I create a Lesson/Activity in PocketLab Notebook?

You can make your own activity in Notebook, or you can build an activity using a template.

1. On the My Lessons page, select the Lessons tab.
2. If you select **Create New Lesson** at the upper right, you can choose to **Build your own** or **Start with a template**.
3. If you select the Create a Lab Report card, you will start with a blank lesson.
4. Add your first Card. A **Text Card** is a good place to start.
5. Click the plus sign to continue adding Cards until you are finished building your activity.



There are different types of Cards you can add.

- **Collect Data**—Connect to a PocketLab sensor.
- **Data Table**—Create a simple data table.
- **Bar Graph** —Add a graph where students can manually input data.
- **Scatter Plot**—Add another graph for students to manually input data.
- **Text**—Add observations, lab procedures, conclusions, etc. You can also embed images in Text Cards.
- **Image**—Upload a standalone image to your Lesson.
- **YouTube**—Embed a YouTube video.
- **Free Response**—Students type an answer to a question.
- **Multiple Choice**—A multiple choice question where you can mark answers as correct and give students automated hints and feedback. Questions can have 1 or 2+ answers.
- **Speech-to-Text**—Students speak their answers, and the card records the answer in writing.
- **Draw**—Add a Drawing panel where students can make simple drawing or annotate images that you upload.
- **PhET Simulation**—Choose from a library of simulations that students can interact with.
- **Map**—Add a map where students can add waypoints.

## How do I share an activity in PocketLab Notebook?

You can share any version of an activity you customize in Notebook with other teachers who have an Into Science Texas program.

1. Select **Share** from the settings menu at the upper right.
2. Then copy the link to share with other teachers.

