Tenacity Nearpod Facilitator Guide

Purpose of this Guide

The Tenacity Nearpod Facilitator Guide aims to organize resources for facilitators to successfully implement the 4 Nearpod lessons. The Guide includes:

- How to request access to a Nearpod
- How to embed Nearpod in Canvas
- Lesson Plan Links
- Independent Work
- Resource Links

Purpose of the Nearpods

The most commonly implemented and requested Tenacity lessons were adapted into Nearpod lessons for SY2425. These lessons were created in Nearpod in order to provide flexibility and build capacity for facilitators while also creating greater accessibility to students. These topics, presented in recommended order, include:

1. Resume *(40 minutes)*
2. Creating Your Own Brand & Digital Footprint *(30 minutes)*
3. Professional Communication *(60 minutes)*
4. Interviewing *(45 minutes)*

Implementation Methods

The Tenacity Nearpods were created and designed to provide facilitators with differentiated implementation methods in hopes of reaching more students. The Nearpods can be implemented in the following formats:

- **Self-Paced:** Facilitators share the link to the Nearpod lesson with students allowing them to complete by a deadline identified by the facilitator. Lessons include links to upload assignments.
- **Facilitator/Teacher Led:** Lessons can be utilized within the classroom, or a workshop setting led by a teacher/facilitator.

All methods allow for facilitators to customize independent work assigned based on needs and organization of the program, cohort, or class (*See Lesson Plans for more information*).

As facilitators of the lessons, you must decide how you plan to hold your students accountable for completing the lesson (ex: attendance, independent work submission, progress through checks for understanding within the lesson). To monitor student progress throughout the lesson, please make sure to download a copy of student responses prior to most recent Nearpod link expiring. As a reminder, the facilitators/teacher set the expiration date to access the Nearpod lessons within their account.

Request Access to a Nearpod

To request access to a Nearpod, visit DCPS Career Preparation website (dcpscareerready.org). Navigate to the *For Educator*s tab and select *Tenacity Resources* from the drop-down menu. Once you arrive to the *Tenacity Curriculum* landing page you will navigate to the table under *Tenacity Resources* section. Click *Request Tenacity Course in Nearpod* in the row titled *Tenacity Course In Nearpod.* You will be directed to the *Stay Connected With DCPS Career Prep! page.* Complete the fields under *Contact Us* and share your interest in accessing a Tenacity lesson in Nearpod. A member of our team will receive this request and grant access to a copy of the Tenacity Nearpod(s). If you plan to use these Nearpod lessons with multiple cohorts/classes, you can make as many copies as you need within your account.

Nearpod Training

If you're new to Nearpod, check out their resources for teachers at https://nearpod.com/resources/. There are many "how to" videos and guides to support you in teaching with Nearpod. We recommend starting with *Nearpod for Beginners* and *Create and Edit Nearpod Lessons*. Nearpod also offers live professional development sessions. You can access the PD calendar by clicking on *Live Webinars* from the resources site.

How to Embed Nearpod in Canvas

Before following these steps, you will need to have a Canvas course set up and have access to the Nearpod lessons (see above for how to request).

1. Go to Canvas and create a new assignment. Provide guidance for the Nearpod in the description (such as explaining that this assignment will take place in Nearpod, previewing the topic, etc.).
2. Under *Submission Type*, select *External Tool,* and select *Nearpod.* Your Nearpod lessons will appear here. Choose the relevant lesson, and select self-paced.
3. Click *Find* and Canvas will locate the Nearpod.

Lesson Plan Links

- Resume
- Creating Your Own Brand & Digital Footprint
- Professional Communication
- Interviewing

Independent Work

The Nearpod lessons are designed for you to edit and differentiate to best meet the needs of your students. One important place you can do this is with the Independent Work. Each lesson plan includes one or more tasks students can complete as independent work. The variety of options is designed to meet students where they are upon completion of the Nearpod. You may opt to only provide one assignment, to assign the different assignments to individual students, or to allow students to choose from the multiple assignments.

You will need to decide how you want students to submit their independent work. Some ideas include:

1. Creating an assignment on Canvas
2. Creating a shared folder for students to add work to
3. Creating a Microsoft Form that students can upload their work to
4. Emailing the completed assignment to you

Whichever method you choose, note that the Nearpod does not provide directions for *how* students should submit their work. You will need to either edit the independent work slide to add submission guidance, or otherwise share your preferred submission method with students.

Resource Links

Lesson Plan	Resources	Examples
Resume	Link to Resources	• Sample Resumes • Resume Template • Link to Career Coach DC
Creating Your Own Brand & Digital Footprint	Link to Resources	• Elevator Pitch template
Professional Communication	Link to Resources	• "Thank You" Letter template • Intern "Thank You" email
Interviewing	Link to Resources	• "Thank You" Letter template • STAR Method • Common Interview Questions • Interview Format Checklist

Contact Us

Thank you for reading the *Tenacity Nearpod Facilitator Guide.* If you have any questions about this guide, the Nearpod lessons, or the Tenacity Curriculum, please contact us at DCPSCareerReady@k12.dc.gov.