Curriculum Sharing

Curriculum sharing is available to share with all School Pathways schools (schools). It is not limited to schools within your district. Curriculum available in Teachers>Manage Curriculum can be shared. Once the Curriculum Sharing function has been turned on – you will be using the Manage Curricula (Teachers>Manage Curriculum) function and the Bookshelf function (Admin>Settings>Bookshelf Settings). If you do not see a school you wish to share with listed in the Bookshelf Settings area, please contact your School Pathways Account Manager.

Sharing from a School:

Location: Teacher Pages > Manage Curricula

- 1. Search the Master Curricula by ALL (all staff at your school) or a specific staff.
- 2. Under the Sharing column, click on one of the links to 'Set Course Shares' next to the curricula you want to share. You will later be able to choose more.

1	Add/Edit Course Curriculum Properties										
Reeves, LeAnn Reeves, LeAnn Show Only Non-Hidden Curricula Show Only Hidden Curricula Show All Curricula											
	ope	poate									
		Local Id	Name	Owner	# Classes	Edit	Sharing				
		4384	0-8 - Great Science Adventures, Discovering Earth's Landforms - Common Sense Pre [SP] [Custom]	Reeves, LeAnn	7	Edit Properties	Edit Conten	Set Course Shares			
		4559	0-8 - Great Science Adventures, The World of Light and Sound - Common Sense (200 [SP] [Custom]	Reeves, LeAnn	1	Edit Properties	Edit Conten	Set Course Shares			
		4391	0 - California Mathematics, Concepts, Skills, and Problem Solving - Macmillan Mc [SP] (Custom)	Reeves, LeAnn	1	Edit Properties	Edit Conten	Set Course Shares			
		4068	1-5 - How to Make Books with Children Series, Literature and Writing Connections [SP] [Custom]	Reeves, LeAnn	2	Edit Properties	Edit Conten	Set Course Shares			
	8	4782	1-6 - Science in a Nutshell, Charge It, Static Electricity - Delta Education (19 [SP] [Custom]	Reeves, LeAnn	1	Edit Properties	Edit Conten	Set Course Shares			

- 3. Set up schools to share:
 - To share curricula with a school, type in the scope name exactly as it displays on the browser bar for example: https://milestonehs.plsis.com would be typed in as milestonehs. This is typically done for you by School Pathways. Please call if you need assistance.
 - $\circ\,$ Click on 'Add Share.' If you get an error, contact your School Pathways Account Manager to allow the school setting.
 - $\circ\,$ When a school is added to share, the school will then display on the left side of the page under 'Currently Shared With'
 - If you would like to remove a sharing school, you can click on the red X next to the school name and the curriculum will not be available to share.

Manage Course Shares		Grid View
Currently Shared With	Add Share	
X none	To share this course with another school, enter their scope name:] Add Share]
Done		

• Grid View:

Courses and schools can be mass shared or mass unshared by clicking on the checkbox next to the course title/school.

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S - L4L Integrated Science I (2014)	🛛 avla	Const 🖾	desertsands	diegohills	vistareal
HS - L4L - English 10 (2014)	🗹 avla	Cowest	desertsands	diegohills	🔲 vistareal
HS - L4L - English 11 (2014)	🗸 avla	Cowest	desertsands	diegohills	vistareal
HS - L4L - English 12 (2014)	🗹 avla	Cvwest	desertsands	📝 diegohills	📃 vistareal
HS - L4L - English 9 (2014)	🔽 avla	Cywest	desertsands	diegohills	Vistareal

Importing Curriculum in the Receiving School:

Location: Admin > Settings > Bookshelf Settings

1. Below the title 'School Pathways School Sharing,' click on your sharing school link.



- 2. Import Course:
 - Check the course(s) to import
 - $\circ\,$ Enter a Unique ID examples of unique IDs could be words, letters or a combination of each.
 - Choose the general curriculum Category the curriculum will be found in when searching.
 - Set the Range. Some curricula may originally be personal while others are set to school. If you want to change all that are imported to a range, do that now and UPDATE RANGE.
 - Distribute resources: Reference or Copy. This only pertains to curriculum imported from online sources.
 - Click on the button ' Import Courses'

School Pathways School Sha	nool Pathways School Sharing Bookshelf Manager. leam4life						
	Importing for.						
Select the courses you wish to import.							
CNR Cnt	Set Unique ID/Category		ExtID	Course	Descr Edit		
I Unique ID	Flectives		1737	HS - L4L - English 10 (2014)	[Descr]		
			1737	NS-14L-Exclude 10 (2016) (Spect	(Descri) (Edit		
2 Spec	Firstives		1738	HS - L4L - English 11 (2014)	[Descr]		
	LILLITUS.						
3 Unique ID	Elections		1739	HS - L4L - Explisit 12 (2014)	[Descr]		
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E. A function in	Electron		1736	HS . 14L . English 9 (2014)	[Descr]		
Unique ID	Electives		11.00	the task integrate a particular	[manual]		
	5 Unique ID Electives		4747	NF 141 Interested Palance 1/204-0	(Decen1		
 Unique ID 			1763	HS -LAL REPRESE SCHOOL (JUNA)	(Descr)		
Select All	Select All						
The set	ate Local Cosine			Distribute recourses by: 🙃 Deference 👄 Conu	Incore Contains		
Denter Locar Copers				Distribute resources by. Reference Copy	import Courses		
				Do not require uniqueness.			
Mass set selected local	courses to range						
- Voctate Ranges							

3. Import Status

A copy of the shared course has been imported into the receiving school.
 Black – Shared / not imported.

Blue – Imported course.

- Click on the 'Edit' link.
- $\circ\,$ Change the Range from Personal to School Name, in order for the course to be used by the entire school. Save.

Note: Other settings - Change create/owner – when the course is imported, it will be imported under the name of the user who is currently logged in. You may want to set the Creator/Owner to the actual creator of the course from the sharing school.

	2 Unique D Electives		1738	HS-L4L	- English 11 (2014)	[Descr]
			1738	HS+L4L	English 11 (2014) [Spec]	[Descr] [Edit
1	Add/Edit Course Curriculum Properties					
1	Created On: Mon Aug 25, 2014 - 1:04 pm ast Edited On: Mon Aug 25, 2014 - 1:04 pm					
	Name*	HS - L4L - English 11 (2014) [Spec	1			
	Category*	Electives	-			
	Gradel evels*	FUU FIAS FIUS FILE FIN FI	ID 🖂 ТК 🖂	PS 🖂 KN	01 02 03 04 05 06 07 08 09 10 01 12	
	Range	Personal	1			
	Creator/Owner	desertsands .				
	Fext (Description)					
1	Hide Course					
	Cancel				Delete	Save & Exit

Review Curricula:

<u>Teacher Pages > Manage Curricula</u>

1. Search the Manage Curricula by ALL or specific staff and 'Show All Curricula'

Note: the unique id is displayed in brackets after the course title. This is what the users will see when assigning curriculum.

Last update: 2017/01/30 plsis:curriculum_sharing_between_schools https://schoolpathways.com/knowledgebase/doku.php?id=plsis:curriculum_sharing_between_schools&rev=1485797068 17:24

From:

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Permanent link:

https://schoolpathways.com/knowledgebase/doku.php?id=plsis:curriculum_sharing_between_schools&rev=1485797068

Last update: 2017/01/30 17:24