## **Technology-Enabled Activity Planning Document**

This document may help you plan your creation, as well as encouraging you to estimate how much time you will need to invest.

|  |  |
| --- | --- |
| Title: | [*Mind Maps for Assignments}* |
| Tool using: | [*Mind Meister*] |
| Idea: | [I will encourage students to collaborate synchronously/asynchronously online in making mindmaps when approaching assignment reports. Currently, some aspects of the assignment remain unanswered or not fully explored.  By collaborating in brainstorming solutions and also using mind maps such as essay writing/report writing mind maps, I hope they will have a tool to take them methodically along the assignment response.] |
| Curriculum integration: | [This will build upon important skills such as critical thinking, backing one’s answers with evidence and structuring their reports in a logical and organised manner. This will be of immense use to the students even beyond the classroom, as they move onto jobs. It will also help them in communicating their ideas in all spheres of life, not just written, formal communication.  *List any curriculum concepts/skills/activities that the tech creation will either include, assess or build upon* ] |

Now**,** identify what tasks are involved in your creation and estimate how much time it will take to complete them. It’s not a commitment to a particular approach, rather a guide for you to anticipate what will be required.

Enter an ‘X’ in any column next to a task your creation will entail, and then predict how long it will take you to do (in hours).

|  |  |  |
| --- | --- | --- |
| **[ X ]** | **Task** | **Est. time (in hrs)** |
| x | Generate ideas | 15 |
| x | Conduct research | 20 |
|  | [Storyboard](https://en.wikipedia.org/wiki/Storyboard) |  |
|  | Write script |  |
|  | Find graphics (don’t forget to attribute!) |  |
|  | Create graphics |  |
|  | Record & edit audio |  |
|  | Record & edit video |  |
| x | Write copy (text) | 20 |
|  | Design website (or style web authoring tool, like Scalar or Prezi) |  |
|  | Write code |  |
|  | Identify and remedy any accessibility barriers (e.g. captioning) |  |
| x | Review for errors | 5 |
|  | Other: |  |
|  | Other: |  |
|  | Other: |  |
|  | Other: |  |