

Skills builder teacher guidelines

Skills builder helps pupils and teachers discover skills, while progressively collating and evidencing learning outcomes and experiences relative to the 'I can' statements.

This exciting new digital resource has been designed to seamlessly integrate into every day classroom activities and topic work. For example, if the class topic was Our village, Exploring the concept of work, the pupils could record and reflect on their trip to the local post office or bakery. By uploading a picture they drew or a photo they took, giving a brief statement of any questions, activities or observations they made whilst participating in the trip, the pupils quickly discover their skills and build their profile. The same also could be said for any sporting, creative or voluntary activities the pupils take part in both and out of school.

All you need to do is follow these steps:

1. Creating a group

- Log onto My World of Work and go to the teacher resource area within your account.
- Choose Skills builder
- Select the Groups tab and then, + Add new to create a group or groups for your pupils.
- Give your group a name.
- Select which pupils you would like to include in the group.
- You can also create multiple groups for your class. This is particularly helpful when you have a composite class. For example, group one might be called Primary 6 and group two called Primary 7 (if you had a P6/7 class).
- Click on the drop down entitled I can statement to select the relevant statement and difficulty.

For example:

- My group name is Primary 6.
- I have selected six pupils (by simply clicking on their names) to join my group.
- From the drop down theme I have chosen Exploring the concept of work.
- From the I can difficulty I have chosen Second level.
- Finally I select the relevant I can statement. For the purposes of this lesson I am going to choose, "I can discuss the relevance of skills to the wider world and make connections between skills and the world of work."
- Now when my Primary 6 pupils log into Skills builder, they will each see that I have requested evidence of their knowledge and understanding of the lesson or topic by uploading their activities in either photographic, sound or film clips.

Skills builder teacher guidelines (cont.)

2. Recording and monitoring

- From this point your pupils can upload multiple activities to evidence the learning and understanding of the lesson and I can statement.
- If you click on the Dashboard tab, you can see the number of pupils you have, the total number of activities they have uploaded and the total amount of activities they have uploaded this week.
- If you scroll down you can see your groups, the I can statement you have chosen for each group and the number of pupils in each group.
- If you scroll down again you can see a snap shot of recently added activities and you can also click to view all activities.
- To view and rate your pupils activities in greater detail select the Activities tab.
- Here you will see a list of your pupils activities. To agree or disagree with the skills and the rating they have chosen simply click agree or disagree.
- If you click disagree, you will be taken to the pupils activity in detail.
- From this point you can see the skills they have chosen and their skill star rating.
- Using the skill sliders you can either award more stars or remove stars.
- If you disagree with any of the skills chosen by your pupil, you can simply zero the skills stars in that skill category, choose a new skill and give it a new star rating.
- Once you are finished click Rate this activity and then return back to Activities.

3. Completing a group

- Once you have finished the lesson and you are happy with the number of activities your pupils have recorded and tracked using Skills builder, click on the Group tab and select Complete group.
- To create a report of your pupils activities as an aggregated group simply select the Reporting tab, select the pupils and the I can statement and view the graph, to see skills development over time.