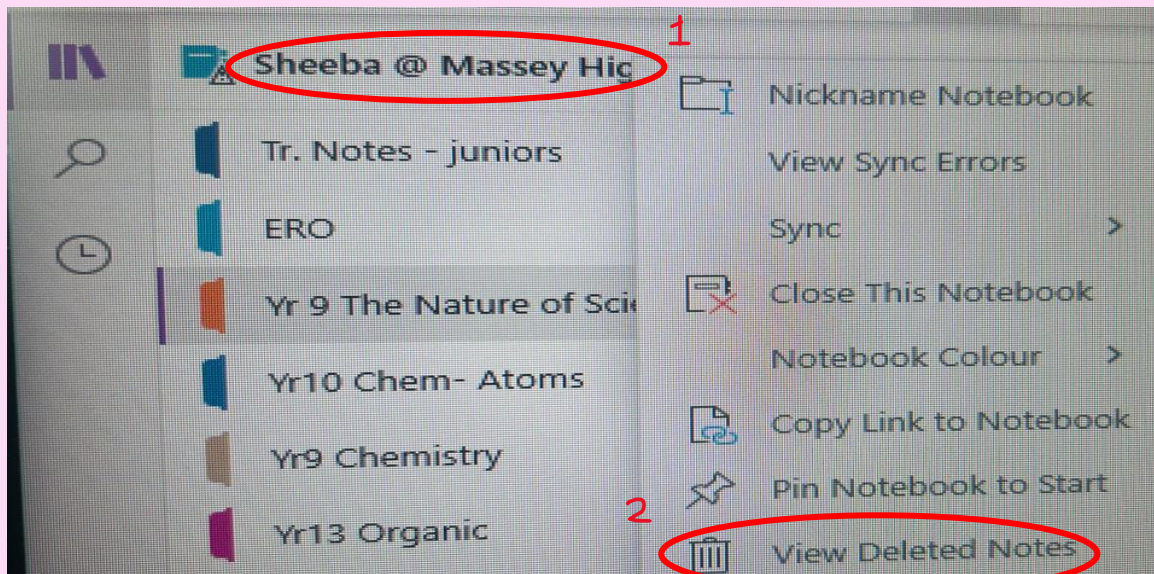


1. Personal OneNote Notebook



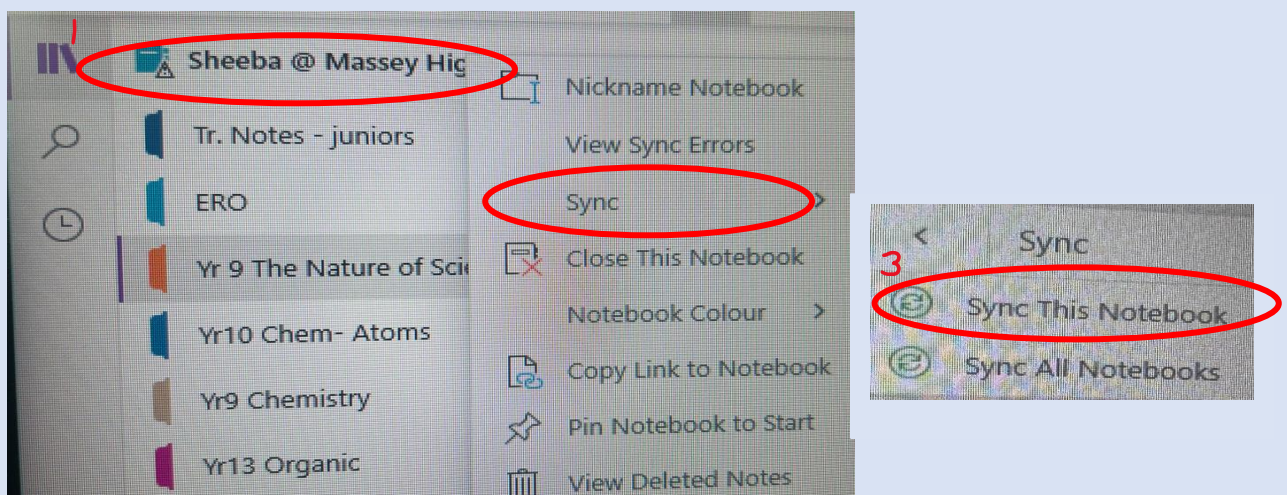
When you are creating new materials, it is preferable to work in your personal notebook, so pages do not get deleted accidentally, especially when a group of people are working in the same notebook. To be on the safe side always make a copy of the notebook page.

2. Deleted pages



If pages get deleted accidentally, then RIGHT click on the notebook, and go to VIEW DELETED NOTES and there is a possibility that you can find the deleted page there.

3. Syncing a OneNote Notebook



When you have distributed pages for your class and students do not receive the pages, then right click on your notebook and click on sync → sync this notebook.

4. Title page

Type in: Title page

Title page

Wednesday, 17 August 2022 12:45 am

SEEK THE HEIGHTS

Massey High School
Year 9 The Nature of Science
Knowledge Book

The first page could be a Title page. Copy and paste your image on the page.

5. Set picture as background

SEEK THE HEIGHTS

Massey High School
Year 9 The Nature of Science
Knowledge Book

Set Picture as Background

If you do not want the image to move, then right click on the image and click on: Set picture as Background.

6. Year planners

Year Planner 2023
Wednesday, 25 January 2023 7:33 pm

Title page
Year Planner 2023

Index
BLANK TEMPLATE
Skills Checklist
Letter home
SCHEME 2023

- ✓ L1 - What is Science?
 - Ans: L1 - What is Science?
- ✓ L2 - Safety in the Laboratory
 - Ans: L2 - Safety in the Laboratory
- ✓ L3 - Laboratory Equipment
 - Ans: L3 - Laboratory Equipment
- ✓ L4 - Bunsen Burner: Lighting
 - L4 - Bunsen Burner: Lighting
- ✓ L5 - Using a Bunsen Burner
 - Ans: L5 - Using a Bunsen Burner
- ✓ L6 - Bunsen Burner Driver's Licence
 - Ans: L6 Bunsen Burner Licence
- ✓ L7 - Observations
 - Ans: L7 Observations
- L8 - Measurement
- ✓ L8.5 (Jo) Measurement Practical
 - Ans: L8 Measurement

Year 9 Year planner 2023 (5-10 split VERSION 3)

Year 9 Year planner 2023 (10-5 split v4)

The second page could be the year planners. Teachers choose the planner for the class and delete the planner they don't need, before distributing the page to the class.

7. Index page

Title page
Year Planner 2023
Index

BLANK TEMPLATE
Skills Checklist
Letter home
SCHEME 2023

- ✓ L1 - What is Science?
 - Ans: L1 - What is Science?
- ✓ L2 - Safety in the Laboratory
 - Ans: L2 - Safety in the Laboratory
- ✓ L3 - Laboratory Equipment
 - Ans: L3 - Laboratory Equipment
- ✓ L4 - Bunsen Burner: Lighting
 - L4 - Bunsen Burner: Lighting
- ✓ L5 - Using a Bunsen Burner
 - Ans: L5 - Using a Bunsen Burner
- ✓ L6 - Bunsen Burner Driver's Licence

Index

Thursday, 26 January 2023 1:33 pm

Table of Contents

Lesson Numbers	Topic Names	sciPad online	sciPad BIG IDEAS BOOK	ep Education Perfect
1	What is Science?	Lesson 1	Page 7	Lesson 1
2	Safety in the laboratory	Lesson 4	Pages 8 and 9	Lesson 3
3	Laboratory Equipment	Lesson 3 and 6	Pages 10 and 11	Lesson 4
4	Bunsen Burner: Lighting	Lesson 7	Page 13	Lesson 5
5	Using a Bunsen Burner		Page 12 and 15	Lesson 2
6	Bunsen Burner Driver's Licence		Page 16	Lesson 7
7	Scientific observations	Lesson 9	Page 22	Lesson 8

The next page could be an index page to quickly gather information both for students and teachers.

8. Blank template

Can customise the page template and copy the template page so that all lessons have a consistent layout.

9. Text containers OR Note containers

Text containers OR Note containers are boxes that appear automatically on the page when you start typing. One box is preferable so that the boxes do not overlap when students type in the answers.

10. Skills checklist – For teachers' use

The screenshot shows a Google Drive interface for a folder named 'Skills Checklist' under 'The Nature of Science 2023'. The folder contains a list of documents including 'Title page', 'Year Planner 2023', 'Index', 'BLANK TEMPLATE', 'Letter home', 'SCHEME 2023', and a series of lesson plans (L1-L8.5) with their respective answer keys. A separate window titled 'Skills Checklist' lists 19 skills grouped into six categories:

SKILLS CHECKLIST

- 1) Scientific literacy :**
 1. Vocabulary *v lesson 1, 2, 8*
 2. NCEA style questions (Cloze Activity) *v lesson 6, 13*
 3. PEEL paragraph *v lesson 5, 13*
 4. Understanding main idea while reading *v lesson 11*
 5. Semantic map *v lesson 9*
 6. Word map *v lesson 12*
 7. Broken words
 8. Research
 9. Concept map
 10. Wordwall *v lesson 2, 3, 9*
 11. Misinformation and Disinformation
 12. Prefix and Suffix
 13. Anchor chart *v lesson 6*
 14. Reading between the lines
 15. Describe and Explain
 16. Call my bluff
 17. Comic strip
 18. Brainstorm *v lesson 1*
 19. Post Reading questions
- 2) Scientific Numeracy**
 1. Arithmetical operation
 2. Graphs *v lesson 12*
 3. Measurements
 4. Averages *v lesson 11*
 5. pHET simulations
- 3) Mātauranga Māori**
 1. Māori words
 2. Māori knowledge in a practical way *v lesson 8*
 3. Pūrākau (listening skills) *v lesson 12*
- 4) Formative test**
 1. Quiz on Microsoft Forms *v lesson 10*
- 5) Group work**
 1. Practicals *v lesson 4, 5, 7, 8, 14, 15*
 2. Games
- 6) Engage with science in real life contexts**

A skills checklist page could be of help when planning a topic as it provides an overview of the skills we need to incorporate into the lesson, instead of relying on our memory.

11. Scheme: Teachers' use

The screenshot shows a Google Drive interface for a folder named 'Scheme 2023' under 'The Nature of Science 2023'. The folder contains a list of documents including 'Title page', 'Year Planner 2023', 'Index', 'BLANK TEMPLATE', 'Skills Checklist', 'Letter home', 'SCHEME 2023', and a series of lesson plans (L1-L8.5) with their respective answer keys. A separate window titled 'SCHEME 2023' displays the 'SCIPAD CHAPTER SCHEME' for 'NATURE OF SCIENCE'. The scheme includes a table with four types of text structures and their corresponding safety hazards in a laboratory.

SCIPAD CHAPTER SCHEME

	Uni-structural (ONE IDEA)	Multi-structural (MANY IDEAS)	Relational (RELATE)	Extended abstract (EXTEND)
Safety in the laboratory Book 1, Pages 6 - 10	<ul style="list-style-type: none"> Can identify a common laboratory safety hazard To be able to identify a Bunsen burner. 	<ul style="list-style-type: none"> Can list multiple safety hazards in the science lab. Identify individual safety hazard symbols. Page 8 Know the parts of a Bunsen burner and a method for igniting safely. 	<ul style="list-style-type: none"> Can link the safety hazards in science to the classroom safety rules (developed collaboratively as a class) and consequences. Be able to safely light a Bunsen burner (gain Bunsen license). 	<ul style="list-style-type: none"> Can think about where the safety rules in the laboratory might be useful in places outside the school – work environments/other subjects. E.g. picture showing house and identify hazards

An outline of how the curriculum will be delivered.

12. Section and pages on OneNote

The screenshot shows the OneNote interface for 'Sheeba @ Massey High School'. The left sidebar contains a list of sections: Tr. Notes - juniors, Yr 9 The Nature of Science 2023, Yr10 Chem- Atoms, Yr9 Chemistry, Yr13 Organic, Yr13 Thermo, Yr13 Aqueous, Yr12 Ions, Yr13 Spectro, and ERO. The main area displays a table of contents for 'L3 - Laboratory Equipment' with sub-sections L3 through L13, each with an associated answer key. At the bottom of the sidebar, two buttons are circled in red: '+ Add section' and '+ Add page'.

Add section – Adding different topics within the subject. Eg: Nature of Science, Physics, Chemistry, Biology etc

Add pages – Adding lessons within the same topic. Eg: Chemistry – lessons1, 2,3 etc.

13. Page colour and Margin

The screenshot shows the OneNote interface with the 'View' tab selected in the ribbon. Two red circles highlight the 'View' tab and the 'Page Colour' and 'Rule Lines' options. The main page shows a pink background and a yellow 'Do Now' box. The sidebar shows a list of sections, including 'L3 - Laboratory Equipment' which is currently selected.

Page colour – Click on page colour and choose the colour you want.

Rule lines – Helps to have a margin for the page.

14.

Close Activity**Scientific literacy**

Finish these sentences by adding the missing words from the word list below:

Word list:

Chemists	Plants	easier	technology	medicine	observe	same	why
same	solve	energy	reasons	world	Earth	experiment	see

Science is all about trying to work out WHY things happen. Scientists STUDY, describe and OBSERVE. In our Science classes you will do the SAME carrying out experiments, describing what you SEE and giving REASONS why that occurred.

Students to type in the answers in the middle of the line so that the answers can be seen.