

Using the Lesson Plan Feature in EdInsight

1. Go to www.bwschools.net
2. Under the Faculty & Staff tab, click on the EdInsight link
3. Enter your username and password

The image shows two screenshots side-by-side. On the left is the 'EdInsight Login' page for Baldwin-Whitehall SD. It has fields for 'Username' and 'Password', a 'LOGIN' button, and a link 'Forgot your username/password? Click here'. On the right is a 'Faculty & Staff' menu with several options: 'EdInsight' (which is highlighted with a yellow box and has an arrow pointing from the previous step), 'Staff Portal', 'Skyward', 'Skyward Employee Access', 'Staff E-mail', 'Staff Resources', and 'TechSupportCenter'.

4. Click on the Lesson Plans tab



5. To create a lesson plan, click on one of the following links under Lesson Tools on the left side of the screen. To create a new lesson, click on the Create New Lesson link.

A screenshot of a sidebar titled 'lesson tools'. It contains links: 'Calendar', 'Create New Lesson' (which is highlighted with a blue box), 'Search Existing Lessons', 'Curriculum Maps', and 'Schedule Lessons'. An arrow points from the 'Create New Lesson' link to the text 'Choose this option to create a new lesson'.

6. Choose from the first two options on this screen to create a new lesson. A brief description is listed under each option to help you to decide which link you should click on. If you do not have a curriculum map, click on the New Lesson (Blank) option. If you do have a curriculum map, click on New Lesson (Curriculum Map).

A screenshot of the 'Create New Lesson' screen. It features three options:

- New Lesson (Blank)**: An icon of a notebook and an apple. Description: 'Create a lesson from scratch, not based on a curriculum map.'
- New Lesson (Curriculum Map)**: An icon of a book and an apple. Description: 'Create a lesson based on a curriculum map topic. All information is copied automatically from the curriculum map to the lesson.'
- New Lesson (Copy Existing Lesson)**: An icon of a book and an apple. Description: 'Create a lesson based on an existing lesson. All information is copied automatically from the existing lesson.'

7. Type in the General Information pertaining to the lesson

Lesson General Info

Lesson Name:	2-1: Solving One Step Equations - 1	Lesson Unit:	Solving Equations
Created:	9/25/2011 9:45:59 PM	Last Modified:	9/25/2011 9:50:40 PM
Subject:	Mathematics	Course:	ACAD ALGEBRA I
Minutes/Lesson:	45	View Type:	Secondary View

Save ← Make sure to click on the Save button when everything is completed on this page

8. Click on the Fields Tab and complete the Lesson fields based on your lesson plan.



Click on the blue label to edit the content in that particular box. Here is an example below:

Lesson Fields (click on the field name to edit)

Created: 9/25/2011 9:45:59 PM Last Modified: 2/10/2013 3:33:26 PM

Simple Edit Mode **Copy From Curriculum**

Show Aligned Standards

Objective/Learning Targets ⓘ
Students will be able to...

- 1. Solve equations using addition and subtraction
- 2. Solve equations using multiplication and division

Checking for Understanding ⓘ

- Warm-Ups
- Teacher lead discussion
- Guided Practice
- Homework
- Summary Activity

Adaptations ⓘ
Adaptations for students with special needs:

- 1. Encourage Small group work/ Partner activities
- 2. Provide Study Guides/Structured notes/Graphic organizers
- 3. Outline notes/Highlight key information in notes
- 4. Allow Use of notes
- 5. Read directions orally
- 6. Activate Prior Knowledge
- 7. Provide extra time for processing
- 8. Provide visual supports
- 9. Model/Share examples
- 10. Give real-world opportunities to apply knowledge
- 11. Introduce Key Vocabulary Words for Unit

Learning Activities ⓘ

- Daily Notetaking
- Collaborative Groups
- Worksheet Drills
- Performance Based Activities

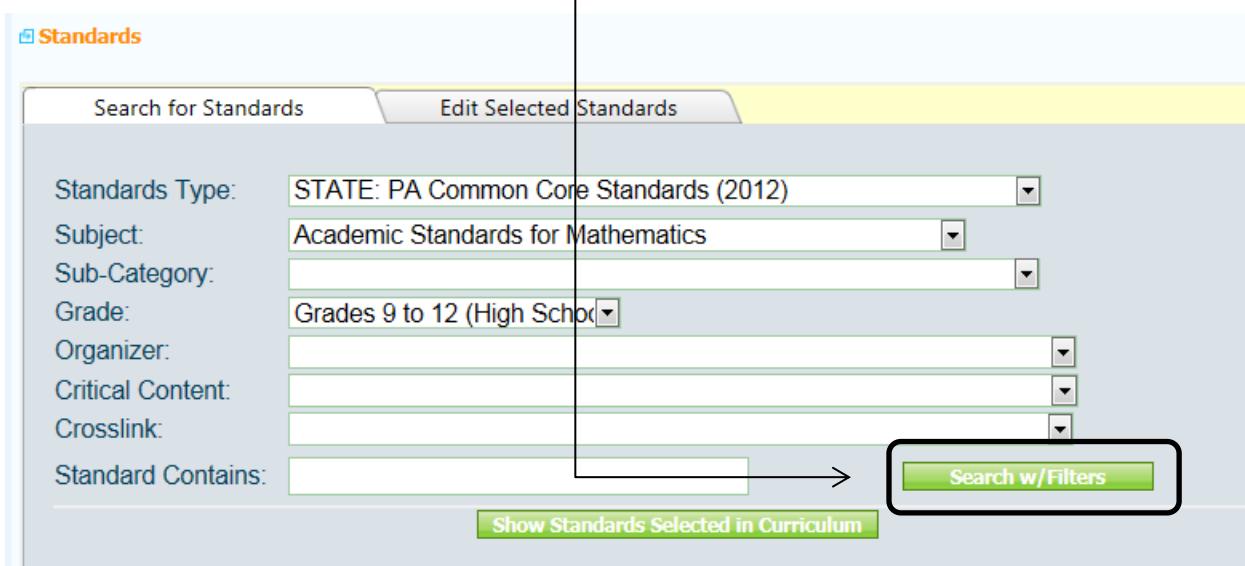
Instructional Procedures (Anticipatory Set, Procedures, and Closing)

- Students will complete a warm-up as they enter the room
- We will discuss how to solve one-step equations using inverse operations
- We will complete problems together as a class
- Students will complete guided practice problems
- Students will be assigned Sect. 2.1 Worksheet (evens) for homework

9. To align the Standards to your lesson plan, click on Standards tab.



10. Change the search filters based on the type of lesson being taught. Click on the Search w/Filters button once all filters are completed.



Standards

Search for Standards Edit Selected Standards

Standards Type: STATE: PA Common Core Standards (2012)

Subject: Academic Standards for Mathematics

Sub-Category:

Grade: Grades 9 to 12 (High School)

Organizer:

Critical Content:

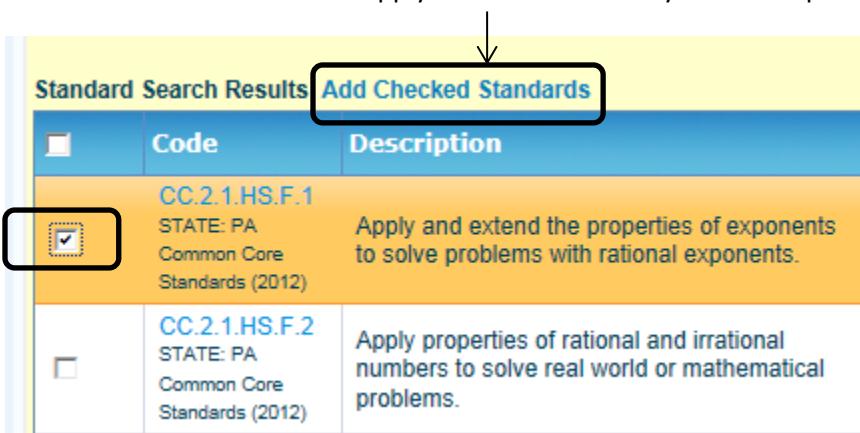
Crosslink:

Standard Contains: →

Search w/Filters

Show Standards Selected in Curriculum

11. A list of standards that can be chosen will appear. Check all of the standards that apply to your lesson and click on Add Checked Standards to apply these standards to your lesson plan.



Standard Search Results		
	Code	Description
<input checked="" type="checkbox"/>	CC.2.1.HS.F.1 STATE: PA Common Core Standards (2012)	Apply and extend the properties of exponents to solve problems with rational exponents.
<input type="checkbox"/>	CC.2.1.HS.F.2 STATE: PA Common Core Standards (2012)	Apply properties of rational and irrational numbers to solve real world or mathematical problems.

Add Checked Standards

12. After clicking on the Add Checked Standards, all standards that were selected will appear in the box to right, labeled Lesson Selected Standards.

Lesson Selected Standards					
	Code	Description	Mastery	Minutes	
<input type="checkbox"/>	2.1.11.A STATE: Pennsylvania State Standards (2002)	Use operations (e.g., opposite, reciprocal, absolute value, raising to a power, finding roots, finding logarithms).	Introduced	0	Remove
<input type="checkbox"/>	2.2.11.A STATE: Pennsylvania State Standards (2002)	Develop and use computation concepts, operations and procedures with real numbers in problem-solving situations.	Introduced	0	Remove

13. To schedule your lessons, click on the Schedule Lessons link under Lesson Tools

- **lesson tools**
 - [Calendar](#)
 - [Create New Lesson](#)
 - [Search Existing Lessons](#)
 - [Curriculum Maps](#)
 - [Schedule Lessons](#)

14. The lesson you created should appear in My Lesson Bank. The icons in each row are described below.

My Lesson Bank
No Filter

Course Name	Lesson Name	Unit
ACAD ALGEBRA I	1-2: Exponents and Order of Operations	Tools of algebra
ACAD ALGEBRA I	1-3: Exploring Real Numbers	Tools of algebra
ACAD ALGEBRA I	1-4: Adding Real Numbers	Tools of algebra

This is used to edit the lesson plan

This is used to schedule a lesson for more than one day or more than one period

This is used to copy a lesson plan

This is used to print a lesson plan

This is used to delete a lesson plan

15. To schedule your lessons for the week, click on a lesson from the bank and slide it over to the appropriate day and period.

NUMBERS					
ACAD ALGEBRA I	1-5: Subtracting Real Numbers	Tools of algebra	Period 04	Rational Expressions	Adding and Subtracting Rational Expressions
ACAD ALGEBRA I	1-7: The Distributive Property	Tools of algebra	Period 05	7-3: Solving Systems by Elimination	7-4: Applications of Linear Systems
ACAD ALGEBRA I	Sect. 1.4 - 1.7 Review	Chapter 1			
ACAD ALGEBRA I	Sect. 1.1 - 1.2 Review	Chapter 1			

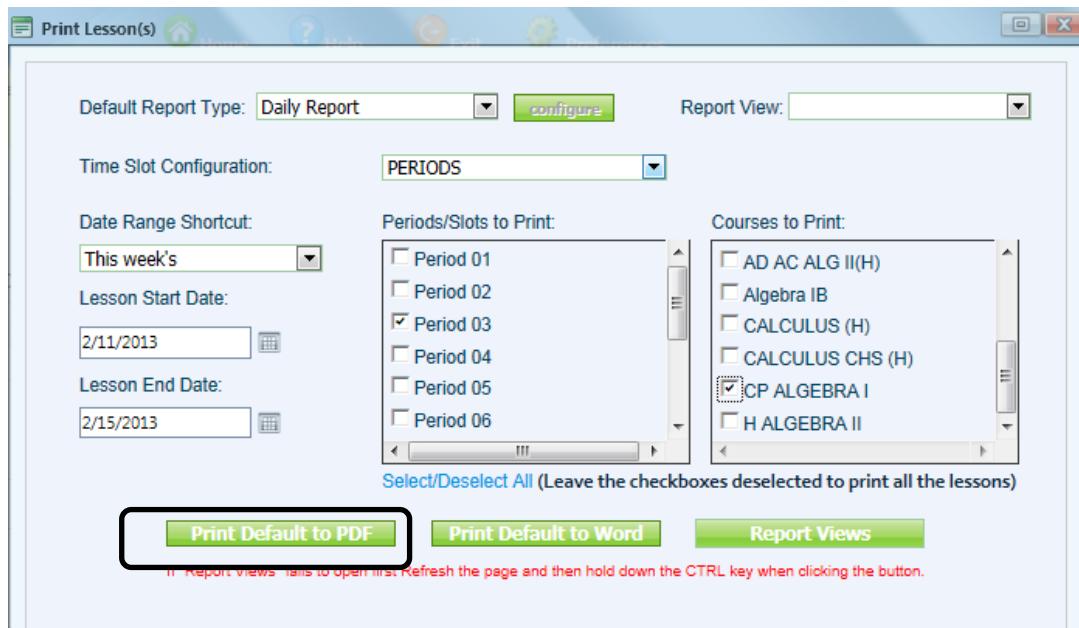
16. To go back to the previous page, click on the Back to Lesson Planner Main Link

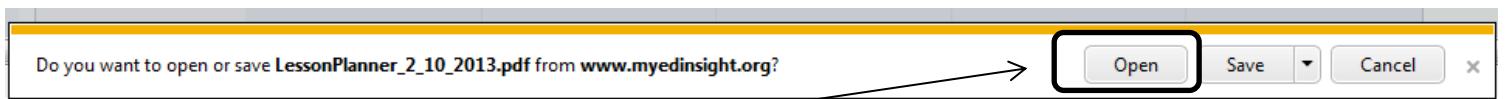


17. Once you are back to the Lesson Planner Main, you can choose to create another lesson by clicking on the Create New Lesson under the Lesson Tools
18. If you would like to print lesson plans for the day, week, month, etc., you can click on the following options under Print Lessons.



19. Once you click on an option, edit everything that applies in the following screen and then click on the Print Default to PDF button. A PDF version of the lesson plans will open for you to view before you print.





If this appears, click on open.

I hope this helps! 😊