

# MOBILE TECHNOLOGY FOR TEACHERS



## Edmodo for Teachers

Windows Devices | 2nd Edition

[www.seameo-innotech.org](http://www.seameo-innotech.org)  
ISO 9001 CERTIFIED





# Edmodo for Teachers

Windows | 2<sup>nd</sup> Edition

## Mobile Technology for Teachers (MT4T)

*A Teacher Resource Kit Using Mobile Technology  
for 21<sup>st</sup> Century Learning in Southeast Asia*






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For more resources on Mobile Technology for Teachers,  
please visit our website at <https://www.seameo-innotech.org/mt4t>  
or download the  SEAMEO INNOTECH Reader from your Apple,  
Android, or Windows device's application store.

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## How to Promote Higher-Order Thinking Skills and Impart Values Using Edmodo

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# Introduction

Welcome to **Mobile Technology for Teachers (MT4T)**, a teacher resource kit that uses mobile technology for twenty-first-century learning in Southeast Asia. It contains information, resources, examples, and best practices in using mobile technology for personal and professional growth. While MT4T recognizes the wide array of mobile technologies available today, it primarily focuses on smartphones and tablets.



MT4T is designed to provide teachers with easy access to information on the use of mobile technology for their own personal and professional growth. It will enable teachers to navigate mobile devices beyond the typical Short Messaging Service (SMS) or text messaging, and the call function. It is intended to help teachers recognize the huge potential of mobile devices as tools for teaching and learning.

MT4T will equip teachers with a basic understanding of and skills related to operating the three most popular mobile platforms—iOS and iPad OS (Apple Operating Systems), Android, and Windows. Also contained in this resource kit are discussions on the use of built-in apps (including examples to expand their functionality) and social networking and blogging apps, which ultimately aim to foster collaboration among teachers in Southeast Asia and beyond.

MT4T is composed of a set of ten (10) e-books available in three mobile platforms—Android, iOS, iPad OS, and Windows. The e-books include the following:


1. MT4T: Mobile Technology for Teachers
2. An Introduction to Teachers' Personal and Professional Learning Networks for Teachers for 21st Century Learning
3. Uses and Functionalities of Mobile Devices for Teachers
4. e-Citizenship: An e-Book for Teachers about Cyber Wellness and Digital Citizenship
5. Facebook for Teachers
6. Twitter for Teachers
7. Blogging for Teachers
8. LinkedIn for Teachers
9. **Edmodo for Teachers**
10. Annotated Resources for Teachers




Users of MT4T are supported by a website on which e-books are available for download. All e-books are available in PDF format. There are select e-books that are also in EPUB format. The EPUBs are best accessed using the SEAMEO INNOTECH Reader, which is designed to work consistently across mobile platforms and affords users with additional features like creating bookmarks, highlighting important phrases, and even creating drawings or doodles on the e-book pages.

Please note that this e-book on **Edmodo for Teachers** is only available in PDF format. You can find out more about the other components of the MT4T Resource Kit from the e-Book [\*\*MT4T: Mobile Technology for Teachers\*\*](#).



Unique to the Resource Kit are discussions on using mobile technology to promote higher-order thinking skills (HOTS) and values among both students and teachers. Links to teaching and learning resources that promote HOTS have been provided in each e-book. Issues related to twenty-first-century learning such as proper etiquette and digital citizenship are also discussed in several of the e-books.


## ***Edmodo for Teachers (Windows | 2<sup>nd</sup> Edition)***


 **Edmodo** is an educational technology platform specifically designed for teachers to facilitate online teaching and learning. The platform enables teachers to connect with students, share materials, administer quizzes, grade assignments, and collaborate with other teachers from around the world.

This e-book is an instructional guide for teachers like you in using  **Edmodo** on Windows devices running Windows 11. The features and interface for both the  **Edmodo** app for Windows and the desktop web version of  **Edmodo** are exactly the same. You should be able to navigate the features of the platform with ease using either versions following the instructions in this resource book.

The e-book offers step-by-step instructions in accessing the different features of the application; right from setting up an account, posting your first homework assignment to more advanced features like creating a quiz for your students. Every instruction is accompanied by an illustration to help you navigate the application more easily and with familiarity.


The e-book is organized according to different levels of proficiency. Basic, intermediate, advanced, and expert users of  **Edmodo** will all benefit from using this e-book. It starts with a chapter explaining what the application does, how you can benefit from it, and how it differs from other social media platforms. Succeeding chapters will guide you through the different features of  **Edmodo**. If you already have some experience using the application, you can choose to skip parts of the e-book, and go directly to the features that you want to learn to use.

Bear in mind that  **Edmodo** is a third-party platform not in any way under the control of SEAMEO INNOTECH. The Center is not responsible for the contents and features of the application, including changes and updates.

Note that a Microsoft Surface Pro running Windows 10 Pro version 1803 was used for the illustrated step-by-step instructions in this  **Edmodo** e-book.




# Chapter 1: What is Edmodo?


 **Edmodo** is a promising web technology that is gaining a strong foothold in the field of education. It has been embraced by many schools in Southeast Asia and other countries and is widely used to host online classes, connecting students with teachers.

It is a web-based platform that provides a safe and easy means for students and teachers to connect, collaborate, and share content with one another. It lets students access homework, keep track of their grades, and see important school notices. It is similar with online social networking, only in a safer and controlled environment appropriate for schools.

## *How Can You Use Edmodo?*

 **Edmodo** provides a secure environment where you can create an online venue for your class. This virtual group allows you to:

- make digital resources available for students to access or download,
- run class polls,
- provide lesson summaries for students who were absent from class (these may even be written by the students themselves),
- give and grade quizzes online, and
- post information on homework.

Within the  **Edmodo** platform, functionality is both simple and wide-reaching for all the members of a learning community. Teachers create and lead moderated groups where students post questions, engage in discussions, and respond to instant polls or quizzes. Teachers can also immediately connect with other educators around the world who are teaching the same subjects, to share lessons and even resources.




Students communicate with their teachers in new ways. They turn in their assignments in a paperless classroom, feel pride in posting relevant content to digitally share with their class, and showcase their work in a safe and protected environment.


Administrators can communicate with teachers and classrooms in rich and intuitive ways. And parents, many for the first time, can get a bird's-eye view of the ways their children learn in the digital age.<sup>1</sup>



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<sup>1</sup> Marshall, Gail. 21 December 2015. "From taboo to trending: Formerly restricted, social media is the new learning tool in classrooms." Retrieved from <https://www.iste.org/explore/entrsekt/From-taboo-to-trending%3A-Formerly-restricted%2C-social-media-is-the-new-learning-tool-in-classrooms> on November 15, 2019


## *What Are the Advantages of Using Edmodo over Other Social Networks?*

As an educational platform,  **Edmodo** offers a host of features that facilitate online teaching and learning. You will learn to use many of these features in the following chapters. The platform supports distance and blended learning through a variety of functions such as content sharing, cloud storage, web-based quizzes, assignment distribution, and online discussion boards. The same functions can also supplement classroom learning by holding synchronous or asynchronous after-class activities. Teachers can also automate some routine tasks with the help of  **Edmodo**. Assignment instructions and other announcements can be written in advance and scheduled for posting sometime in the future. Recording and computing grades are made easier using  **Edmodo**'s Progress Book. Statistics on quiz results can easily be generated by teachers, which can help them decide on their teaching and assessment methods.

Similar with popular social media platforms, connecting and interacting with other people through the Internet are a basic function supported by  **Edmodo**. It is, however, designed to promote both students and parents' engagement in school-related activities. Teachers and parents can communicate with each other using the direct messaging feature. Parents can keep themselves updated about their children's school performance directly through the platform or through the students' teachers.





On  **Edmodo**, students can safely practice social networking and learning skills that they will need in their increasingly digital and connected personal, academic, and, later, professional lives. Students can enjoy learning online while being protected from potentially harmful and inappropriate content and interactions that are risks associated with other social media platforms such as Facebook. Content is strictly moderated by the website. Teachers are also able to supervise students as they share and exchange ideas, messages, and digital materials. Inappropriate content shared with groups can be easily detected and deleted by teachers. The platform is a response to school and government restrictions on the use of social networking sites in schools by providing a viable alternative. More specifically,  **Edmodo** helps teachers like you deal with school concerns about online social networking in that:

- you manage and control each group;
- only authorized students can access a group;
- you need to grant students access before they can join a group—if any student shares the access code to someone outside the class, you can easily change it without affecting those who are already members of the group;
- students cannot privately communicate with others without your supervision; only you can communicate with the entire group or select members of the group through direct message; this feature ensures your and your students' safety against bullying and other acts that may be considered human rights violations;
- no group member can anonymously post content;
- you can delete inappropriate posts; and
- you can let parents access their children's posts for purposes of monitoring and guidance.



With 100 million users from 190 countries as of 2019, the platform is proving itself as a welcome innovation worldwide. In the United States, more than 85% of the largest school districts use  **Edmodo**. The platform is also widely used in Singapore, Indonesia, and a significant number of schools in the Philippines.









## Chapter 2: Basic Users

Basic users are those who have little or no knowledge about using  **Edmodo**. At this level of user competence, we will help you become familiar with the basic features of the  **Edmodo** app, including how to create an account, complete a basic profile, and publish a post. As a basic user, carefully follow the instructions to effectively use  **Edmodo** as a teaching and learning platform. This section will also cover  **Edmodo** etiquette and techniques to protect your privacy in using the platform.

### *What Edmodo Terms Should You Know?*









Before you begin your  **Edmodo** journey, it would be helpful to learn some vocabulary used in the platform. Being familiar with some of the most basic terms used in  **Edmodo** will give you more confidence in navigating through the features detailed in this resource book. When you encounter any of these words as you read the chapters of this e-book, you will have little trouble understanding what they mean in a specific context.

If you want to assess how well you remember the words you learned, you can use an app on the web called **Quizlet** which lets you create virtual flash cards. In fact, many users have already created publicly available decks of flash cards on  **Edmodo** terms and definitions you need to know.<sup>2</sup> Just go to the [Quizlet](https://quizlet.com/8326665/edmodo-flash-cards/) website, and look up  **Edmodo** or  **Edmodo** terms. Below are just some of the most basic terms.


- **Assignment:** A task or a piece of work assigned to students as part of a course of study. Students see assignments meant for them. Due dates for these will be posted on their calendars, too. You can attach files to (such as resources) or embed links in assignments. You can also let your students know their grades on assignments.
- **Badge:** A digital emblem to provide recognition to individual students for their achievements.
- **Community:** A group of people (i.e.,  **Edmodo** users) with a common interest. You cannot create a community on  **Edmodo**. Only website moderators can. But you can join as many communities as you like. There are communities for subject area interests and your curriculum of choice, school districts, and others. These communities are a great place to ask questions, get advice, exchange ideas, and share resources
- **Gradebook:** A tool for instructors to calculate and store grade information that they can then easily distribute via  **Edmodo**.



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<sup>2</sup> SMARTSTEM. (n.d.). "Edmodo." Retrieved from <https://quizlet.com/8326665/edmodo-flash-cards/> on December 09, 2019


- **Group:** A class or a subject that you handle in school. Students must join a group to see posts. Only  **Edmodo** users with Teacher accounts can create groups. It is advisable to create a group for each class even if they will all receive the same posts.
- **Group code:** A private piece of information that, when unlocked, gives immediate membership to your group and to anyone who uses it (like giving them the key to a locked door).
- **Join link:** A more open way of inviting people to join your group and requires the group owner to approve their membership requests (like they are knocking on the door of your classroom).
- **Library:** A digital repository of resources or teaching materials you collected for later use on  **Edmodo**. Library is a place where you can save links and files in. You can, for instance, save a file in it for use in next year's class.
- **Note:** A message you can send to an individual, a group, or a community. It will be posted on his, her, or their wall. You can attach a file to or embed a link to a website in it.
- **Poll:** A poll is not a quiz. You cannot tell who answered one. A poll is best for making an informal assessment and seeking opinions.  **Edmodo**'s poll feature is a simple system that lets you ask your group members for quick anonymous feedback on a certain issue or topic.
- **Post:** A message to another user, group, or community. It can take the form of an assignment, a poll, a comment, or a note.
- **Profile:** A user's publicly available personal information on  **Edmodo**. There are three kinds of  **Edmodo** profiles—i.e., Teacher, Student, and Parent.
- **Quiz:** A test of knowledge given to students. Students'  **Edmodo** quiz grades are automatically recorded on the platform.
- **User:** An individual who uses  **Edmodo**. He or she can be a teacher, a student, or a parent.
- **Wall:** A place in a community, a group, or your home page on  **Edmodo** where posts are displayed.

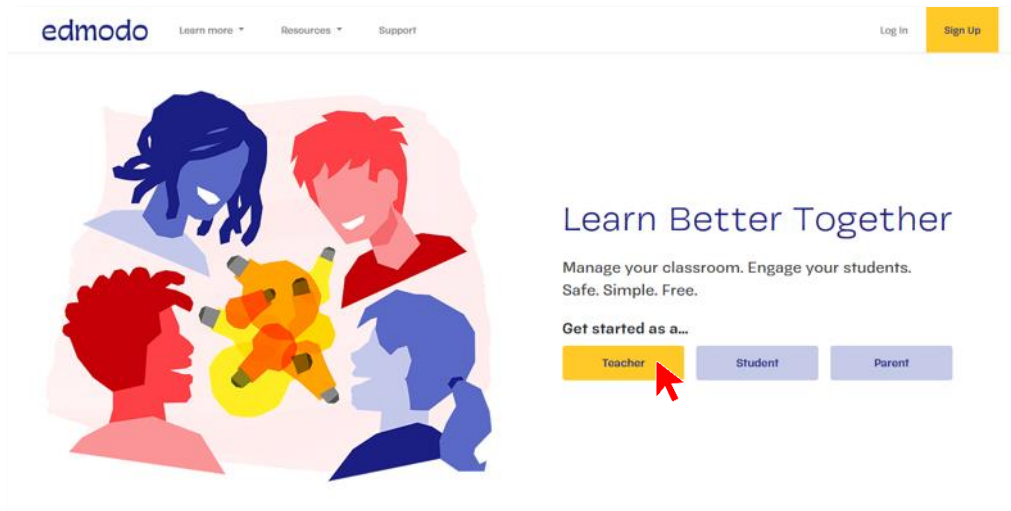
## ***How to Create an Edmodo Teacher Account?***

As a beginner, it is advisable that you sign up for an account on  **Edmodo** using the desktop version of the platform, then just access your account using the app later when you start learning about it and its features by following the step-by-step instructions described in this e-book.

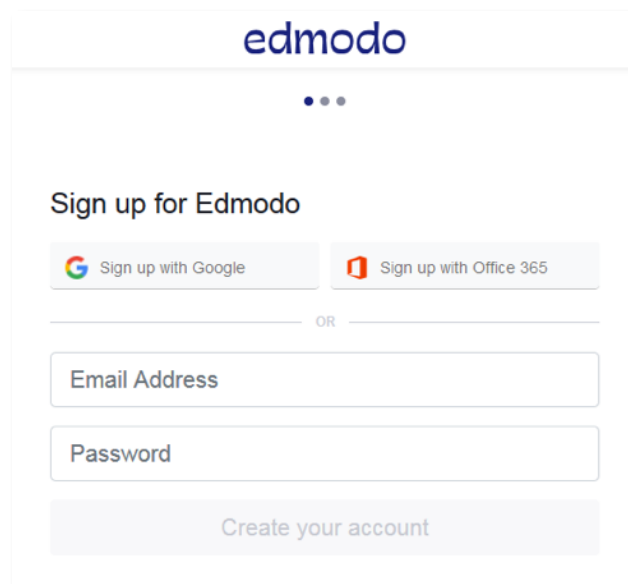
Are you ready to start your  **Edmodo** experience? To create an  **Edmodo** teacher account and a group, follow the instructions in the succeeding pages.



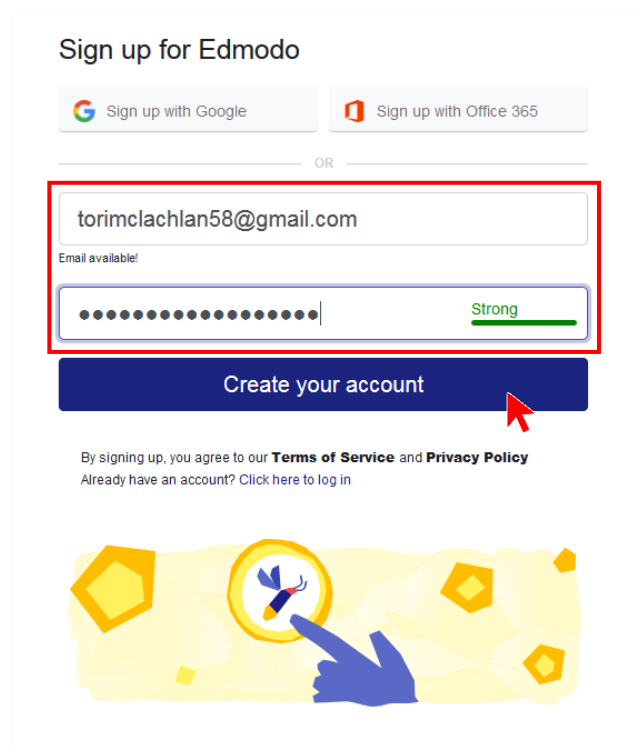
1. Launch a web browser, type “[www.edmodo.com](http://www.edmodo.com)” into the **address** bar, and press the enter key on your keyboard. Note that a browser is the software that you use to search for content on the Internet. Microsoft Edge is the default web browser of Windows devices. Other examples of web browsers are Google Chrome, Mozilla Firefox, Internet Explorer, Safari, and Bing. Wait for the  **Edmodo** home page to come up on your screen.



2. Once you are on the home page, click the **Teacher** button. This will let you sign up for an account as a teacher. A pop-up window like the one below will appear.

The image shows a pop-up window for signing up for Edmodo. At the top, the Edmodo logo is displayed. Below the logo, there are three dots. The main heading is 'Sign up for Edmodo'. There are two buttons for social sign-up: 'Sign up with Google' and 'Sign up with Office 365'. Below these, there is a horizontal line with the word 'OR' in the center. Underneath, there are two input fields: 'Email Address' and 'Password'. At the bottom, there is a large button labeled 'Create your account'.

3. Fill in the required information—your e-mail address and desired password. Type in your desired password, then click the **Create your account** button.



Sign up for Edmodo

Sign up with Google Sign up with Office 365

OR

torimclachlan58@gmail.com

Email available!

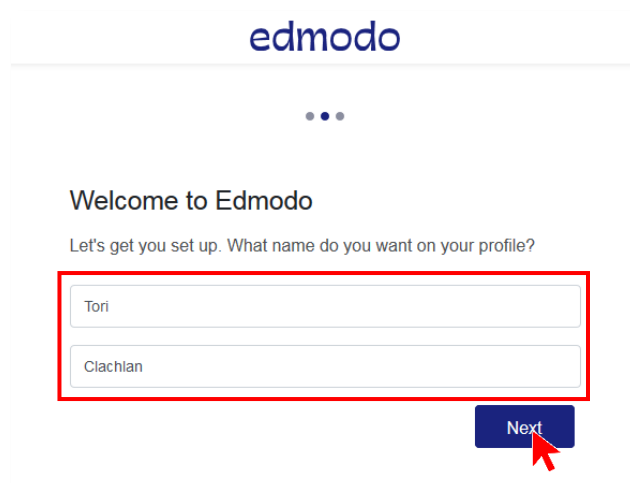
Strong

Create your account

By signing up, you agree to our [Terms of Service](#) and [Privacy Policy](#)  
Already have an account? [Click here to log in](#)

The sign-up form for Edmodo includes social login options for Google and Office 365. Below these is a red-bordered box containing the email field (torimclachlan58@gmail.com) and the password field (masked with dots and labeled 'Strong'). A blue 'Create your account' button is positioned below the password field, with a red arrow pointing to it. At the bottom, there is a disclaimer about terms of service and a link to log in, followed by a decorative graphic of a hand pointing at a target.

4. You will then be asked to provide some personal information. Fill in the required details—your first and last names, then click the **Next** button.



edmodo

Welcome to Edmodo

Let's get you set up. What name do you want on your profile?

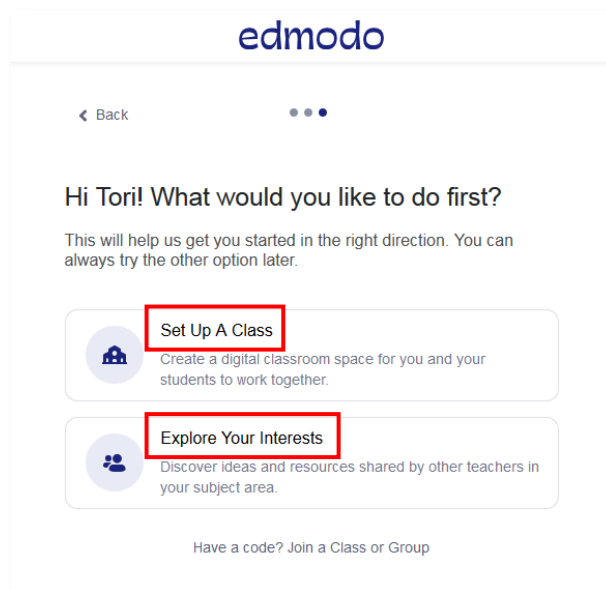
Tori


Clachlan

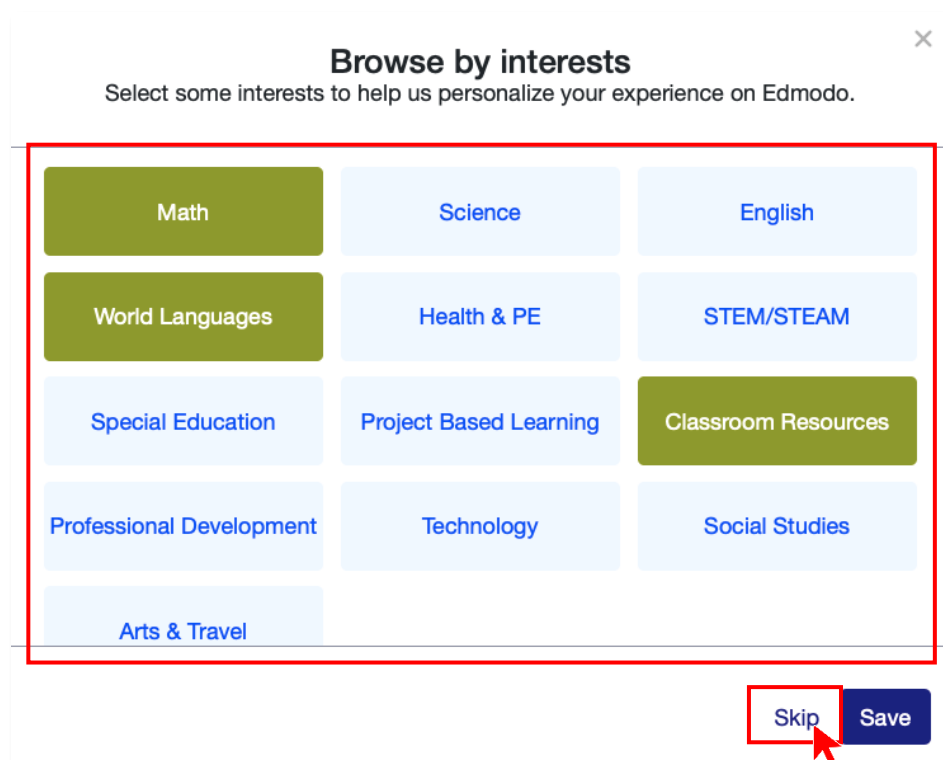
Next

The welcome screen features the Edmodo logo and a progress indicator. It asks the user for their name with two input fields: 'Tori' for the first name and 'Clachlan' for the last name. These fields are enclosed in a red-bordered box. A blue 'Next' button is located at the bottom right, with a red arrow pointing to it.

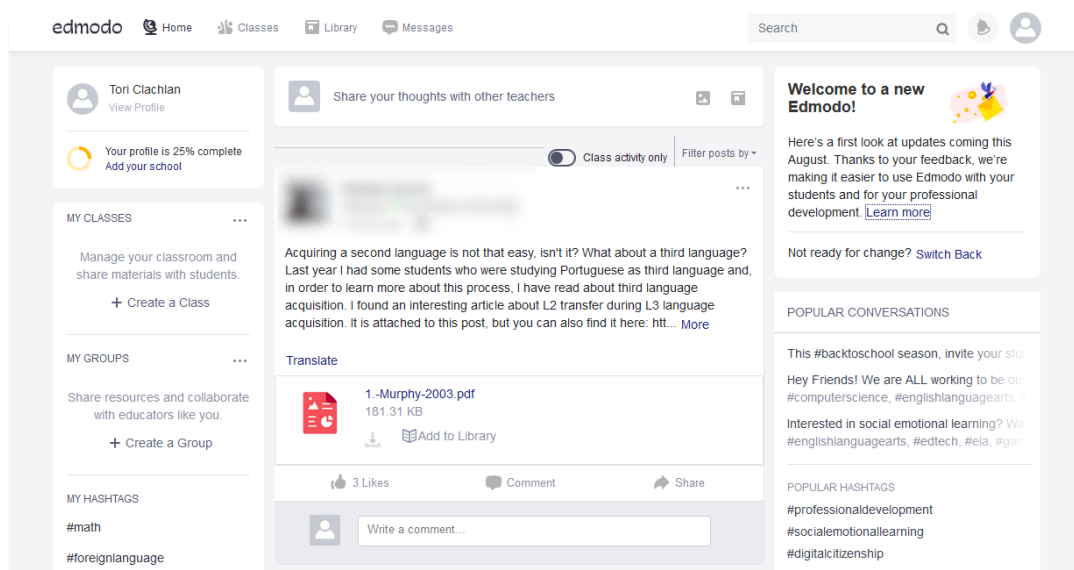
5. Choose one feature to try out first. If you select **Set Up A Class**, head over to the section **How to Set Up a Class on Edmodo**. If you choose **Explore Your Interests**, proceed to the next step.



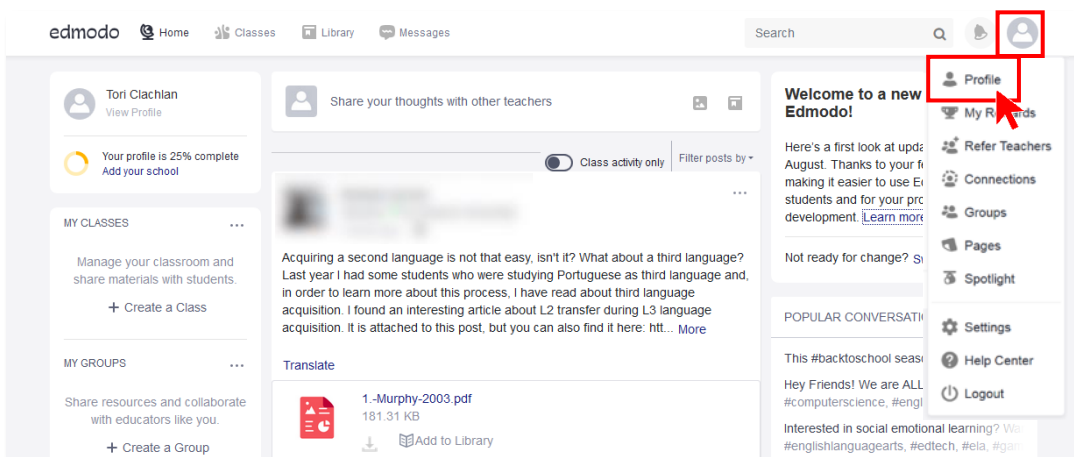
6. A pop-up window will appear asking you to identify some interests. It is optional but doing it will let  **Edmodo** customize your feed and overall experience using the platform. Click on **Skip** at the bottom of the window if you choose to opt out of this feature.



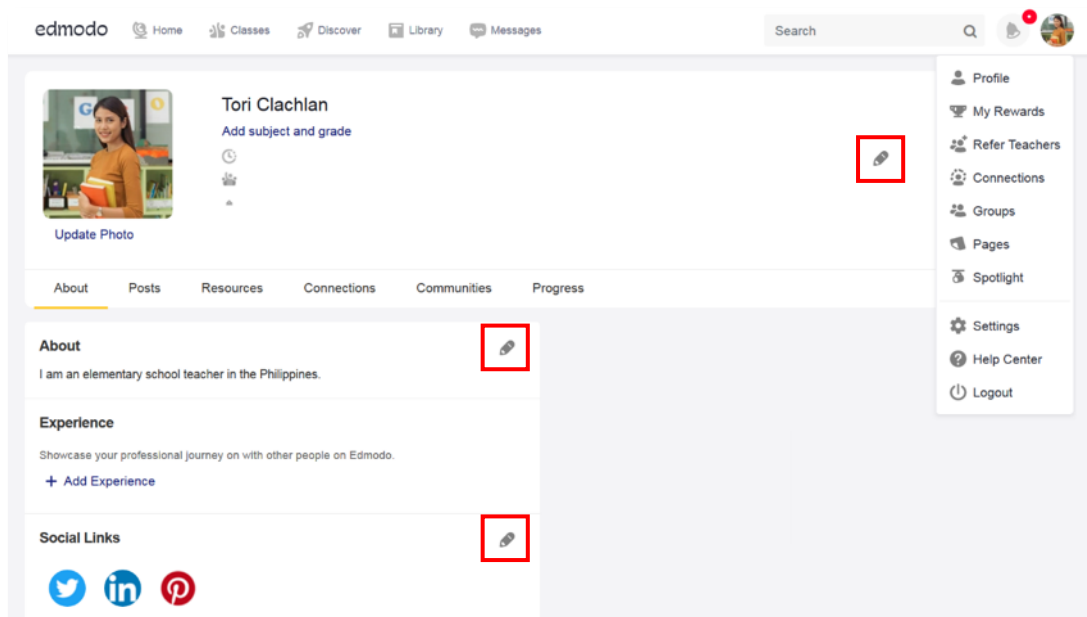
7. Congratulations! You now have your own 🍎 **Edmodo** account. Start browsing content on your feed or look up specific content by typing keywords into the search bar on the upper right-hand corner of the screen.






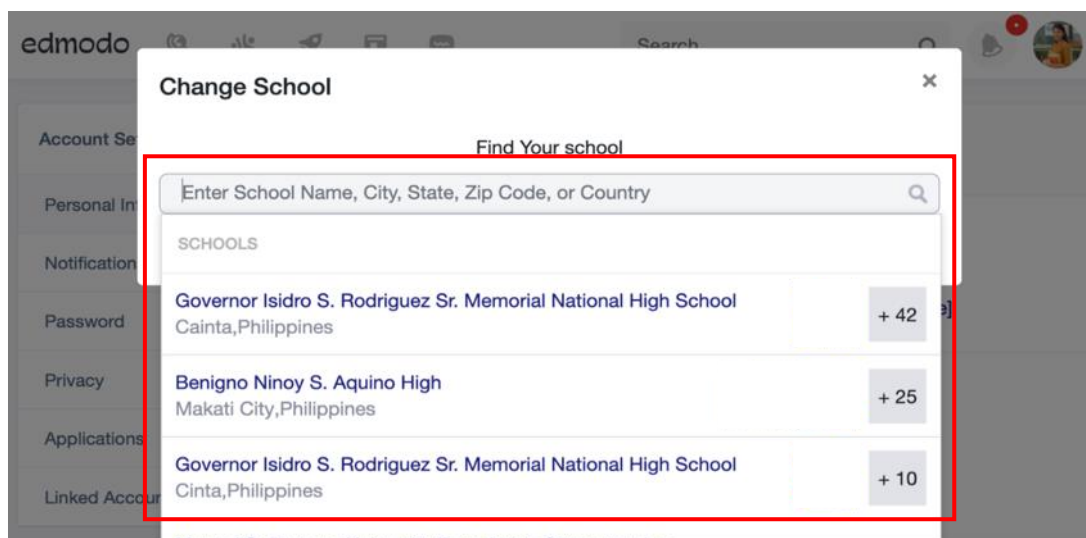
8. You may add relevant information to your profile to make it easier for other 🍎 **Edmodo** users to look for you on the website. Click on your profile avatar in the toolbar on the upper right-hand corner of the browser window and then click on **Profile**.



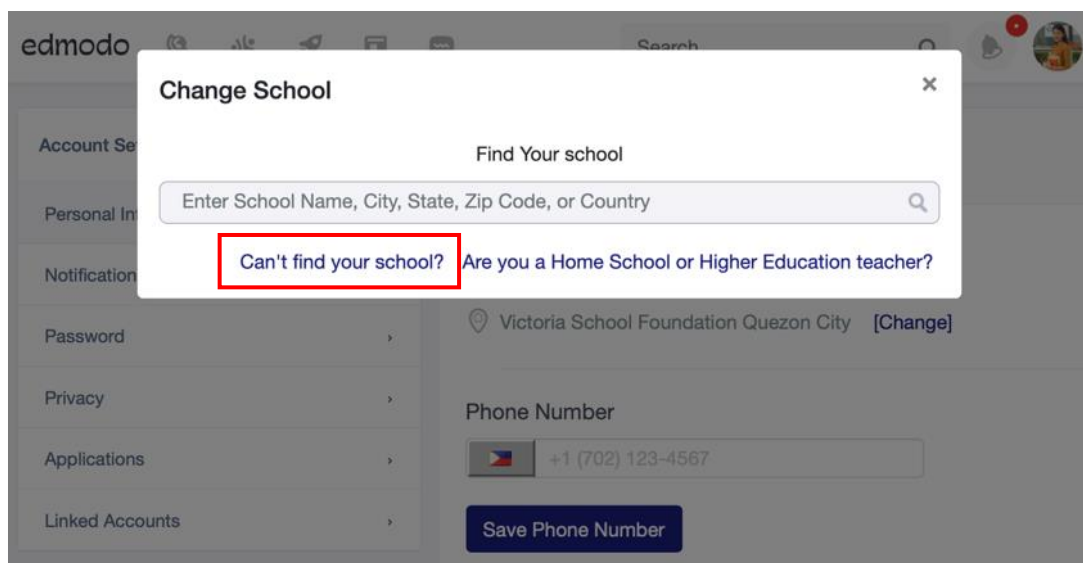
9. To add or edit a section of your profile, click on  and type in your updated personal information.



10. To add your school to your  **Edmodo** profile, click on your profile avatar  in the toolbar on the upper right-hand corner of the browser window, and then click on  **Settings**. Choose **Personal Information** from the tabs on the right, and then click on the **[Change]** button beside your school information. Look up your school by typing its name in the search bar. Click on your school when it shows up on the drop-down list.

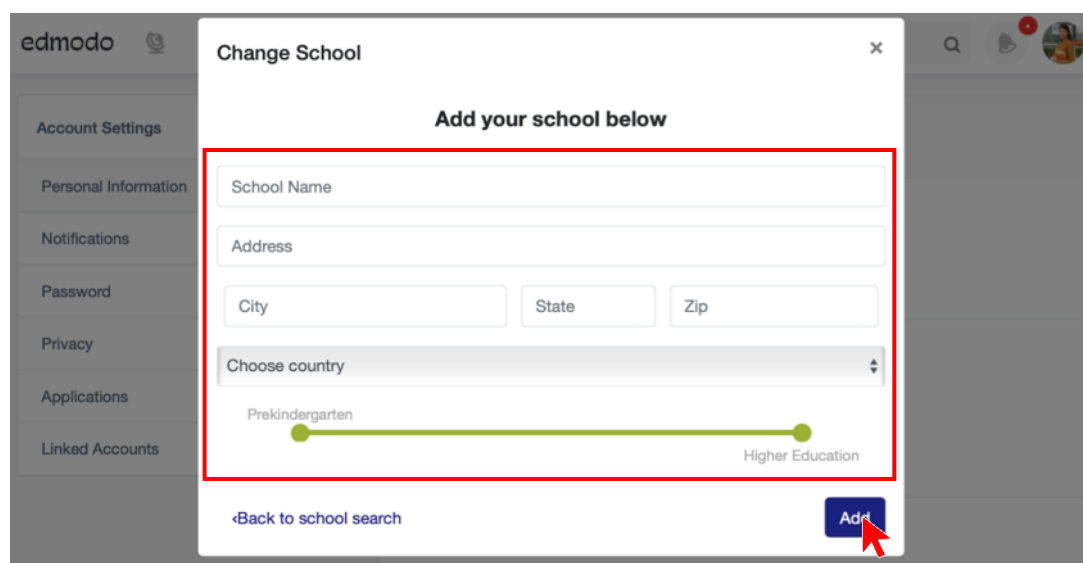


11. Do not worry if your school is not on the list. That only means you may be the first 🇵🇭 Edmodo user from your school. Click the question, **Can't find your school?**



The screenshot shows the 'Change School' modal in the Edmodo interface. The modal has a title bar with a close button. Below the title, there's a section titled 'Find Your school' with a search input field labeled 'Enter School Name, City, State, Zip Code, or Country'. Below the search field, there are two links: 'Can't find your school?' (highlighted with a red box) and 'Are you a Home School or Higher Education teacher?'. Below these links, there's a section for the current school, 'Victoria School Foundation Quezon City', with a '[Change]' link. Below that, there's a 'Phone Number' section with a dropdown for the country (Philippines) and a text input for the number '+1 (702) 123-4567', followed by a 'Save Phone Number' button.


12. Fill in the required details. Then click the **Add** button.







The screenshot shows the 'Change School' modal in the Edmodo interface, specifically the 'Add your school below' section. This section is enclosed in a red box and contains several input fields: 'School Name', 'Address', 'City', 'State', 'Zip', and a 'Choose country' dropdown menu. Below these fields is a horizontal slider for 'Education level' ranging from 'Prekindergarten' to 'Higher Education'. At the bottom of the modal, there is a '<Back to school search' link and an 'Add' button, which is highlighted with a red box and a red arrow.





Great job! You are now part of 🇵🇭 Edmodo, one of the biggest education platforms online. Head over to the next section to help yourself take advantage of all the resources on the 🇵🇭 Edmodo website, create meaningful learning experiences for your learners, and connect with educators from all over the world.

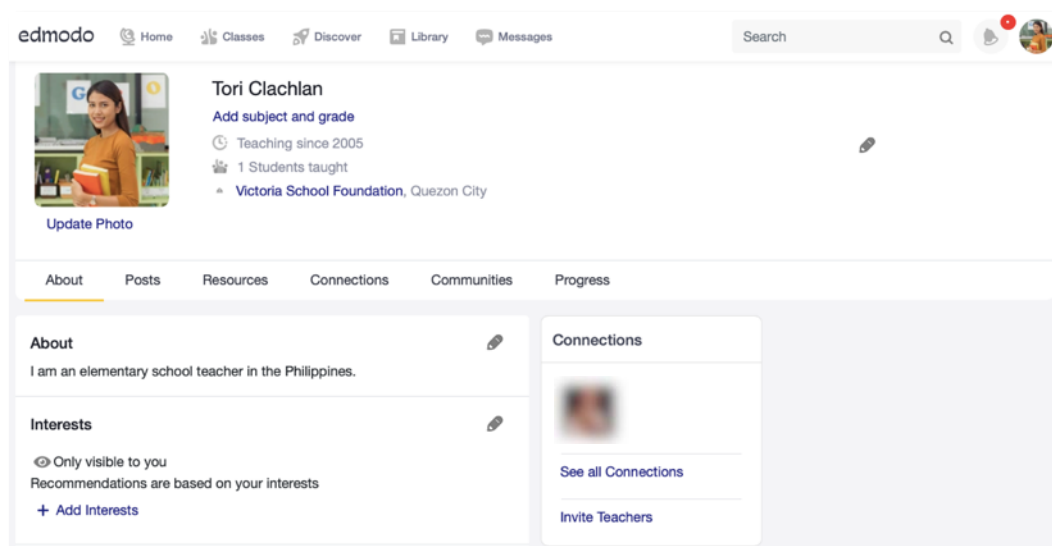
## Is Information Privacy an Issue for Users of Edmodo?

 **Edmodo** is a secure social learning platform for teachers, students, schools, and parents. It is a safe and easy means for students to connect, collaborate, and share content with one another; be reminded of homework; keep track of their grades; and stay updated on campus news. It aims to help educators harness the power of social media to meet students' customized needs.

The following are excerpts from the **Fredrick Country Public Schools (FCPS)** website that provide information on how  **Edmodo** collects and manages data from users.

When you use  **Edmodo**, you set up your personal profile, form relationships, send messages, perform searches and queries, and transmit information. The information gathered from users enables  **Edmodo** to personalize and improve its services. When you update your information,  **Edmodo** usually keeps a backup copy of the prior version for a reasonable period of time to enable reversion.

- **Information you provide to  Edmodo.**  **Edmodo** receives and stores any information you knowingly enter on its website, whether via a PC, a smartphone, or a tablet. This information may include, without limitation, personal information such as your name, e-mail address, photograph, school affiliation, and any other data necessary for it to provide you services. You may choose not to provide  **Edmodo** with certain information, but then you may not be able to take advantage of many of its features. The personal information you provide is used for such purposes as responding to requests for certain data, products, and services; customizing the content you see; and communicating about specials and new features. For instance, the e-mail address you provided may be used to send you e-mail communications.  **Edmodo** uses this to make your experience more interesting and helpful.





- **Information collected automatically.** 🧑 Edmodo automatically receives and records information on its servers such as logs from your browser, including your Internet Protocol (IP) address and the page you requested. 🧑 Edmodo also records details of your activities on its website. This information is the personal data that all Web browsers such as Chrome, Firefox, Internet Explorer, and Safari collect as well. Generally, 🧑 Edmodo services automatically collect usage information such as the number and frequency of visitors to your page and its components, similar to television (TV) ratings that indicate how many people watched a particular show. 🧑 Edmodo only uses this data in collective form, that is, as a statistical measure, and not in a manner that would personally identify you. This type of cumulative data enables 🧑 Edmodo to figure out how often users use parts of its website or services so it can make the platform appealing to as many users as possible and improve its services. As part of this use of information, 🧑 Edmodo may provide amassed data to partners about how users collectively use its website to help provide you an optimal online experience.
- **Cookies.** Cookies are alphanumeric identifiers made up of letters and numbers that 🧑 Edmodo transfers to your PC's hard drive through your browser to enable its systems to recognize your browser and tell it how and when pages on its website are visited and by how many people. 🧑 Edmodo cookies do not collect personal information. 🧑 Edmodo does not combine the general information collected through cookies with other personal data to tell it who you are or what your screen name or e-mail address is.
- **Information security.** Your 🧑 Edmodo account is protected by a password for your privacy and security. You may help protect against unauthorized access to your account and personal information by appropriately selecting and protecting your password and limiting access to your PC and browser by signing off after you finished accessing your account. 🧑 Edmodo endeavors to protect user information to ensure that account data is kept private. However, 🧑 Edmodo cannot guarantee the security of user account information. Unauthorized entry or use, hardware or software failure, and other factors may compromise the security of user information at any time. For additional information about the security measures 🧑 Edmodo uses in connection with the website, please contact 🧑 Edmodo at [info@edmodo.com](mailto:info@edmodo.com). 🧑 Edmodo is not responsible for the privacy policies and/or practices of other websites. When linking to another website, a user should read the privacy policy stated on it. Please be aware that whenever you voluntarily post information on public areas on the 🧑 Edmodo website or any other public forum, such information can be accessed by the public.

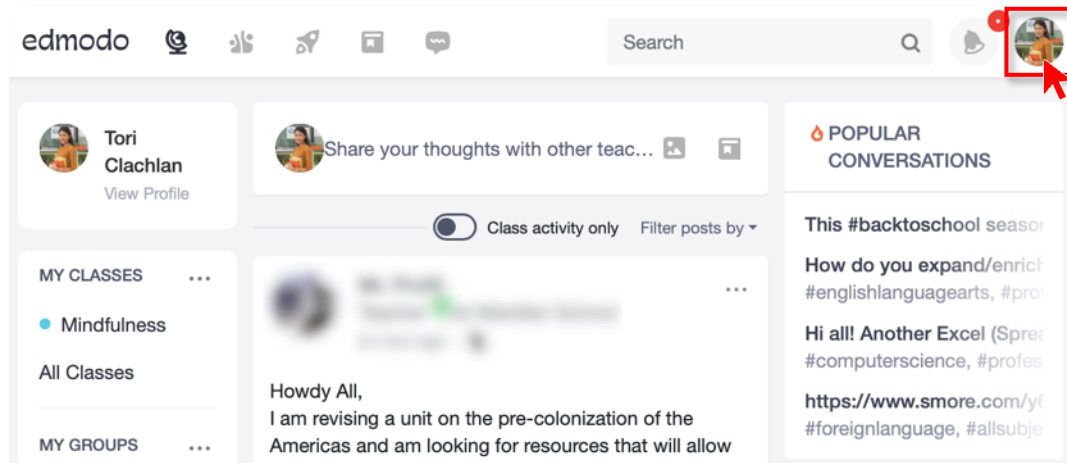
## ***How to Edit Your Account's Privacy Settings***


Privacy is a very important concern when using 🧑 Edmodo. You need to be able to control what information people can see on your profile. Your reputation and future endeavors depend on it. Many social media sites collect private data to create your profile. As such, we advise that you limit the information you provide in the public domain. Careful consideration and balance were taken by 🧑 Edmodo so you will not provide too much information, only that which is needed to effectively use the platform.

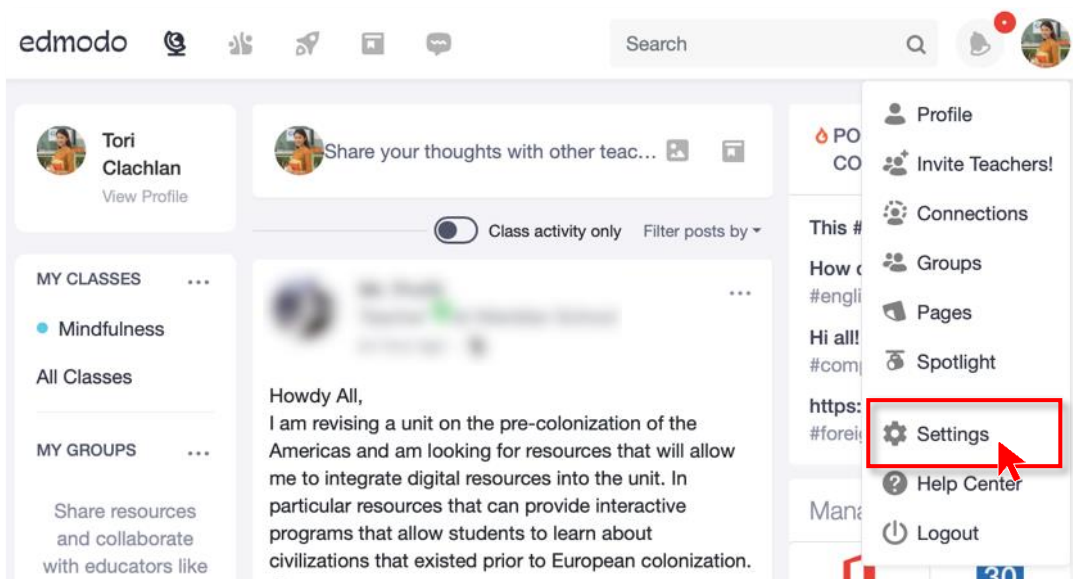


Edit your account's privacy settings using either the desktop web version or the mobile app. To proceed, log in to your  **Edmodo** account then follow the step-by-step guide below:

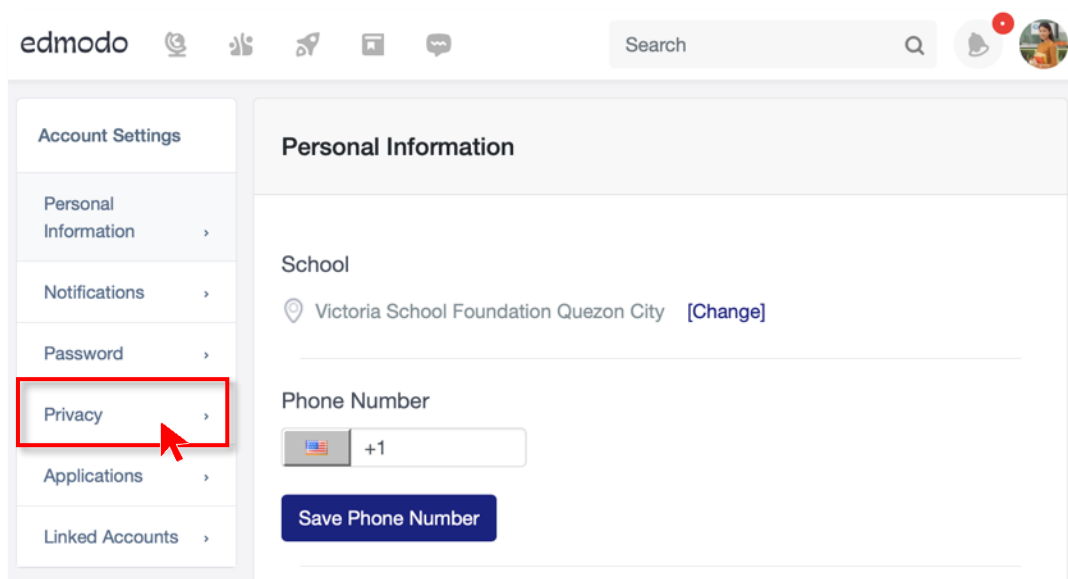
1.  **Edmodo** is a closed and secure environment and editing your account's privacy settings is straightforward. Click on your profile picture at the upper right-hand corner of the page. You should see a drop-down menu.



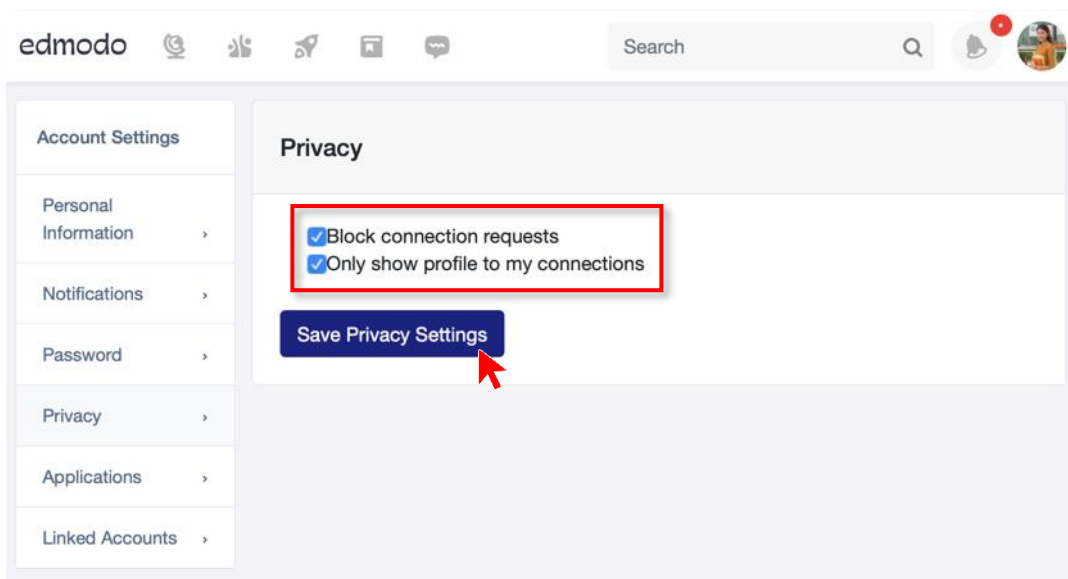
2. Click  **Settings**. This will open the **Settings** page.



3. Click **Privacy** tab from the options in the side bar on the left-hand portion of the page. This will open the **Privacy** page.




4. Check the boxes beside the privacy feature that you want to turn on. Then click the **Save Privacy Settings** button.



Congratulations! You just made your 🍌 **Edmodo** account more secure than when you started using a Windows device.




## *What Do Edmodo's Privacy Features Do?*


 **Edmodo** has two privacy features that you may want to use on your account. The following provides more details on what each feature does:

- **Block connection requests.** Turning this on does not let anyone send you requests to access anything related to your account. That means you can send invitations to connect with others but not receive invitations.
- **Only show my profile to connections.** Turning this on blocks anyone from viewing your profile. That means only the people you are related with can view it. They may include students, their parents, or fellow teachers you gave access to your group pages.


You may turn on either only one or none of the available privacy features, depending on your needs.


## *How to Create an Edmodo Class for Your Students*


In  **Edmodo**, you create and lead moderated groups where students post questions, engage in discussions, submit homework assignments, and respond to instant polls or quizzes. Unlike groups in other social networking sites such as Facebook, no data within  **Edmodo** groups are searchable on the general Internet. Also, no personal information is required from any student. Teachers have complete control over what happens in their  **Edmodo** digital learning environments. You can moderate, edit, and delete any student post. You can also control the amount of access that students have to digital classrooms.

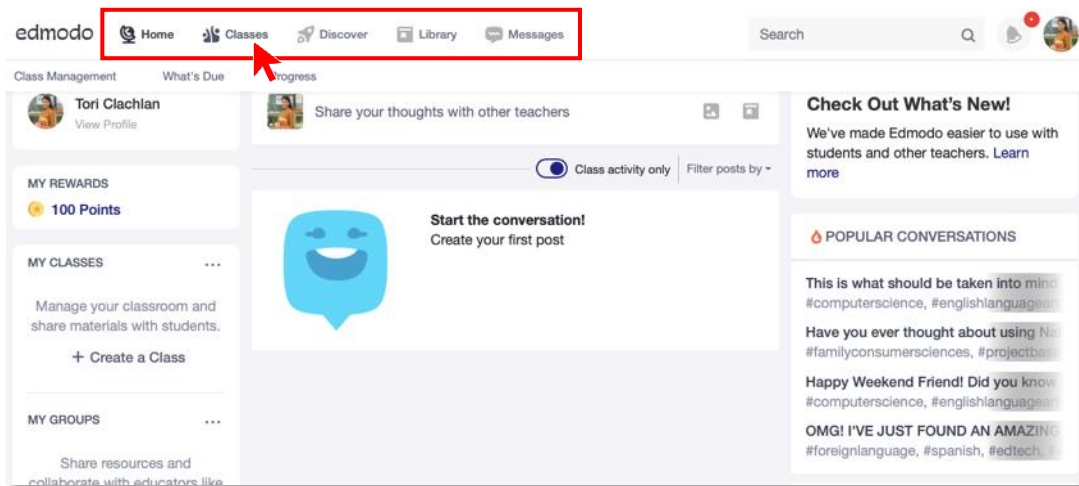
With the ability to create unique groups and reusable content,  **Edmodo** offers you convenient ways to differentiate content to suit varied learning needs of students. You can create small groups for specific interests or abilities of students or create sequential folders of activities that are appropriate for different student levels and ways of learning. Students in one group gain access to new content as their abilities progress, while those in other groups receive resources that they can use when they are ready. Groups can help differentiate between plain instruction and active learning. You can even organize groups for an entire class or small groups for projects or team-based activities. Examples of such groups include:

- Literature circles
- Project groups
- Peer-review groups
- Laboratory groups

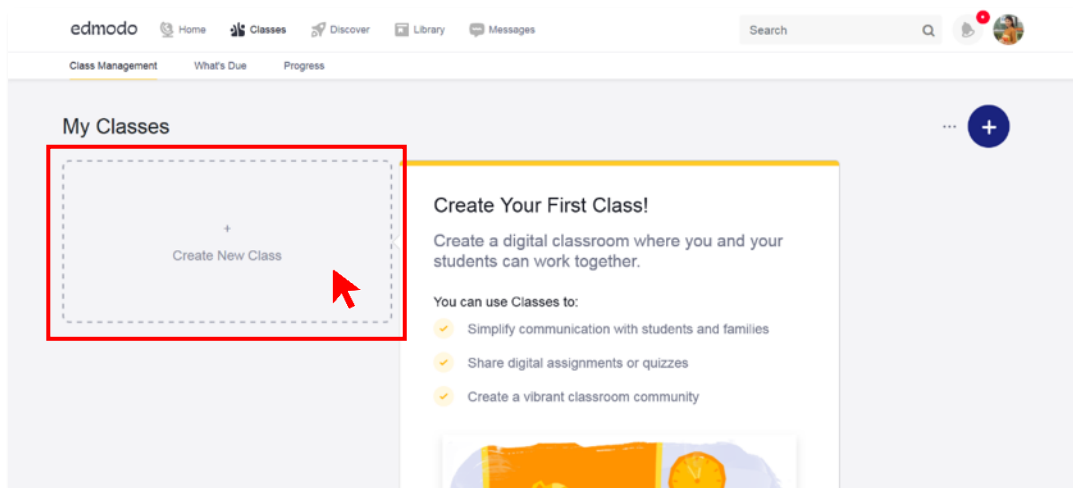
Creating a class group on  **Edmodo** helps you to effectively manage and organize classroom activities. For instance, you have control over the membership of any group that you moderate. Students belonging to the same group can discuss given topics, share resources, and collaborate on projects. While any or all of this happens, you can supervise their activities.

Follow the step-by-step instructions to set up your first/new class group on  **Edmodo**.

1. In the toolbar at the top of the web page, click on  **Classes**.



2. Click anywhere on the rectangle with dashed border that says **+ Create New Class** to begin.



## Web Resources

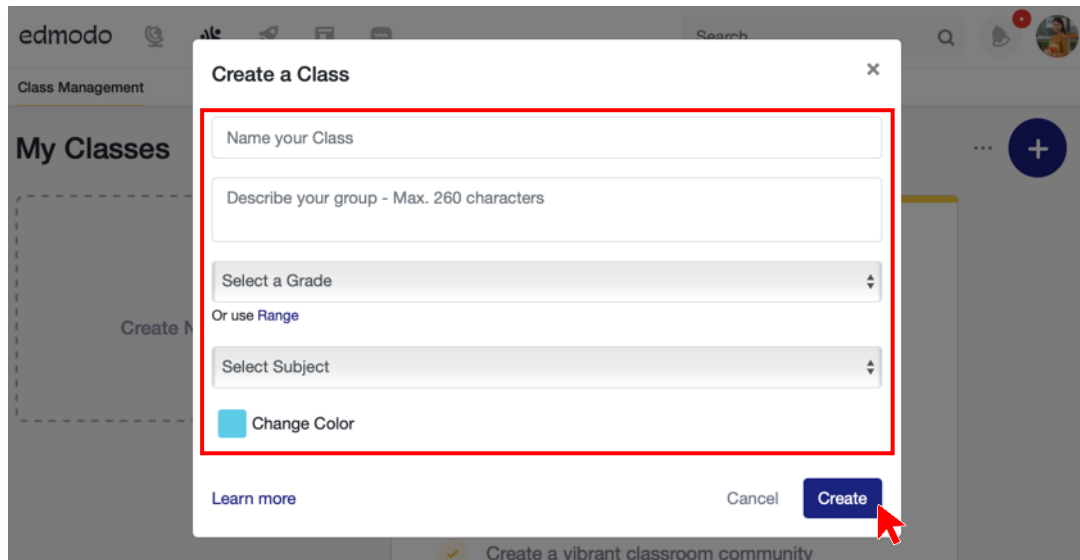
Scan or click on the QR codes to access the linked resources

### Video



*Managing Class and Group Member Accounts*  
Edmodo  
[www.youtube.com](http://www.youtube.com)

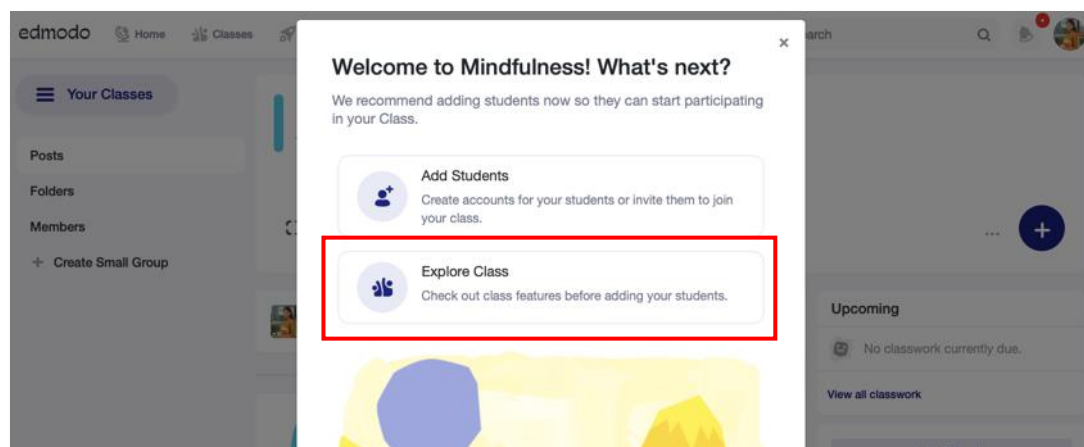
3. Fill in the information about your class. Enter the details of the group which includes its name, description, subject area, and grade level(s). To indicate the grade level(s), just drag the buttons along the slider or select the level(s) from the options in the drop-down menu. Check once again whether the details are correct. Once done, click on the **Create** button.



The screenshot shows the 'Create a Class' modal window in the Edmodo interface. The modal is titled 'Create a Class' and has a close button (X) in the top right corner. It contains the following fields and options:

- Name your Class**: A text input field.
- Describe your group - Max. 260 characters**: A text area.
- Select a Grade**: A dropdown menu.
- Or use Range**: A link to select a grade range.
- Select Subject**: A dropdown menu.
- Change Color**: A button with a color selection icon.
- Learn more**: A link at the bottom left.
- Cancel**: A button at the bottom right.
- Create**: A blue button at the bottom right, highlighted with a red arrow.

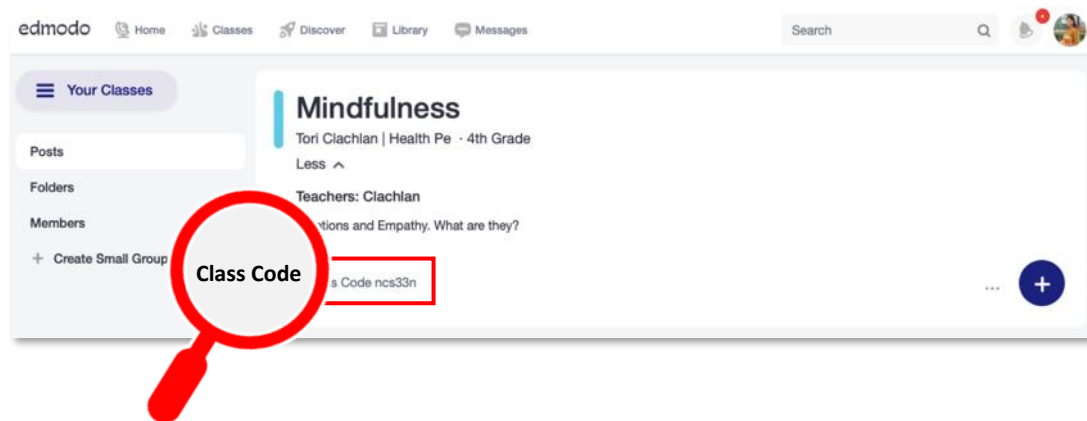
4. Take time to check out the features of your 🍌 **Edmodo** class before adding students, which you will learn in the following section. Click on the **Explore Class** button to close the pop-up window and start exploring.



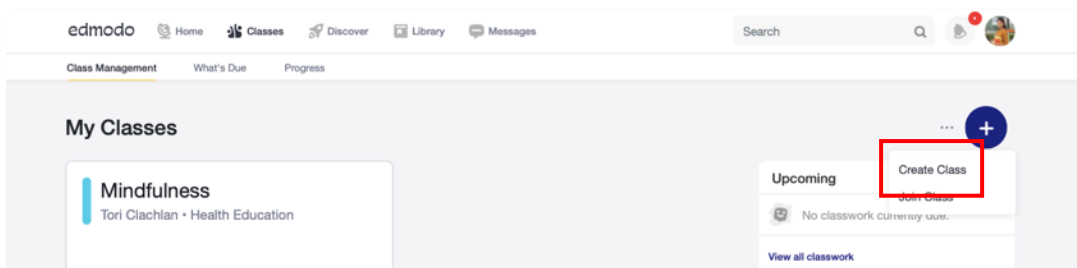
The screenshot shows the 'Welcome to Mindfulness! What's next?' modal window in the Edmodo interface. The modal is titled 'Welcome to Mindfulness! What's next?' and has a close button (X) in the top right corner. It contains the following options:

- Add Students**: A button with a person icon and the text 'Create accounts for your students or invite them to join your class.'
- Explore Class**: A button with a group icon and the text 'Check out class features before adding your students.' This button is highlighted with a red box.

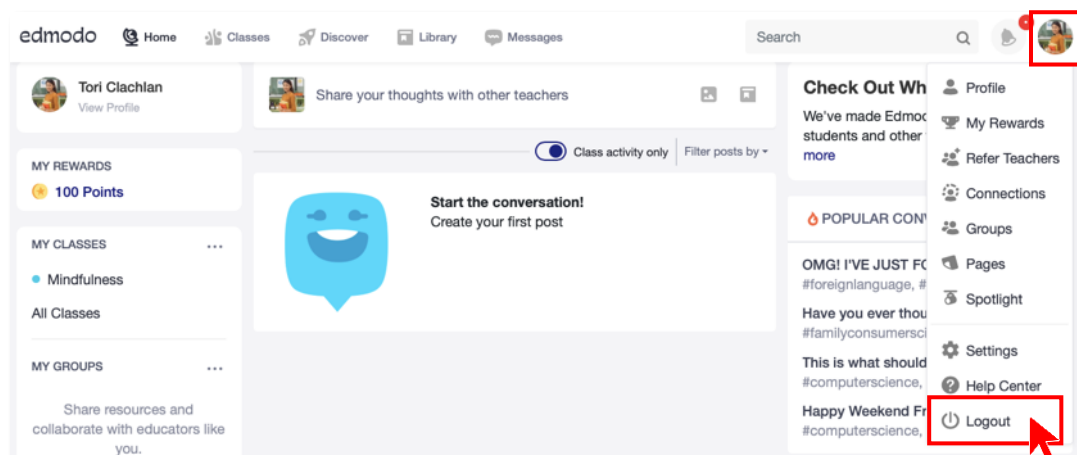
5. Take note of the Class Code on the upper portion of the page. You will need this to invite your students to join the class group you just created.



6. As mentioned earlier, you may create more than one group for each class. In creating your succeeding groups on Edmodo, go back to **Classes** home page. Click on **+** located on the left-hand side of the page to show a drop-down menu. Click on **Create Class** and repeat step 3 in this section. Do not forget to take note of the Group Code for each group you have created for later reference.







7. Congratulations! You now have an **Edmodo** class that your students can join. To log out of your account, click on your profile avatar in the toolbar on the upper right-hand corner of the page. A drop-down list will show. Click **Logout**, and you are done.

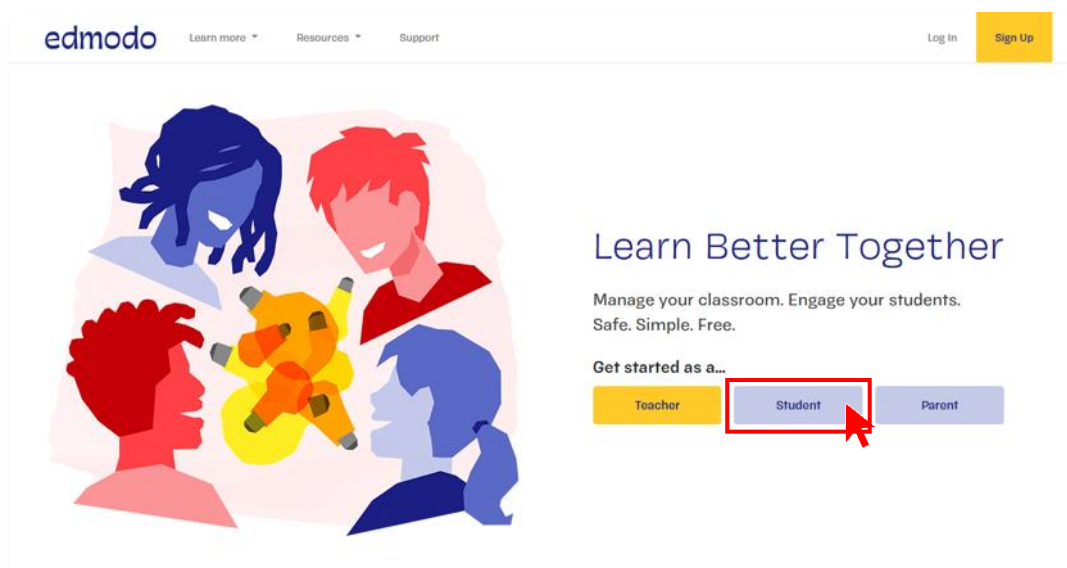


Now, you are ready to guide your students in joining your **Edmodo** class.

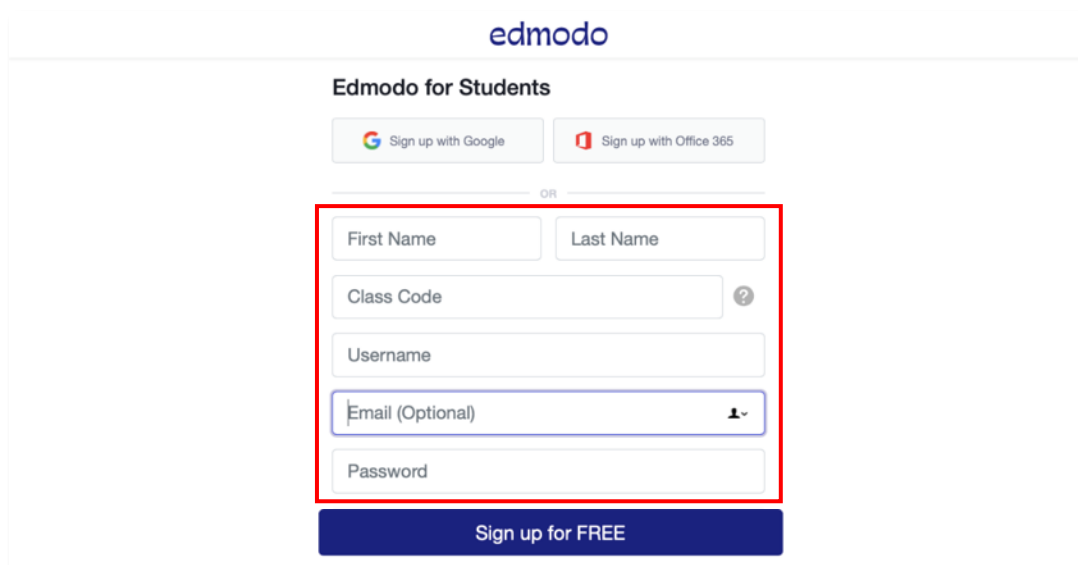
## How to Guide Students in Creating Their Own Edmodo Accounts

Creating an  **Edmodo** student account is the first step for students to engage in a meaningful learning experience with the rest of your online class. Follow the steps below to help your students create their own  **Edmodo** accounts.

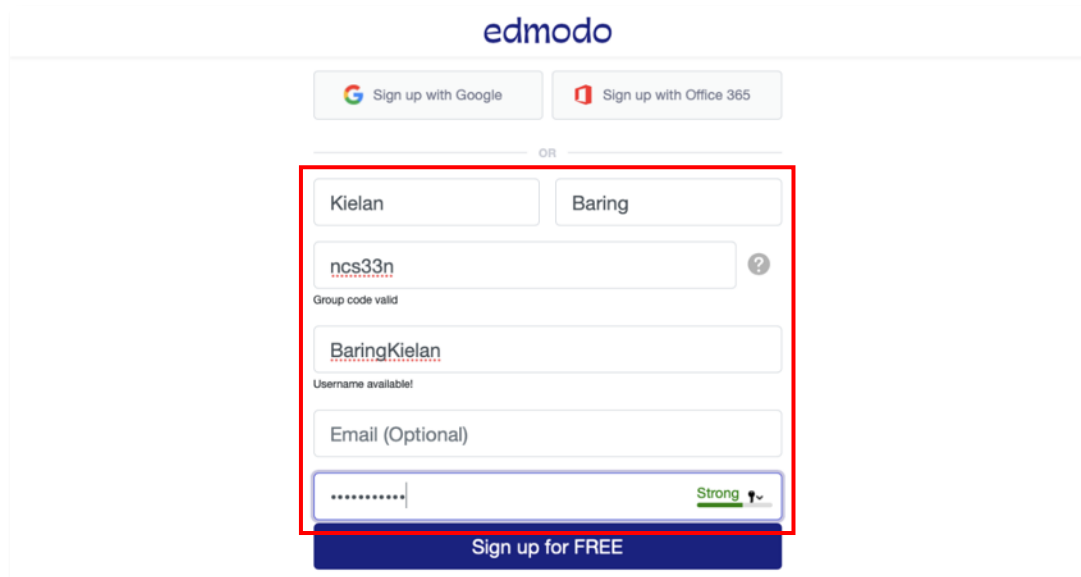
1. Help your students sign up for an  **Edmodo** account. First, ask them to open their internet browsers and type “<https://www.edmodo.com>” into the address bar. This will open the  **Edmodo** home page. Ask your students to click the **Student** button.



2. Wait for a sign-up page to come up on the screen.

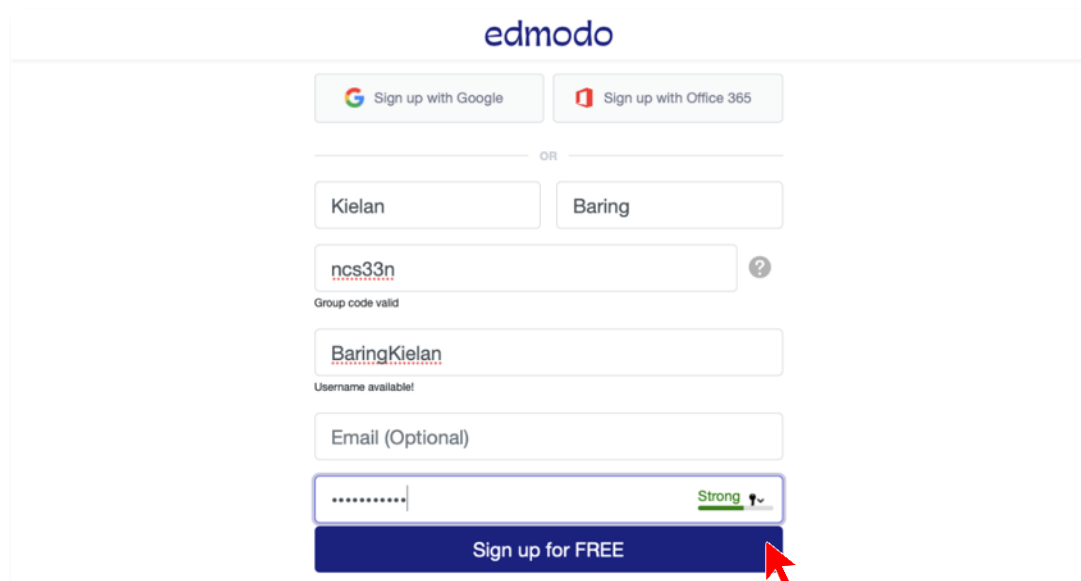


3. Ask students to fill in their personal information and create a strong password for their accounts. Remind students to pay careful attention while typing in the class code to ensure they are added to the right 📧 **Edmodo** class. An email is not required to sign up for a student account.




The image shows the Edmodo sign-up page. At the top, there are two buttons: "Sign up with Google" and "Sign up with Office 365". Below these, there is a section for "OR" with two input fields: "Kielan" and "Baring". Below these, there is a group code input field containing "ncs33n" with a question mark icon. Below that, there is a username input field containing "BaringKielan" with a checkmark icon. Below that, there is an "Email (Optional)" input field. Below that, there is a password input field with a strength indicator showing "Strong". A red box highlights the "Kielan", "Baring", "ncs33n", "BaringKielan", "Email (Optional)", and "Strong" password fields. At the bottom, there is a blue button labeled "Sign up for FREE".

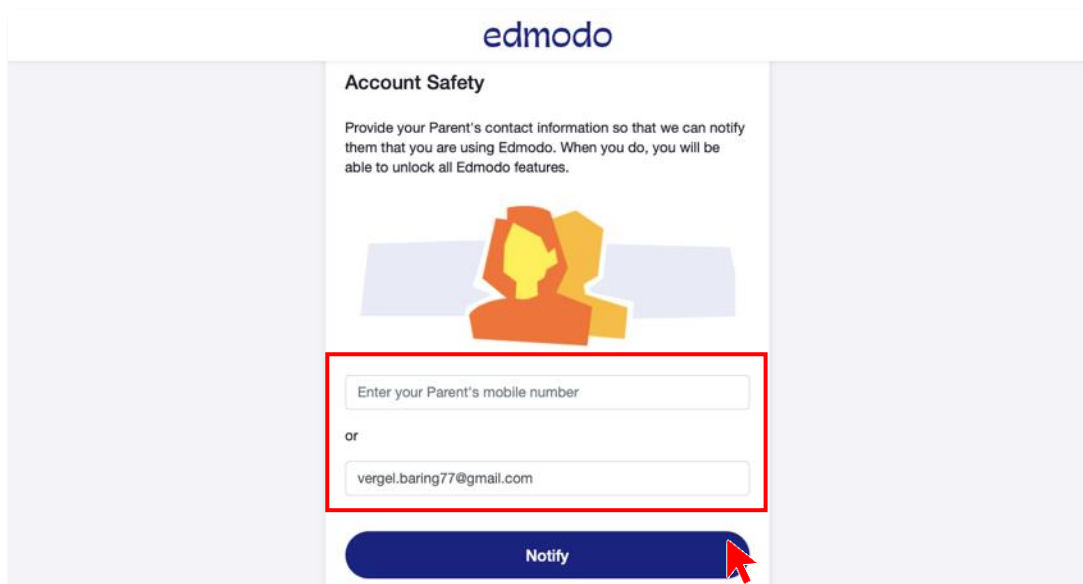
4. Once all text fields are filled in, ask students to click on the **Sign up for FREE** button.




The image shows the Edmodo sign-up page, identical to the previous one, but with a red arrow pointing to the "Sign up for FREE" button at the bottom.

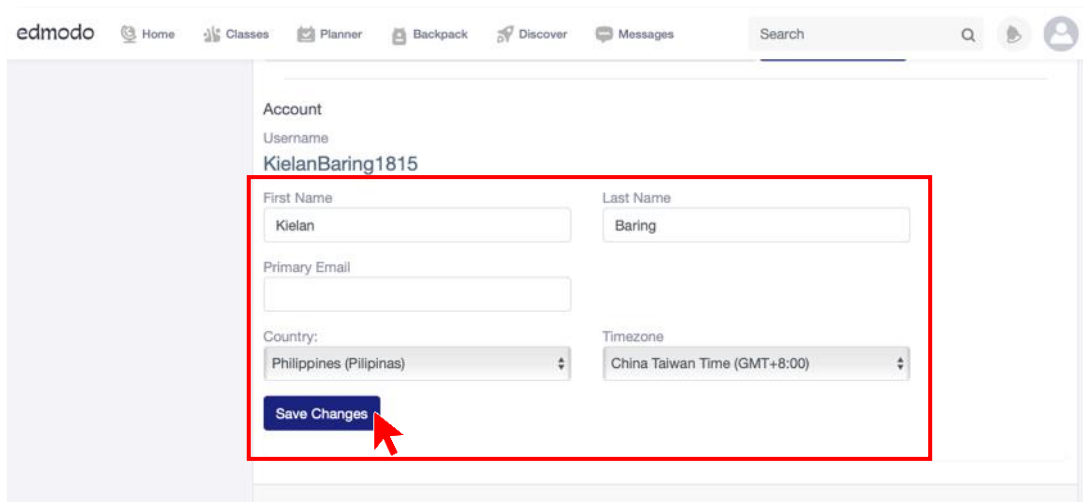


5. While students are not required to have an email account to sign up for an account, the website asks students to provide either of their parents' contact information to unlock all the features of  **Edmodo**. Click on **Notify** to proceed.




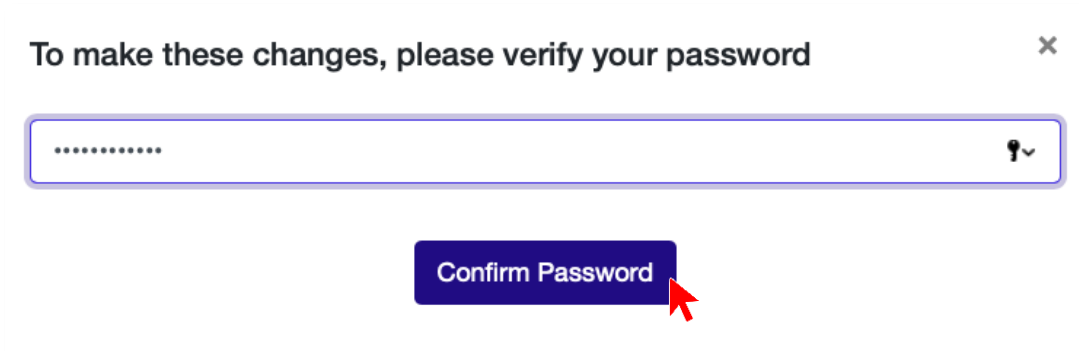
The screenshot shows the 'Account Safety' section of the Edmodo website. It features a heading 'Account Safety' and a paragraph explaining that providing parent contact information will unlock all features. Below this is an illustration of a parent and child. A red box highlights the input fields for 'Enter your Parent's mobile number' and 'or vergel.baring77@gmail.com'. A blue 'Notify' button is at the bottom, with a red arrow pointing to it.

6. Account settings will come up on the screen to allow students to update their profiles before starting to use  **Edmodo**. Doing so is optional but updating country information and time zone will help students avoid issues with features that depend on the user's time and location such as online submission of assignments. Once done, students should click on the **Save Changes** button.



The screenshot shows the 'Account' settings page in Edmodo. The username 'KielanBaring1815' is displayed. A red box highlights the 'First Name' (Kielan), 'Last Name' (Baring), 'Primary Email' (empty), 'Country' (Philippines (Pilipinas)), and 'Timezone' (China Taiwan Time (GMT+8:00)) fields. A blue 'Save Changes' button is at the bottom, with a red arrow pointing to it.

7. Ask students to type in their passwords to confirm the changes made and click the **Confirm Password** button.  **Edmodo** will always ask for the user's password to confirm any changes made to an account.

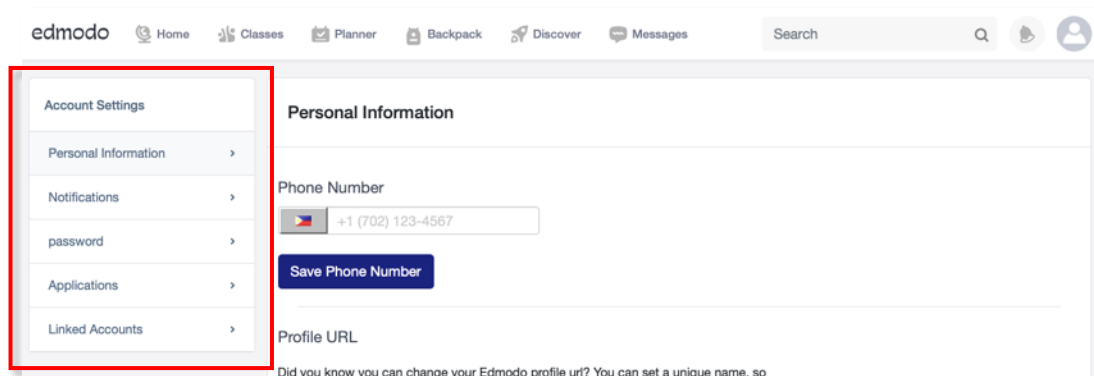


To make these changes, please verify your password

.....

Confirm Password

8. Other account settings can be edited by the students later. Students will just have to go back to the account setting page and click on the tab on the left-hand side of the screen based on the changes they would like to make.



edmodo Home Classes Planner Backpack Discover Messages Search

Account Settings

Personal Information


Phone Number

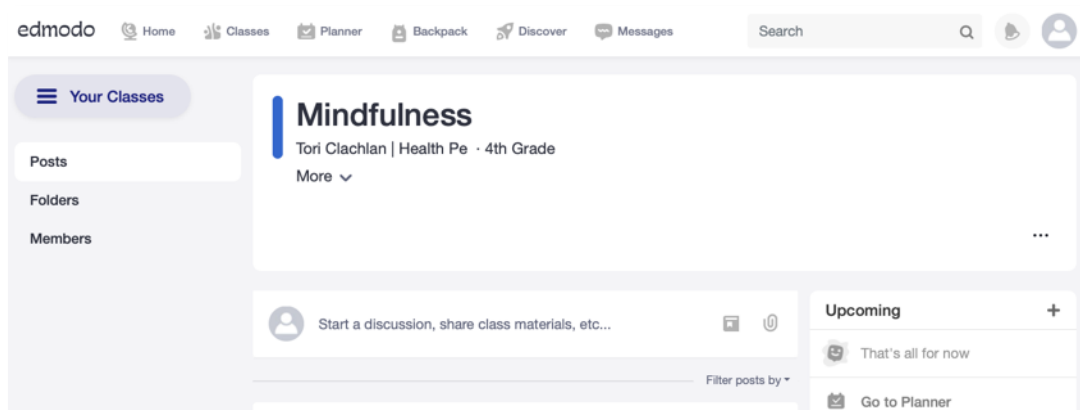
+1 (702) 123-4567

Save Phone Number

Profile URL

Did you know you can change your Edmodo profile url? You can set a unique name, so

9. Finally, congratulate students for successfully joining your  **Edmodo** class. Teach them to log out of their own accounts every time they finish a session.



edmodo Home Classes Planner Backpack Discover Messages Search

Your Classes

Mindfulness

Tori Clachlan | Health Pe · 4th Grade

More


Start a discussion, share class materials, etc...

Upcoming

That's all for now

Go to Planner


## How to Help Parents Create Their Own Edmodo Accounts


 **Edmodo** encourages parents to participate in their children's development. They are encouraged to serve as teacher's partners or learning partners. To do that, it lets parents create their own accounts that are linked to their children's/student accounts. That way, they can view the following information:

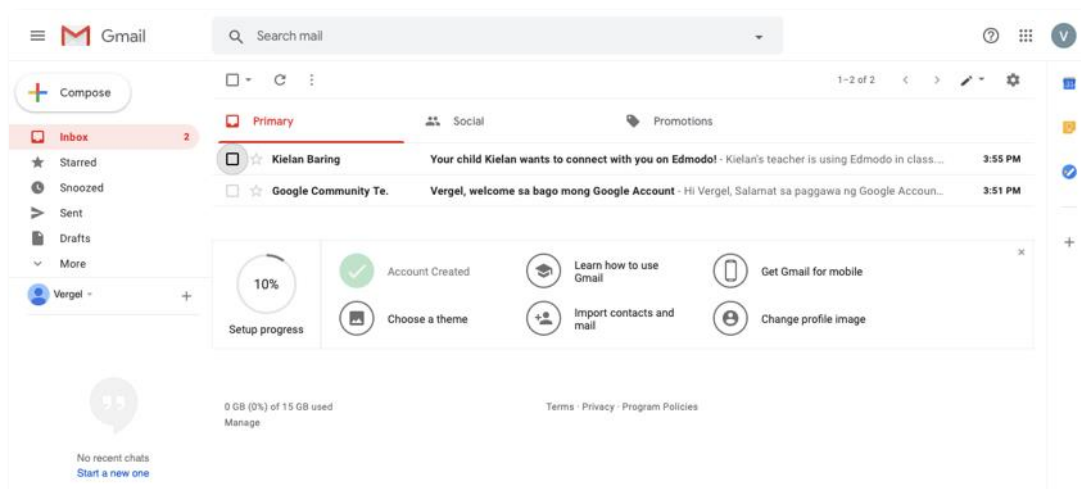
- Their children's assignments that are due for submission including notices about late submissions, if any.
- Their children's teachers' comments on assignments.
- Calendar notices on upcoming activities such as quizzes, exams, and campus events.
- Messages their children's teachers send to parents.
- Messages sent by teachers to their children and vice versa.
- Their children's grades; and
- Their children's teachers' Edmodo profiles.

Using their parent accounts, they can monitor their children's grades and school performance; help remind their children of upcoming assignment deadlines, quizzes, exams, and school activities; and communicate with their children's teachers. Note though that they will not be able to see the following information:

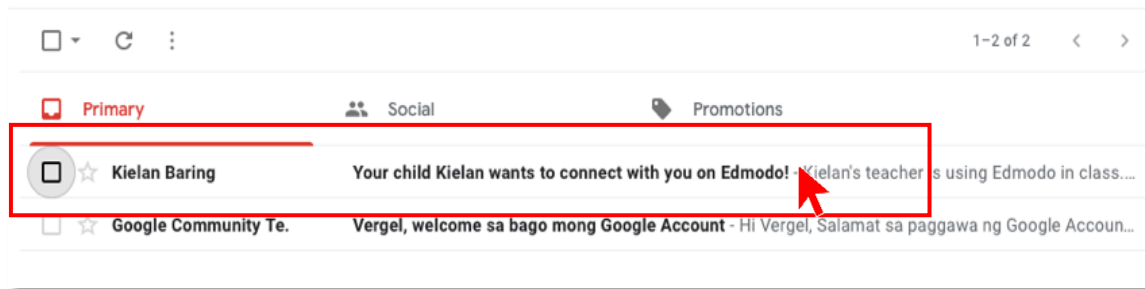
- Messages that teachers post on group pages unless meant for them.
- Teacher communities.
- Other students' posts, replies, grades, or assignments; and
- Library items or shared folders.

You will need your students' help to teach their parents to set up their own  **Edmodo** accounts. Give your students the instructions below for their parents to follow:

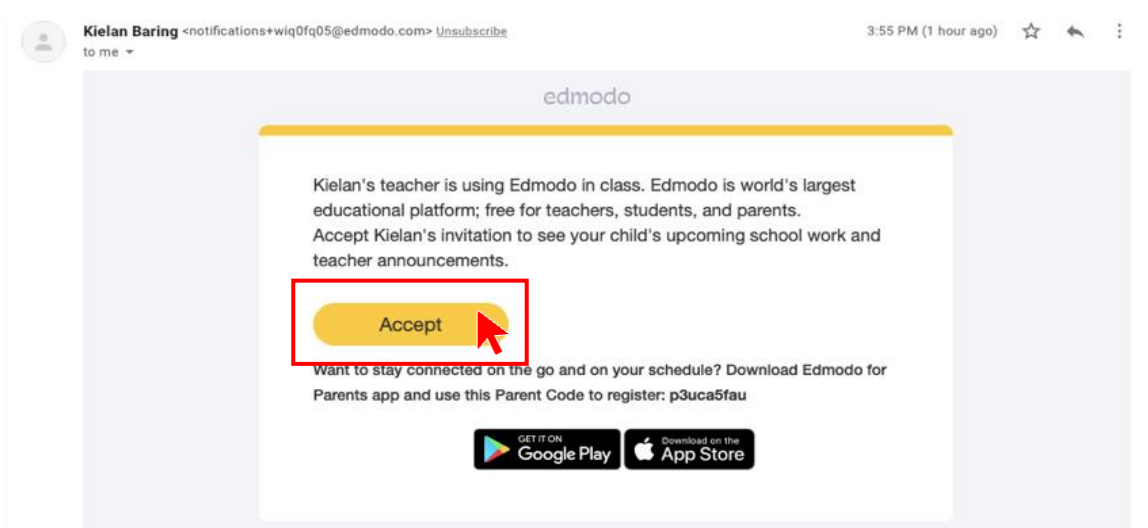
1. Ask parents to open their email accounts—the one where students sent an  **Edmodo** invitation to in class.



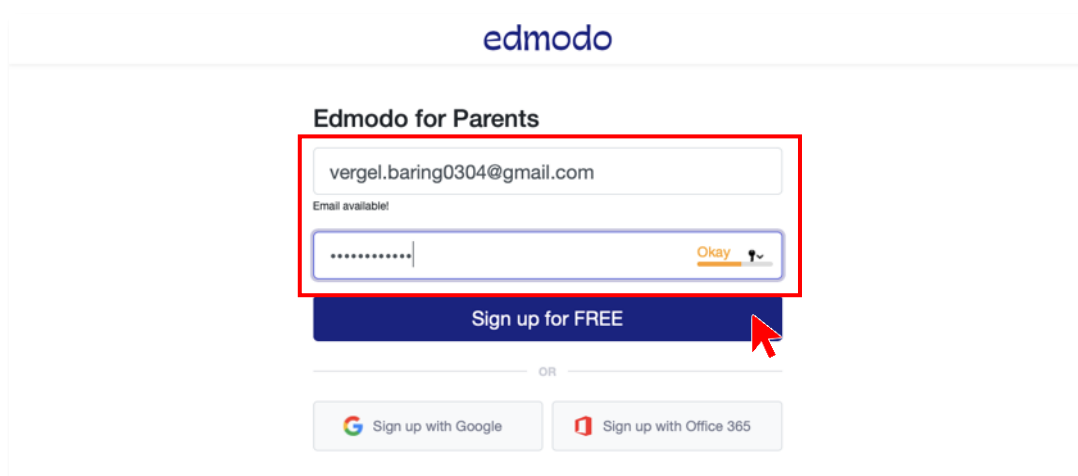
2. Ask parents to look for the email with the subject, “Your child [child’s name] wants to connect with you on Edmodo!” Open the email by clicking on it.



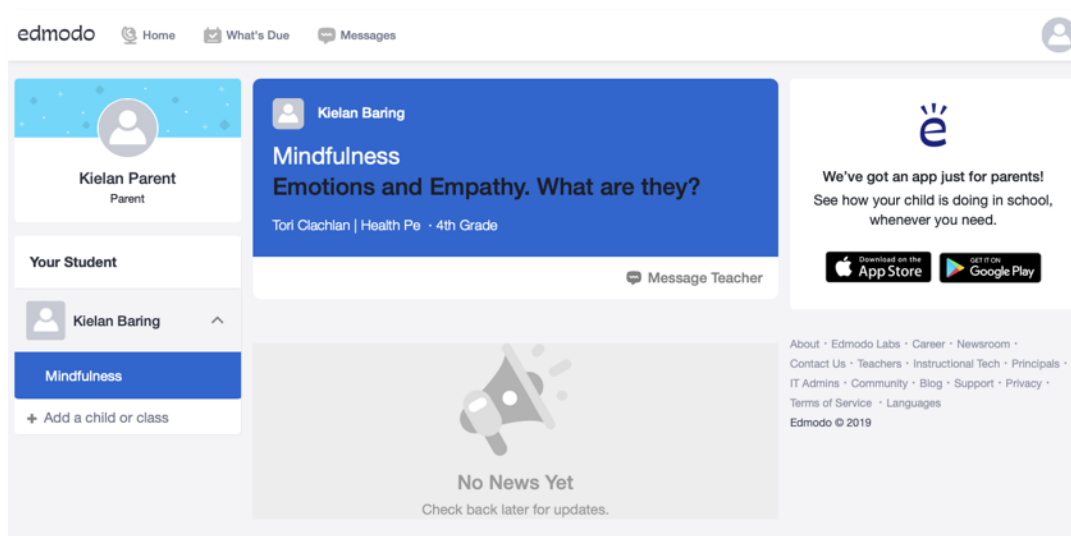
3. Ask parents to click on the **Accept** button to continue using a PC or a mobile device.




4. This will open the **Edmodo for Parents** sign-up page. Ask parents to fill in the required information, then click the **Sign up for FREE** button. Parents will automatically be taken to their own **Edmodo** page where they can monitor their child’s progress.





5. Ask parents to log out, click on the user's avatar  at the top right-hand corner of the webpage. This will make a drop-down list appear. Click  **Logout** to complete the steps.

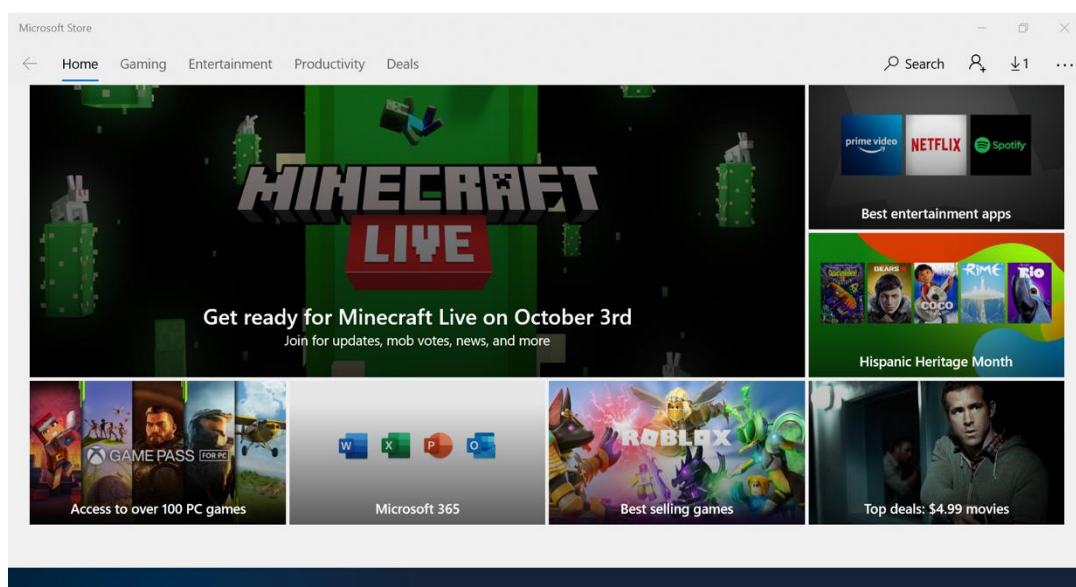




Finally, congratulate your parents for successfully opening an  **Edmodo** parent account using a Windows device.

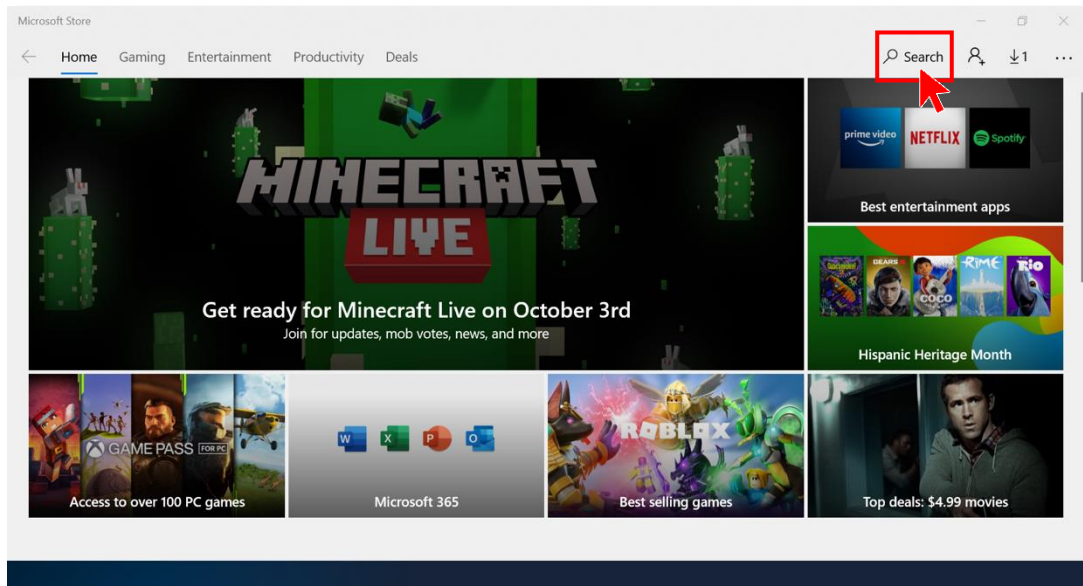
## How to Install the Edmodo App





The  **Edmodo** app can be installed on all kinds of mobile devices running any of the three most popular operating systems (OS) today, namely: iOS, iPadOS, Android, and Windows. To install the app on a Windows device, follow this step-by-step guide:

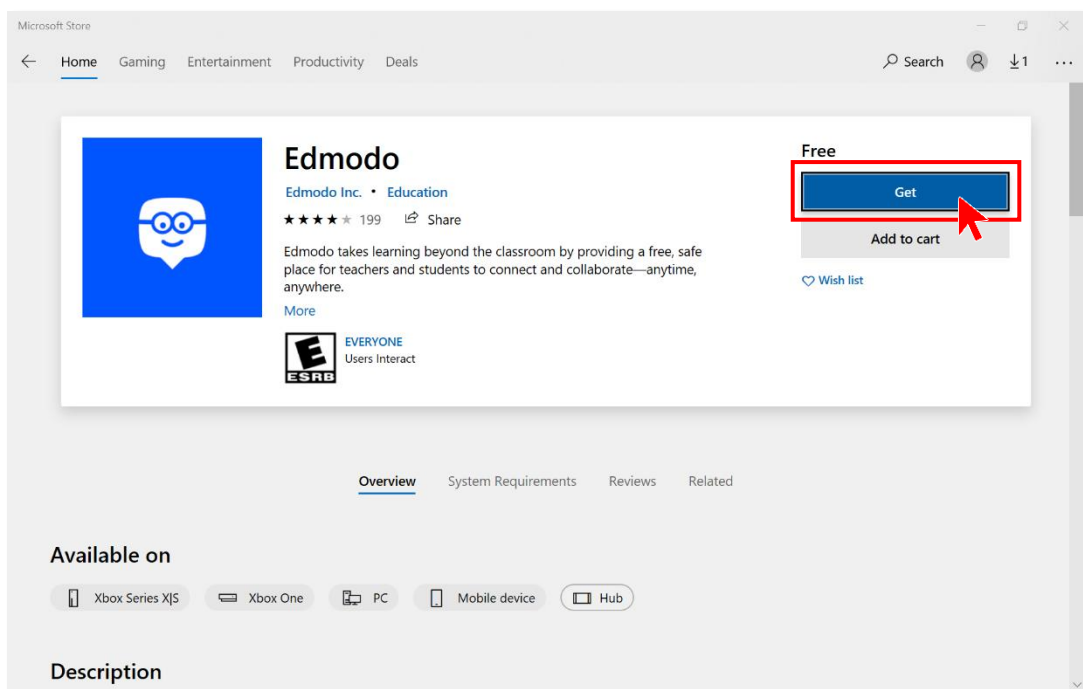
1. Turn on your Windows device, connect to the Internet using Wi-Fi or cellular data, and open  **Microsoft Store**. The app store will land on its the home page showing featured apps and app categories.



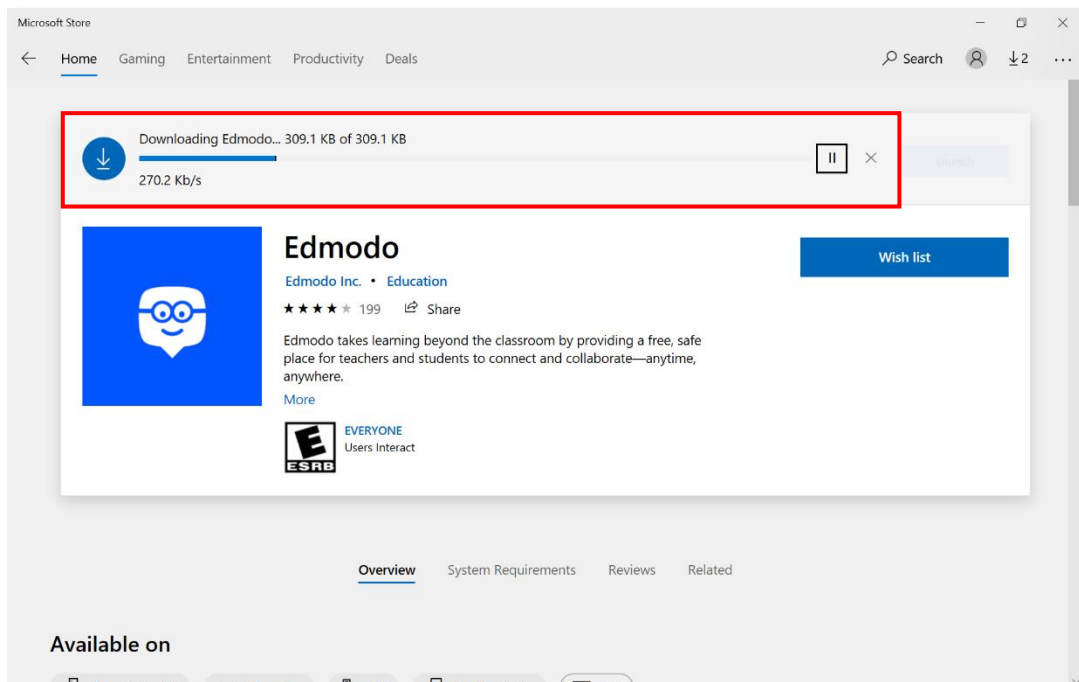
2. Click on  **Search** in the toolbar at the top of the screen to look up the  **Edmodo** app on the application store.

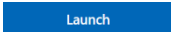


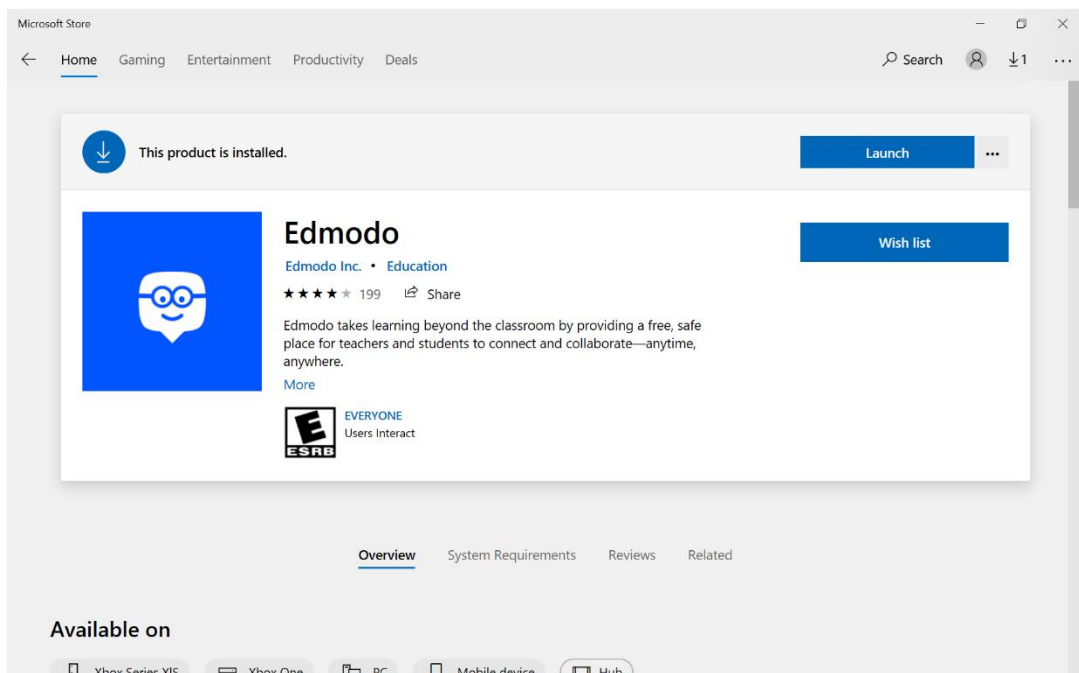
3. Type “edmodo” or into the  **Search** field. Note that suggestions will appear as you type. Click on  **Edmodo** from the list or press on the enter button of your keyboard. By now, the app you searched for should be displayed on the page. Click  to install the  **Edmodo** app.



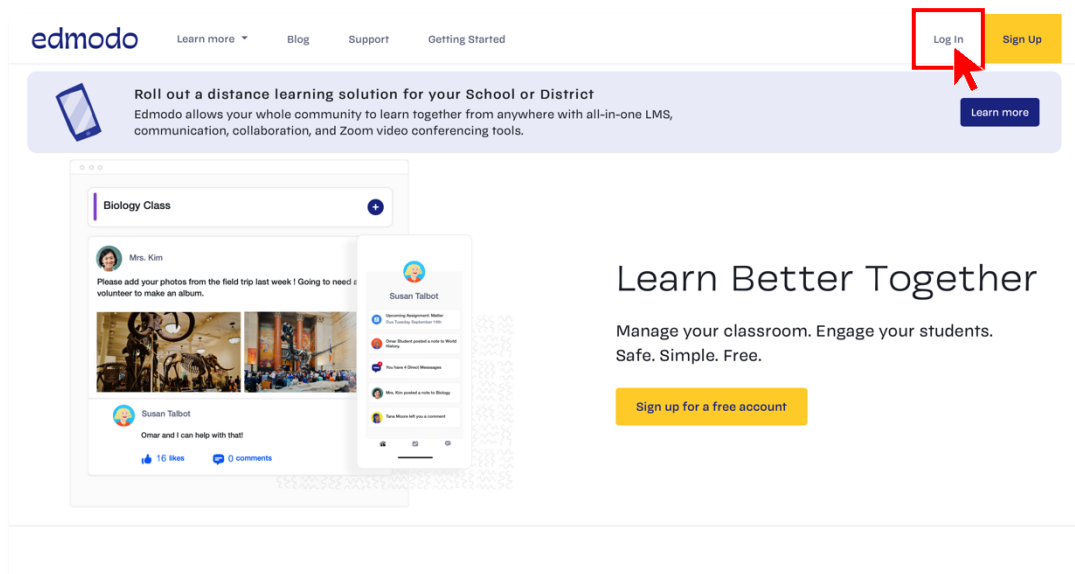
- Download will start once your password or biometric ID has been authenticated. Downloading the app may take a while, depending on the speed of your Internet access. Progress is shown in the upper portion of the page.



- Wait for the download to finish. You will know once you see the  button. Click on the **Launch** button to open the app.








6. On startup page, click on **Log in** at the top of the screen. To log in, follow the instructions in the section [How to Guide Students in Creating Their Own Edmodo Accounts](#).



7. Congratulations! You have installed the  **Edmodo** app on your Windows device.



## How to Post a Note

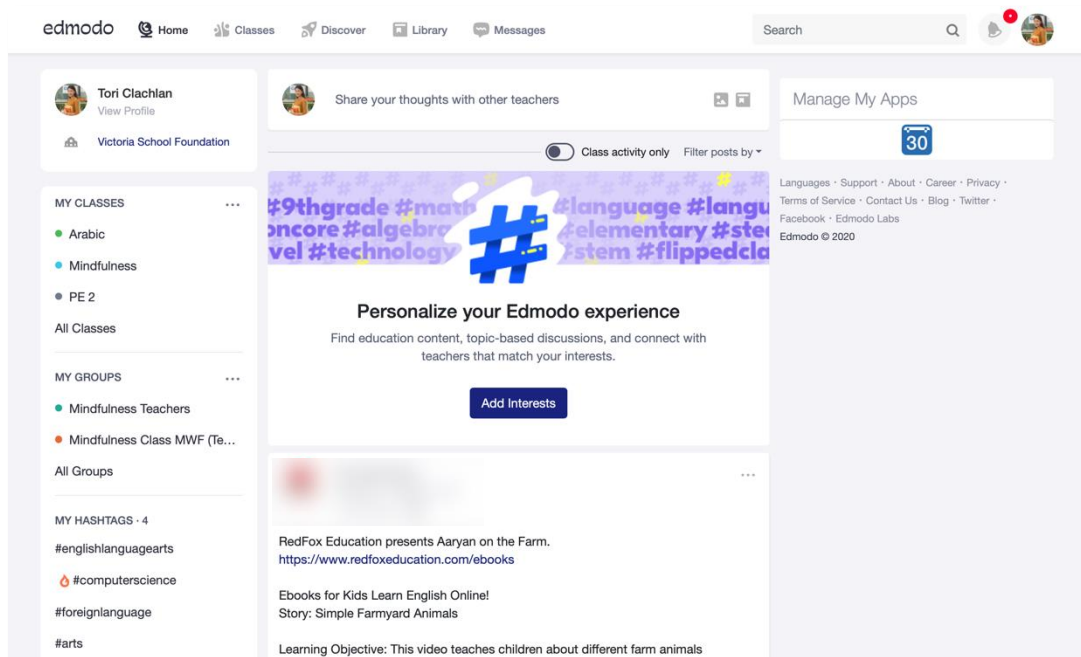
Posting is  **Edmodo**'s general term for sending a message to group members. You can post a note, an assignment, or a poll. On your group or class page, you can post a note, a photo, a link to an online resource, or an event invitation. One of the ways students can interact with you on  **Edmodo** is by replying to your post through a comment. Likewise, you can react to your students' comments by simply writing back. A poll is a kind of post that allows you to gather students' opinions or votes on certain topics or issues. On the  **Edmodo** app, you can also announce, collect, and grade homework assignments. Apart from these, quizzes can be set up and administered via  **Edmodo**. Each feature described here will be further discussed in later sections of this e-book.

Posting a note is the easiest way to start a discussion with students.  **Edmodo** lets you attach files to or send links via posts. As such, you can easily share resources such as class notes, photos, and web resources with group members.

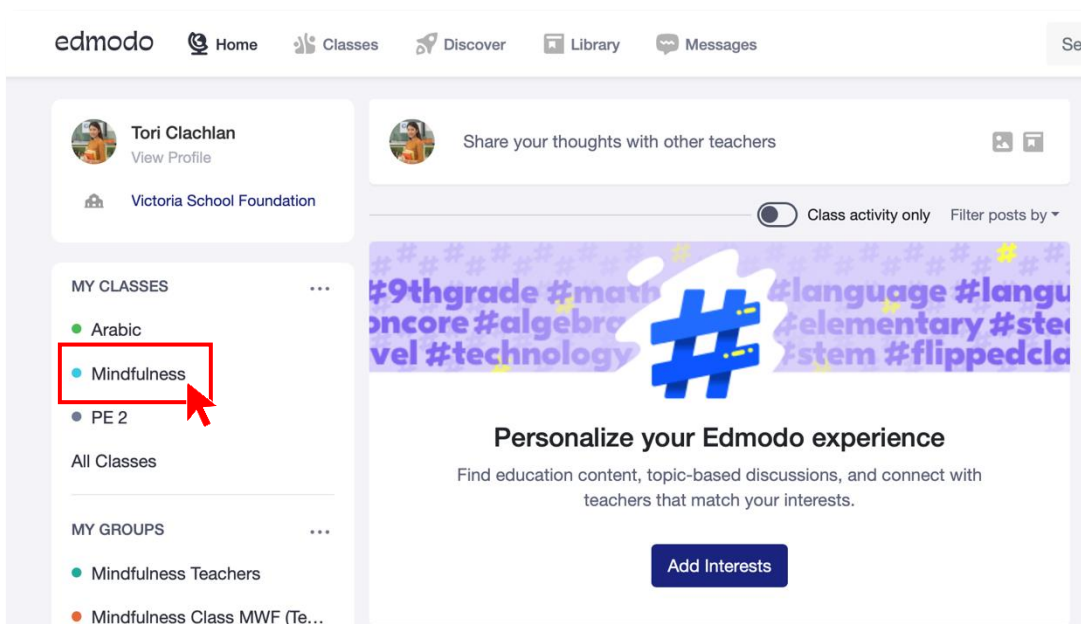
You will learn to compose and send a basic note in this section. A basic note only contains text messages. Later, you will learn how to attach files, as well as share photos, links, and videos. To post a note for students, follow the step-by-step guide below.



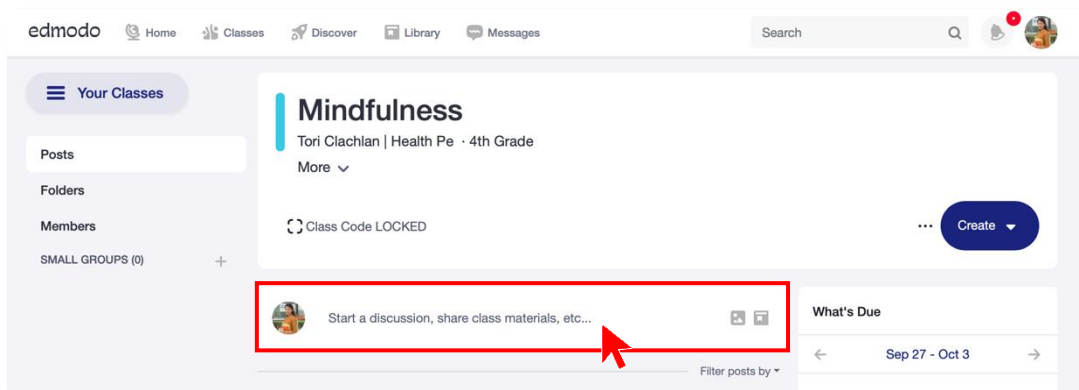
1. Open the  **Edmodo** app on your Windows device. Since you already logged in when you installed the app earlier, you do not need to log in again. You should see your  **Edmodo** page.



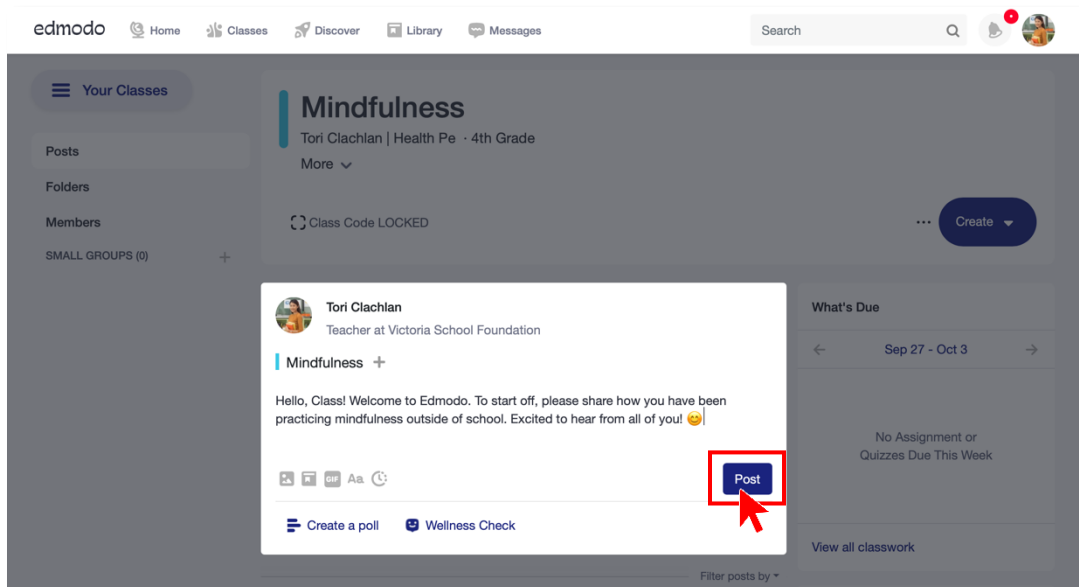
2. In the **MY CLASSES** sidebar on the left side of the page, click on the class in which you intend to make a post.



3. To compose a note, click on the **Start a discussion, share class materials, etc...** field.






4. Start typing your message into the text field. Once done, click on the **Post** button.






5. Congratulations! You just posted your first note for students using a Windows device. You and your students in the group can now view the post you just created.

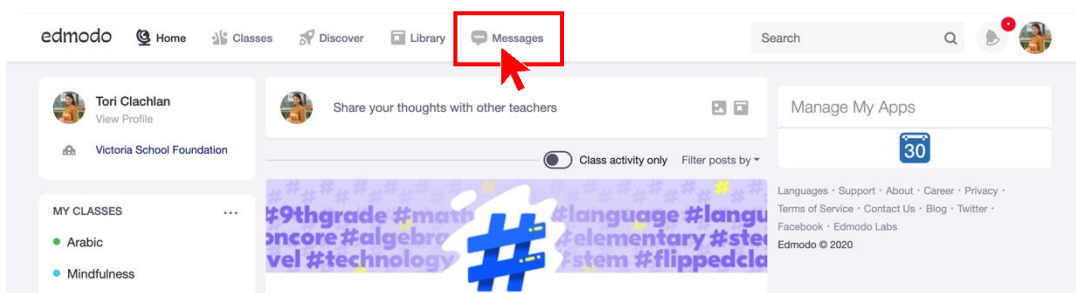



## How to Send a Message to Parents

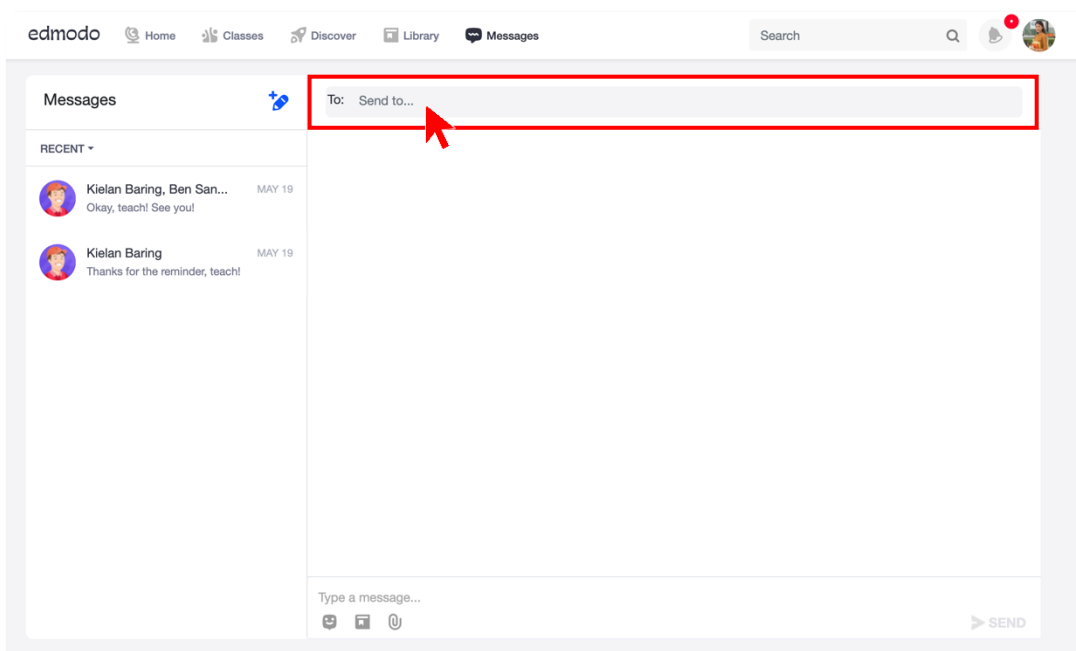
Communication between you and your students' parents is important to help ensure that students get the necessary support at home. No matter how transparent you think your classroom environment is, you should still directly speak with parents from time to time. On  **Edmodo**, much of the communication that happens are in the form of reminders about upcoming assignments and tests of students. For every post you make in a class or a group, a corresponding alert is automatically sent to the parents'  **Edmodo** accounts. However, teachers like you can be more proactive in reaching out to parents especially when there are concerns that relate to certain students in the class. You can do so very conveniently using  **Edmodo** by sending private messages to parents.

In this section, you will learn how to connect with parents personally using  **Edmodo's** direct-messaging feature. Note that sending a private message to students follows the same process. To begin, follow the step-by-step guide below:

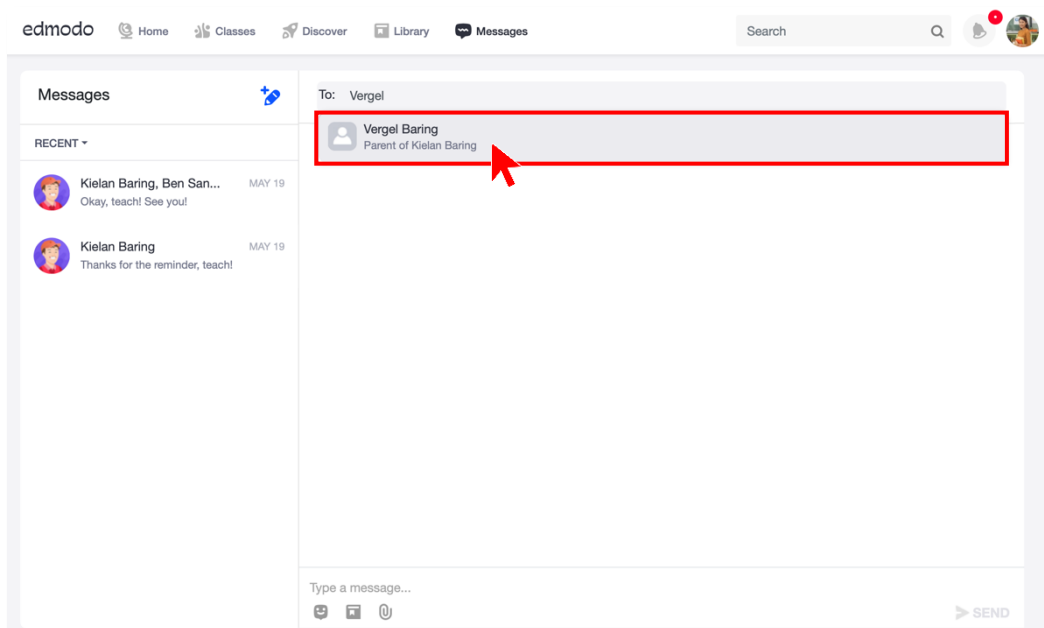
1. Open the  **Edmodo** app on your Windows device. Once you are on the startup page, click on the  **Messages** tab at the top of the page.



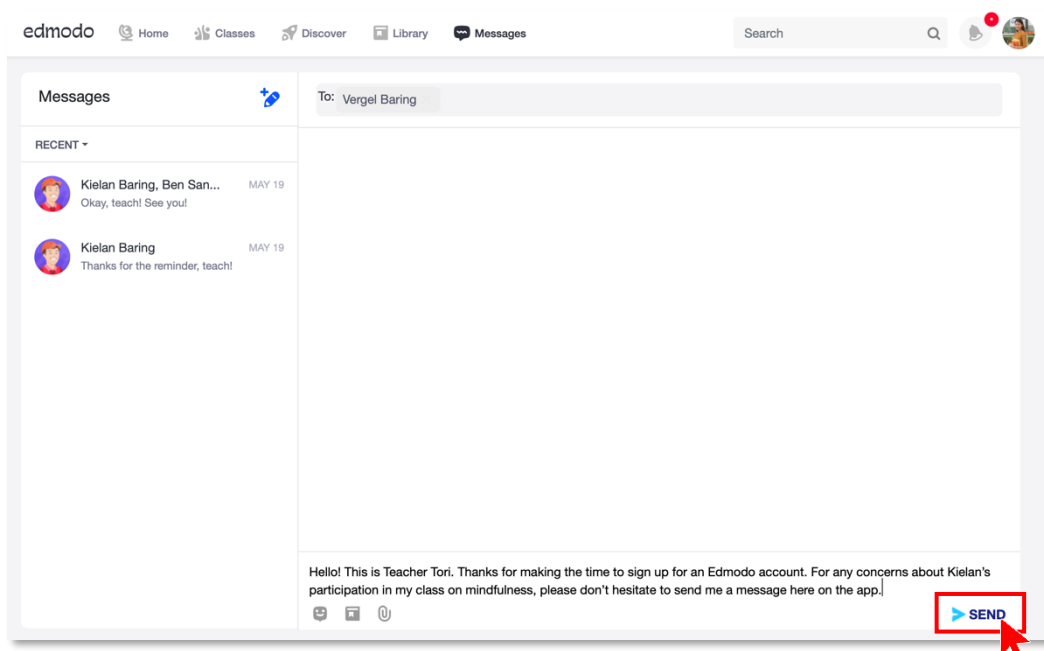
2. On the  **Messages** page, click on the **To:** field to search for and select the parent you wish to send a message to.




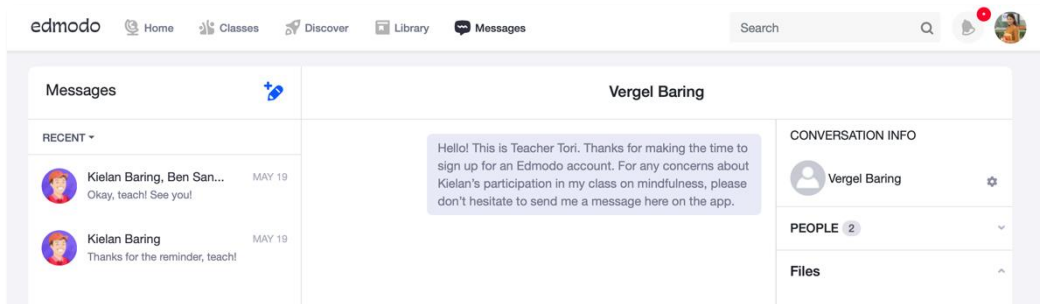
3. In the **To:** field, type the name of the user you wish to send a message to. Select the user, in this case, the parent, from the list of suggestions by tapping on the check box to the right of the person's name.





4. Type your message into the **Type a message...** field. Once done, tap **Send**.





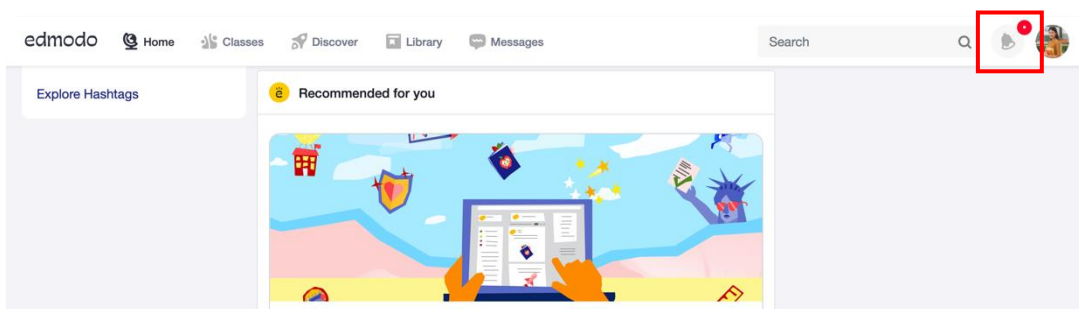
5. Congratulations! You just sent your first message to parents on  **Edmodo** using a Windows device.



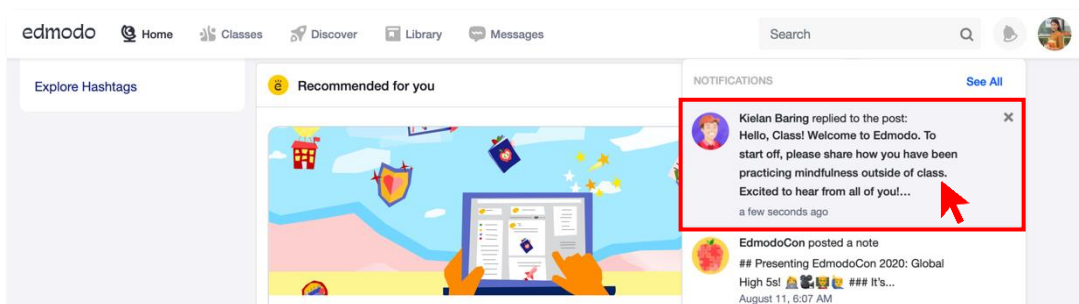
## How to Reply to a Post

When your students or other teachers post something on  **Edmodo**, the community becomes livelier and more interesting. Every time any of your students posts on  **Edmodo**, you will receive a notification. You can engage with them by replying to their posts. To learn how, follow the step-by-step guide below:

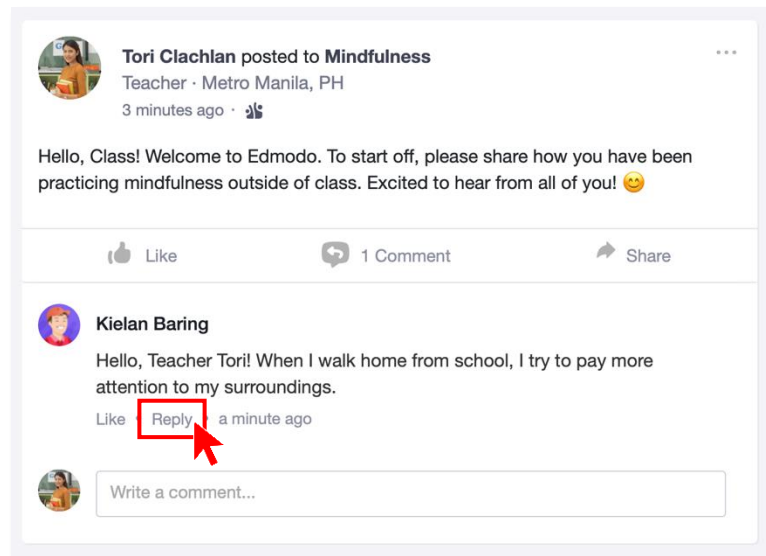
1. Open the  **Edmodo** app on your Windows device. If you have an unread notification, you should see a red dot on the  bell icon located on the upper-right corner of the page.



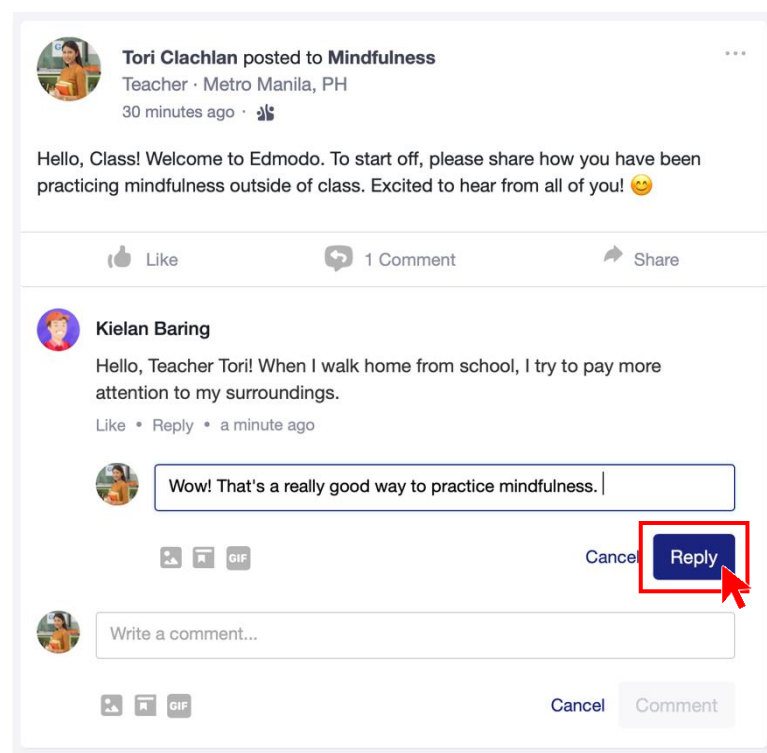
2. To see your notifications, click on the  bell icon. Click on the notification to open it.



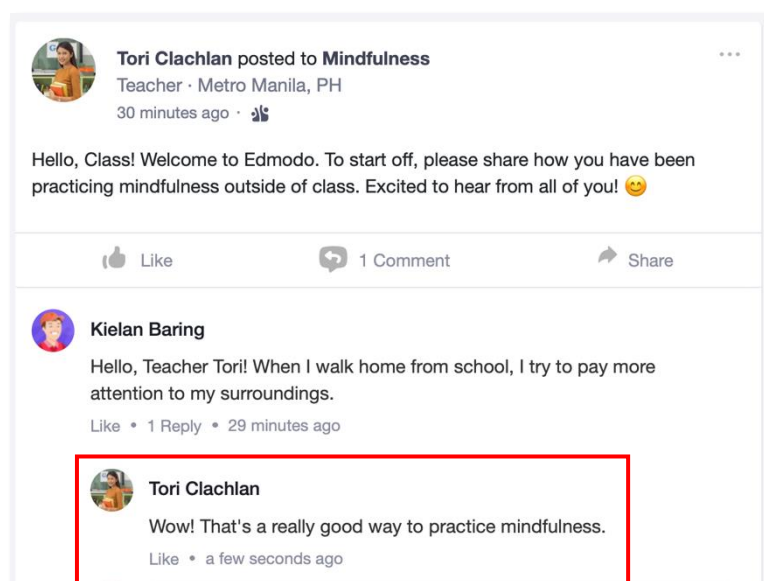
3. For topic threads, you may reply to the post itself or to specific comments on the post. To do this, type your message into the **Write a comment...** field and then click on the **Comment** button. In this example, you want to reply to a comment made by a student on your post. To do this, click on **Reply** below the comment of your student.



4. Type your message into the **Write a reply...** field. When you're done, click on the **Reply** button.



5. You should see your reply below the post you received earlier. Congratulations! You just replied to a post on 🍷 Edmodo using a Windows device.



## ***What Is Proper Edmodo Etiquette?***

Etiquette refers to a set of practices and norms followed in a wide variety of situations. Many people consider it as a branch of decorum or general social behavior. Each society has its own distinct etiquette, and various cultures within a society also have their own rules and social norms. Learning these codes of behavior can be very challenging for people who are new to a certain culture. Even old hands sometimes have a rough time. Proper etiquette is no different from proper social behavior. When using 🍷 **Edmodo**, teachers and students should likewise follow proper etiquette.

The following are some excerpts from the **My Teacher Pages** website.

- **General rules for posting messages**
  - Post a note to the whole group if your question is about something everyone in it might benefit from knowing.
  - Questions about assignment details, instructions, dates, clarifications, and others can and should be posted to the entire group.
  - Send a note to your teacher and NOT to the whole group if you want to talk about a question or a situation that not everyone can relate to.
  - Private questions about personal school-related issues or circumstances should NOT be posted to the entire group.
  - Keep conversations on topic.
  - Never post personal questions or information to the group.


- **Replying to messages:**

- Be thoughtful, detailed, clear, and encouraging when responding to requests for help from fellow students.
- If another student is asking for help or clarification, make sure you know the answer and can back it up.
- When replying to a discussion question, try to create a response that generates further discussion. Post stimulating new questions or include statements that encourage others to respond.
- Use direct links to class handouts or other credible scientific Internet sources that support your response.
- Avoid posting comments that do not display careful thought.



- **Punctuation and grammar:**

- Do not use informal texting language such as “Wer r ur teachers?” Show others that you know how to spell.
- DO NOT USE ALL CAPITAL LETTERS FOR POSTS.
- Do not end all your sentences with multiple exclamation points (!!!!!) or question marks (?????).
- Please, please, please do not repeat a word more than necessary.

- **Chat posts and threads:**

- Do not create a new chat thread if a fellow student already created one in the past 12 hours.
- Be aware that ALL posts, even chat conversations, CAN and WILL be monitored by teachers and parents.
- Never post personal questions, comments, or information on  **Edmodo**, even in chat threads.
- If you are not sure if a word, a comment, a joke, or a link is okay to post, it is probably not.

- **Respect and attitude:**

- All rules regarding respect and attitude apply to ALL interactions on  **Edmodo**.
- Refrain from posts that tease, bully, annoy, spam, or gossip about anyone.
- If you think someone posted something inappropriate, have the courage to immediately send a note to your teacher.
- Remember,  **Edmodo** is not for creating drama or spreading gossip. It is a social learning platform.



- **Keep the 🗨️ Edmodo Code of Conduct in mind and practice it:**
  - I will use 🗨️ **Edmodo** to discuss and share school-related content and questions.
  - I will use one of the avatars provided by 🗨️ **Edmodo** as profile picture or upload an appropriate image that I have legal permission to use.
  - I will use a respectful tone of voice when posting.
  - I will use appropriate grammar instead of informal/colloquial texting language.
  - I will not use my posts to promote or link to personal websites, chat rooms, or personal videos.
  - I will not use sarcasm to avoid misinterpretation.
  - I will not reveal any personal information. This includes telephone numbers, addresses, and e-mail addresses, among others.
  - I will not post photos or videos of my classmates without their permission.

Teachers like you are also expected to observe many of these rules on proper behavior online. Modelling after all is an effective way to impart lessons with children and instill good conduct in them. You can also consider following the tips below on how you can further ensure a safe and healthy learning experience online.

- **Group posts and messages**
  - Be mindful of what you post and make sure that it has some relevance for the class. Remember that any idea or content that you share will be seen by parents. The way you interact with students can have an impact on parents' perception of and relationship with you.
  - Maintain a fair and neutral learning environment by refraining from sending and posting messages that unduly favor or disapprove of select students. Communicate with students privately using the direct-messaging function of 🗨️ **Edmodo** if you have concerns to discuss with them.

- You have the option to adjust the settings to restrict student group members to only being able to read your posts (read-only) rather than being able to reply or post a reaction. This can be helpful when students are still at an early stage of forming their digital citizenship skills. This will prevent them from reacting and replying instantaneously and without forethought. (Go to class > advanced settings > moderate all posts and replies)

**Advanced Settings**

Title:  
Mindfulness

4th

Or use [Range](#)

Select Subject: Health and PE      Select Course: Health Education

This will be primarily used with  
☐ Teachers (Group)   ☒ Students (Class)

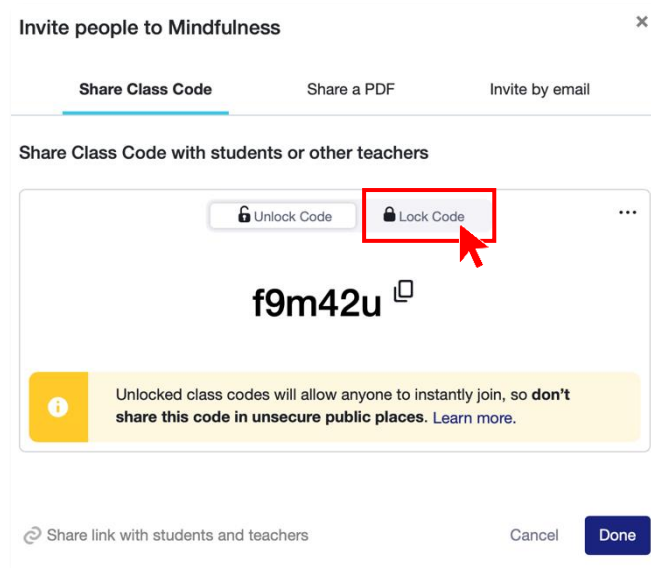
☒ Default all new members to read-only  
☐ Hide my Posts from Parents  
☐ Moderate all Posts and Replies

Description  
Emotions and Empathy. What are they?

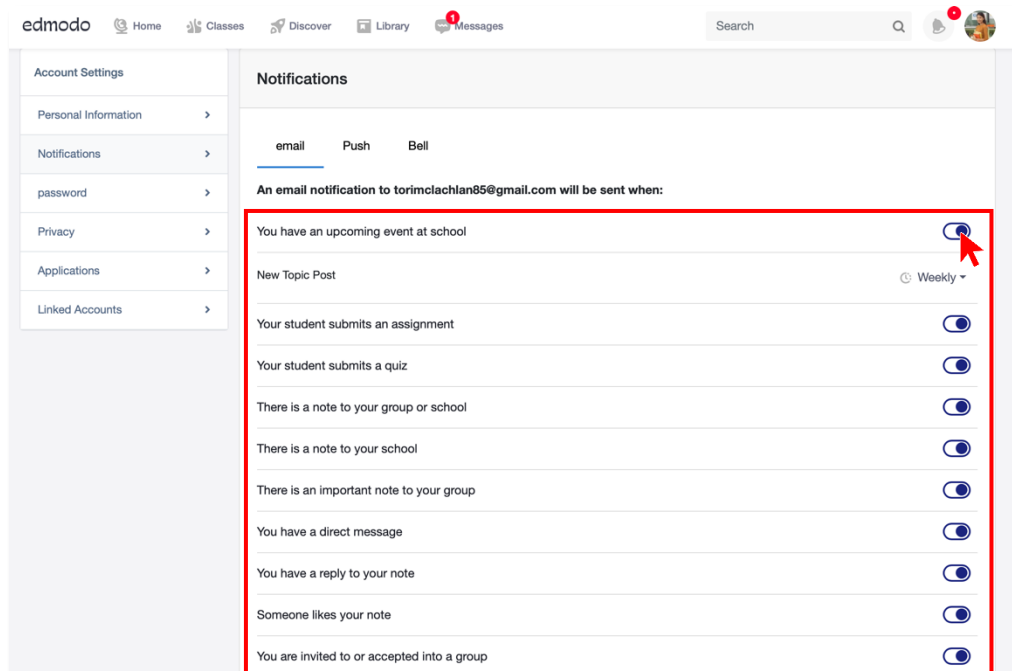
[Copy Class](#)   [Archive](#)   [Delete](#)   [Save Settings](#)

- Fact check critical information in the articles you share with the group and always cite your sources.
- Thoroughly assess the quality, relevance, and appropriateness of online learning materials that you pass onto your students.
- Respect your students' personal time. Avoid posting in groups or directly messaging students late in the evening unless it is about something urgent and requires immediate action. Discuss with students what time is most appropriate for posting and messaging after school hours and during weekends.
- **Safety and security**
  - Do not share or post group codes publicly. Doing so will allow unwanted individuals to join the group.

- Lock group codes once all students have joined. You can always unlock the code to allow new members to join. (Go to class > class code > lock code)



- Make sure your notifications alert is on to get updates on group activities. You can select which activities you prefer to be notified about. This will help you to moderate student interactions and quickly respond to any untoward events. (Go to account settings > notifications)



- Turn on post moderation to enable the feature that lets you check on and approve all posts by students first before being published in a group. (Go to class > advanced settings > moderate all posts and replies)

**Advanced Settings**

Title: Mindfulness

4th

Or use Range

Select Subject: Health and PE

Select Course: Health Education

This will be primarily used with

☐ Teachers (Group) ☒ Students (Class)

☐ Default all new members to read-only

☐ Hide my Posts from Parents

☒ Moderate all Posts and Replies

Description: Emotions and Empathy. What are they?

Copy Class Archive Delete Save Settings

- Protect yourself from potential harassment or bullying by students. Do so by setting expectations with students on how to communicate their opinions properly and courteously through the platform or any social media site. Also, engage parents in the discussion should you find yourself in an uncomfortable or distressing situation with a student.



## Web Resources

Scan or click on the QR codes to access the linked resources



### e-Book



*e-Citizenship: An e-Book for Teachers about Cyber Wellness and Digital Citizenship*  
[www.seameo-innotech.org/mt4t](http://www.seameo-innotech.org/mt4t)







# Chapter 3: Intermediate Users

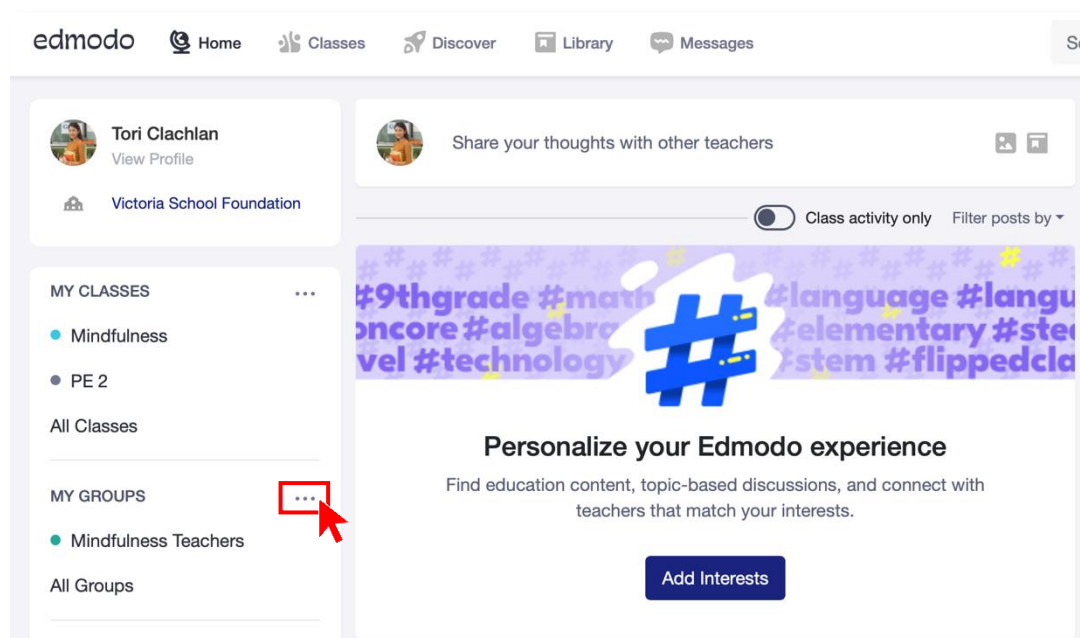
Intermediate users refer to those who are already familiar with  Edmodo's basic features but have yet to learn more complicated tasks beyond posting messages and customizing their personal accounts. In this section, you will learn to add co-teachers to groups, archive and delete groups, use, and manage **Library**, adding links to resources, and transferring files stored in cloud storage to  Edmodo.

## How to Create a Group for Teacher Collaboration

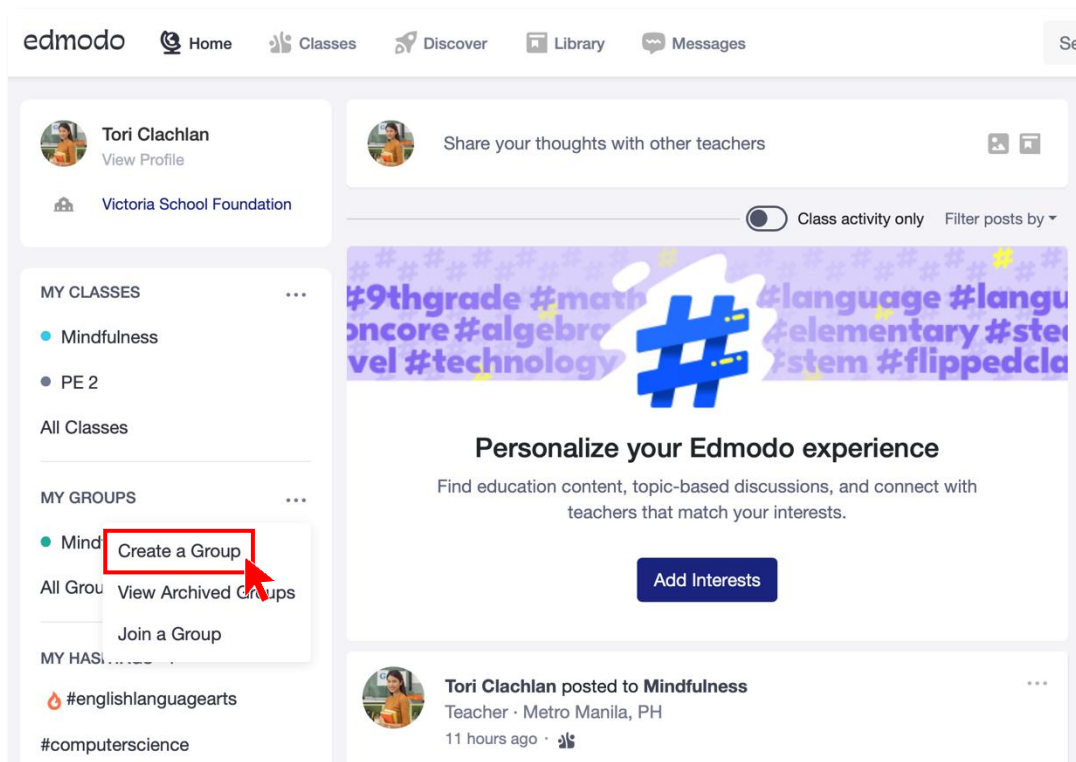
Many individuals and groups in the education community speak about the importance of collaboration among teachers. Collaboration benefits teachers involved because it can boost their creativity, help them understand student data, combat teacher isolation, and increase their morale (Davis, 2019). It can also facilitate school-wide approaches to improving learning outcomes and promote a sense of shared responsibility for students' learning.

Groups on  Edmodo is one venue where teachers can connect in and out of school in a convenient and inexpensive manner. The virtual space made available by  Edmodo allows teachers to share resources, discuss ideas, and collaborate whenever and wherever they are. To create your first teacher group on the  Edmodo Windows app, just follow the steps described below.

1. Open the  Edmodo app on your Windows device. Click on **...** button on the **MY GROUPS** side tab on the right portion of the page.




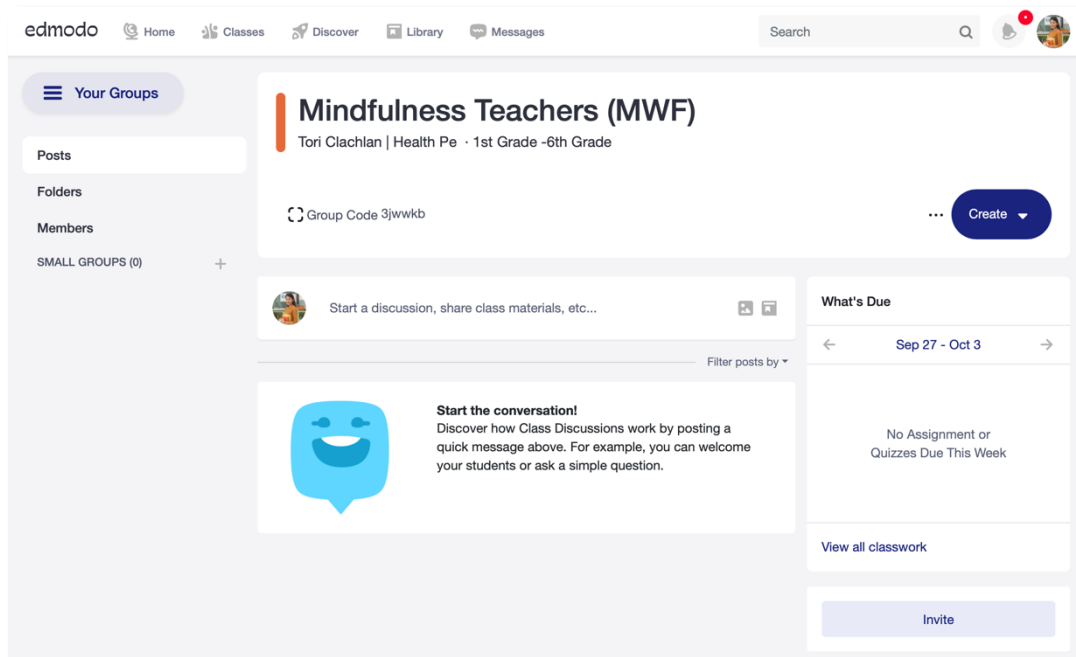
2. On the drop-down menu, click on the **Create a Group** button to start a new group with your colleagues.



3. In the **Create a Group** window, enter the details of the group which includes its name, subject area, and grade level(s). For the grade level(s), select a grade or drag the buttons along the slider to select a range of levels for which you are creating the group. Check once again whether the details are correct. Once completed, click on **Create** at the lower-right corner of the window.



A screenshot of the 'Create a Group' modal window. The title is 'Create a Group' with a close button (X) in the top right. The form contains the following fields: a text input for the group name 'Mindfulness Teachers (MWF)', a text area for the description 'Describe your class - Max. 260 characters', a grade level slider with '1st Grade' and '6th Grade' markers, and a dropdown menu for the subject area currently set to 'Health and PE'. Below the subject area is another dropdown menu set to 'Health Education', and a third dropdown menu set to 'Private to Members'. There is a 'Change Color' button with a color swatch. At the bottom right, there are 'Cancel' and 'Create' buttons, with the 'Create' button highlighted by a red box and a red arrow pointing to it.


4. Congratulations! You have created your first teachers' group on  **Edmodo**. You may now start collaborating and learning with other teachers through the platform.

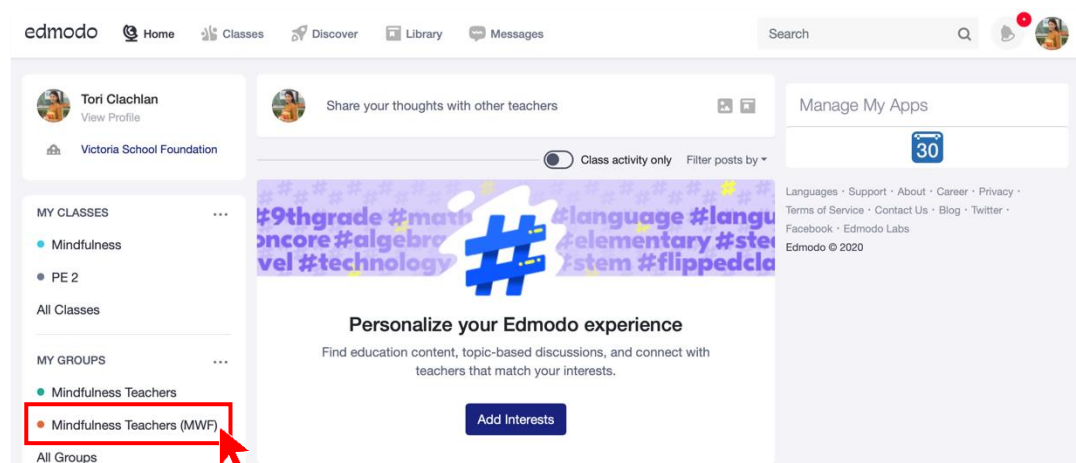


## How to Invite a Co-Teacher to a Group

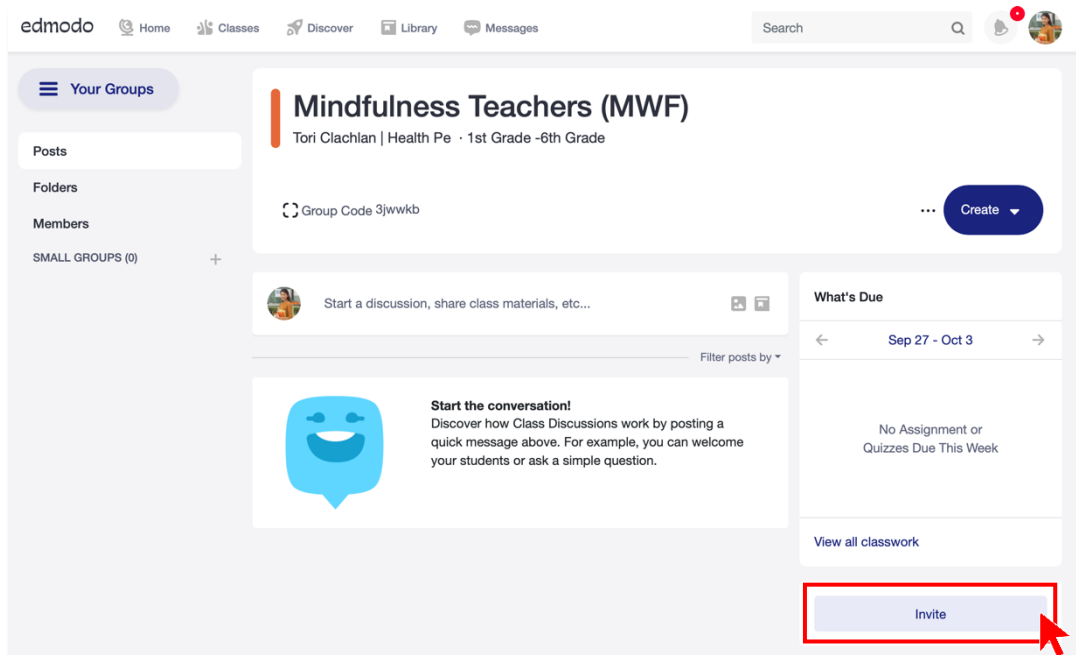
A co-teacher is one who works with another teacher to handle the same class. Co-teachers plan, organize, and deliver lessons, as well as assess the same class at the same time. They are partners in educating the same set of students. They share the same goal—to teach their students well.


 **Edmodo** makes it easy for co-teachers to plan and incorporate their strategies together whether inside or outside the class. To invite a co-teacher to your group using the  **Edmodo** application, follow the step-by-step guide below.

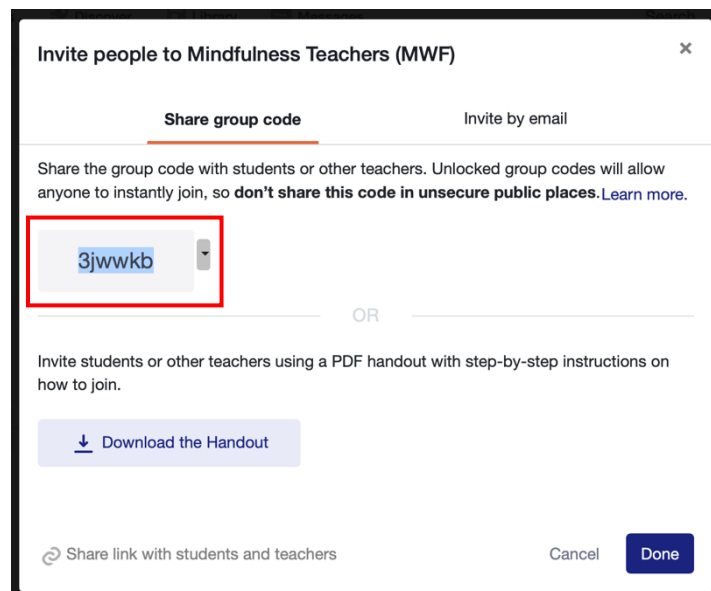
1. Open the  **Edmodo** app on your Windows device. On the **MY GROUPS** side tab, click on the group to which you intend to invite a co-teacher.





2. Click on the **Invite** button on the lower-right side of the page.

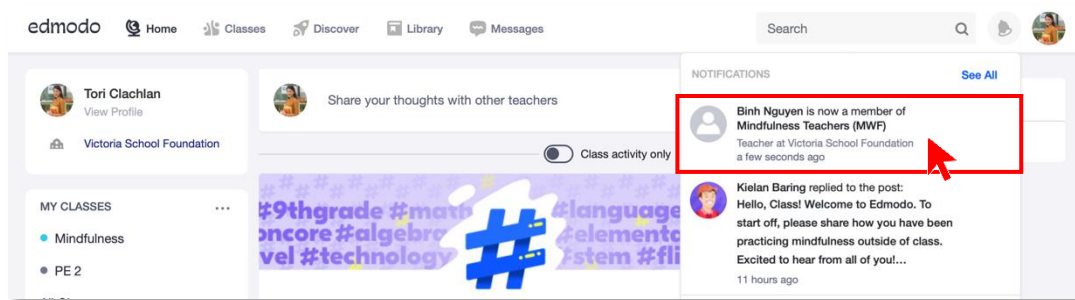



3. Inviting teachers to your group can be done by sharing the group code or inviting by email. In this example, you will be sharing the group code with your colleague(s). Copy the group code. Share the code with your co-teacher(s) via the in-app messaging feature of  **Edmodo** or through other means of electronic messaging.

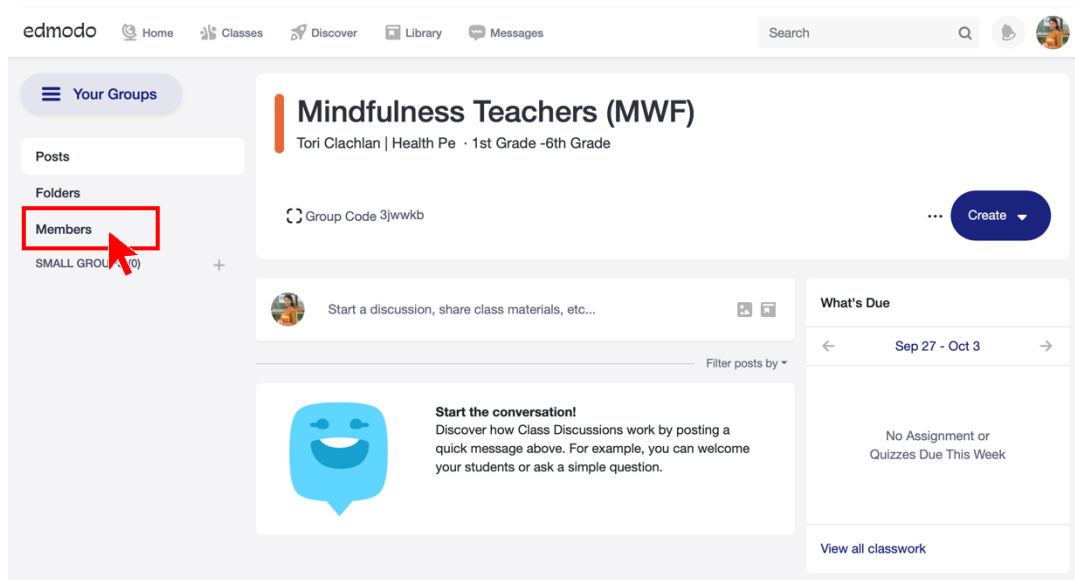




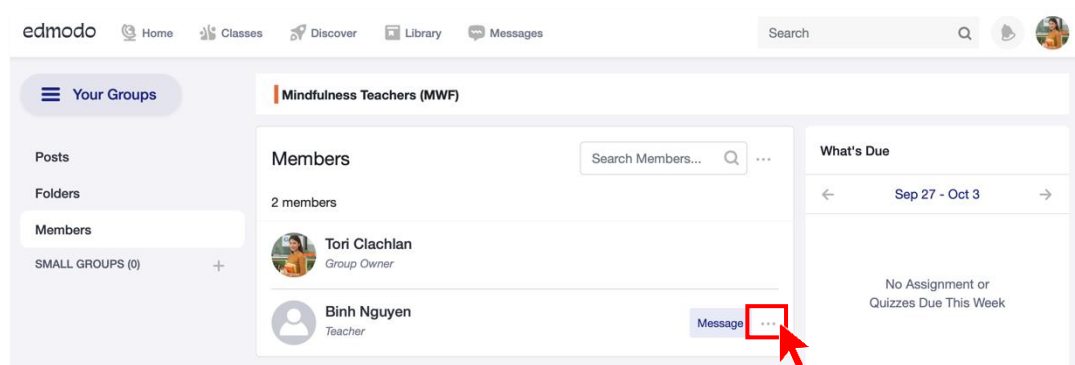
4. You will receive a notification every time a co-teacher has successfully joined your  **Edmodo** group. Click  the bell icon on the upper-right corner of the page to see your notifications. Click on the notification to open it.



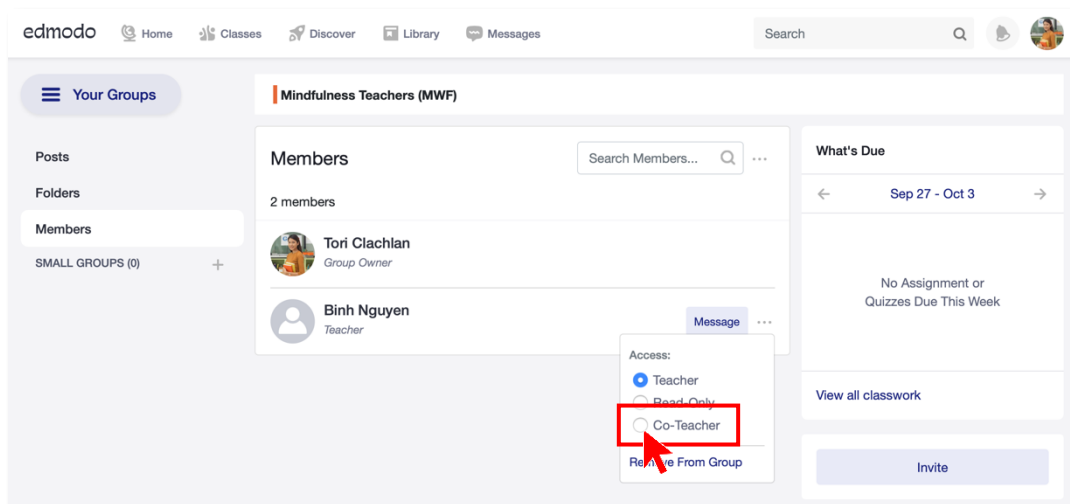
5. To change the access role of a member from the default (teacher), go to your  **Edmodo** group (steps 1-2) first. On the group's page, tap on **Members** to see the list of people in your group.



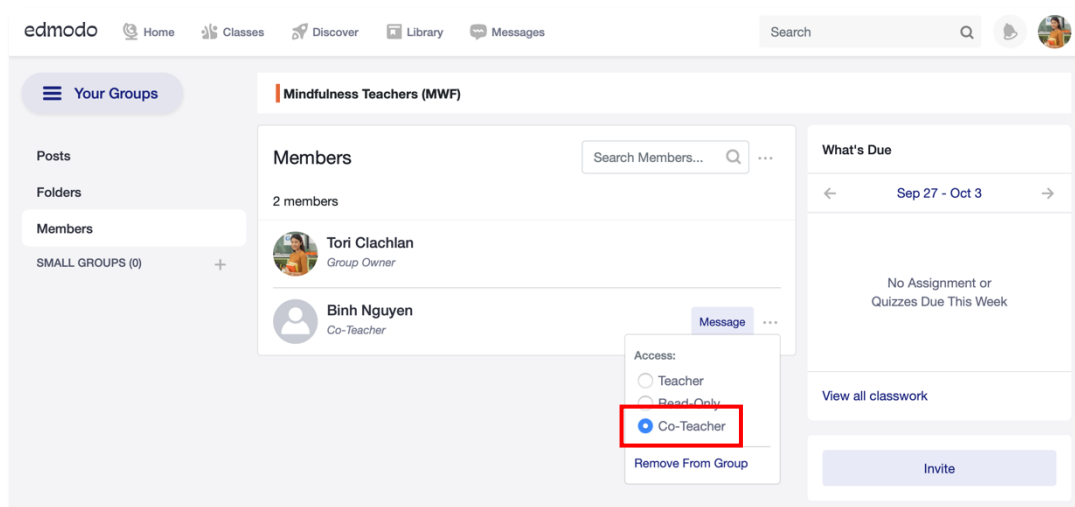
6. On the page displaying the details of the member, click on **...** to the right of the name of the member whose access role you wish to change.




7. A list of options will then come up on the screen. To change the member's access role, just click on one of the options from the list.




8. Congratulations! You have just added a co-teacher to a group and changed a co-teacher's access role.

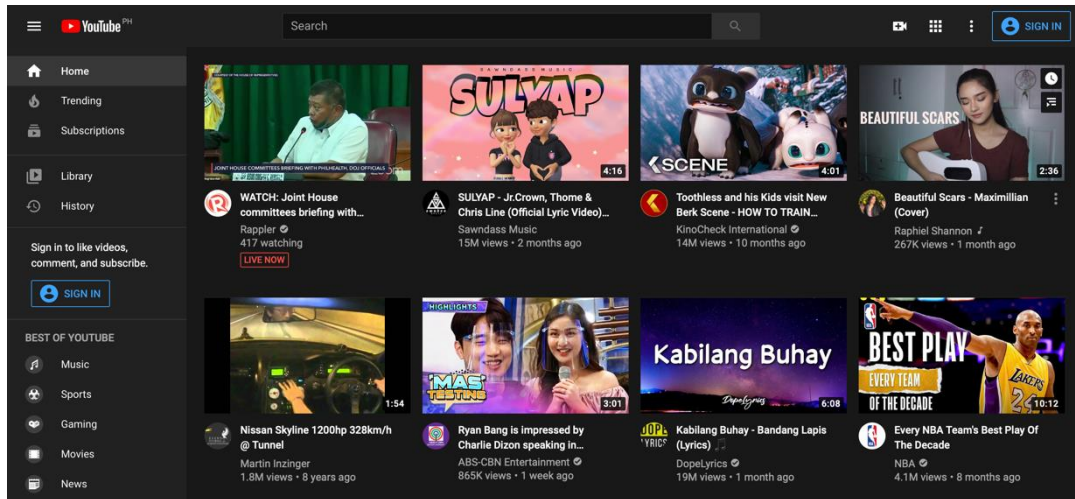



## ***What Edmodo Library Is and How to Use It as a Teaching Resource***

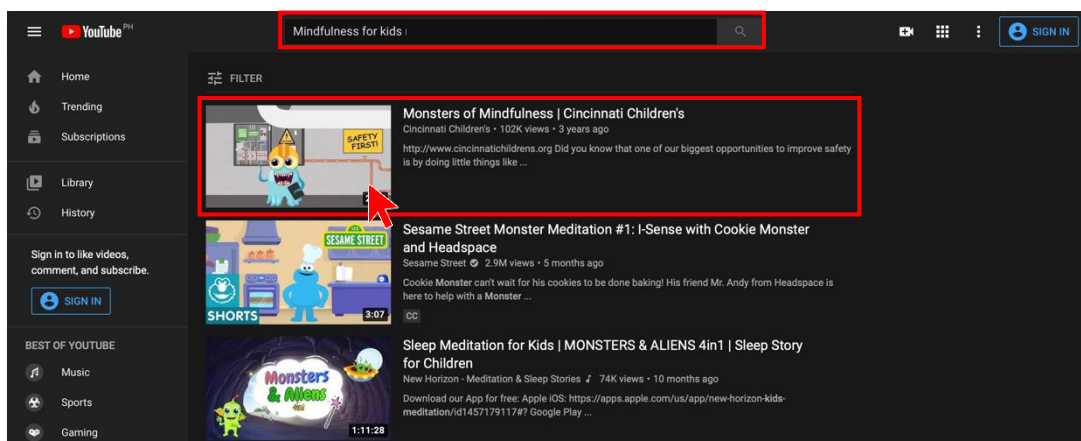
 **Edmodo Library** is a place on the platform where you can collect resources for use in your classroom. These resources can be files (of any format), links to websites, videos, photos, and others. **Library** lets you make the process of sharing content easier, especially if it is something you can use to across groups. You only need to upload a file once, but you will be able to share it over and over from any device.

**Library** can store links to websites. A link can be a Uniform Resource Locator (URL)—the Internet address where a video, a photo, or an article can be found. If you are discussing the solar system, for instance, and want to immerse your students in a rich multimedia presentation about it, you can use  **YouTube** to show a video. You can store the video's link in the **Library**. You can then ask your students to watch the video as homework. To add a link to a resource to the **Library**, follow the step-by-step guide below.

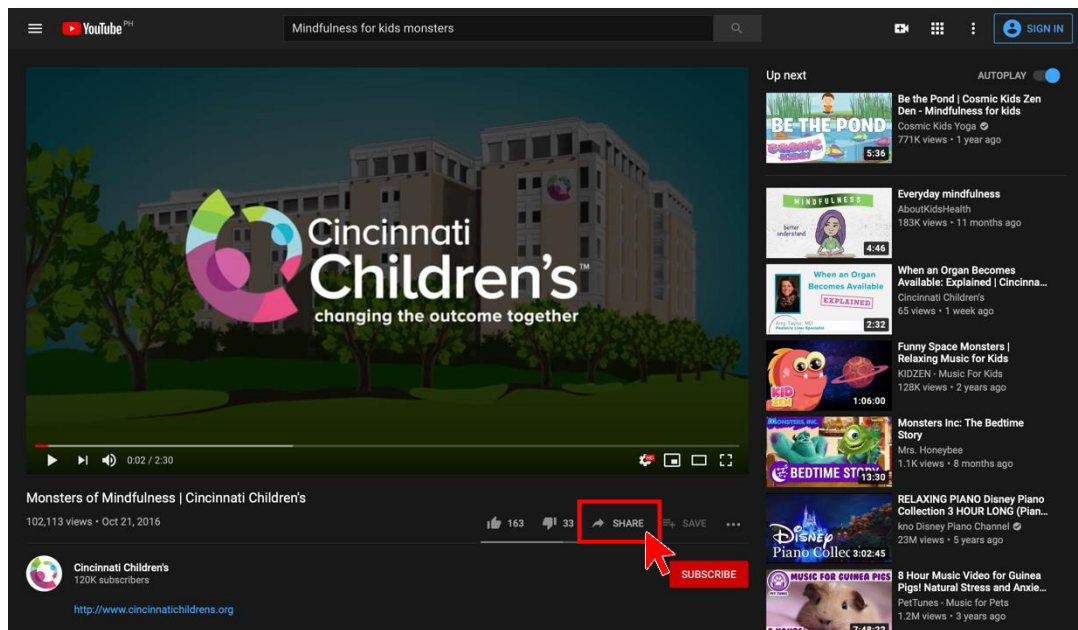
1. Go to the  **YouTube** website at [www.youtube.com](http://www.youtube.com), and look up relevant videos to share with your students.



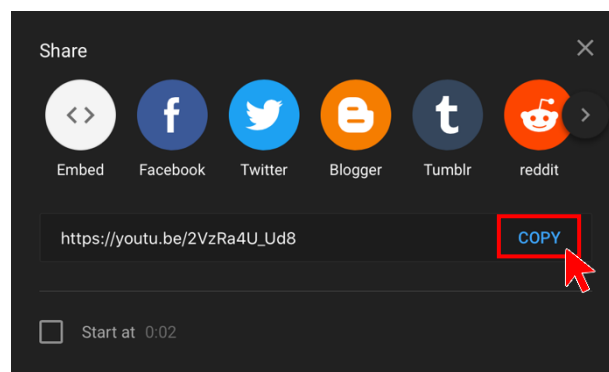
2. Type some key words (in this case, “mindfulness for children”) into the **Search** field, then click on  found on the right side of the text field. This should show all videos related to your search term. Click on the video that you find interesting.





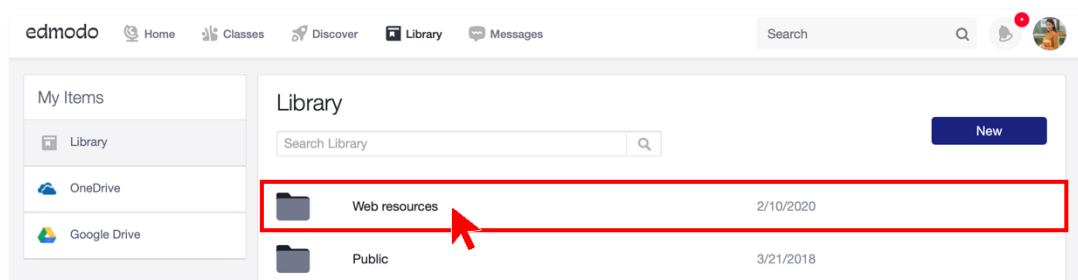
3. Click on the ➔ **Share** button below the video to reveal and copy its URL.



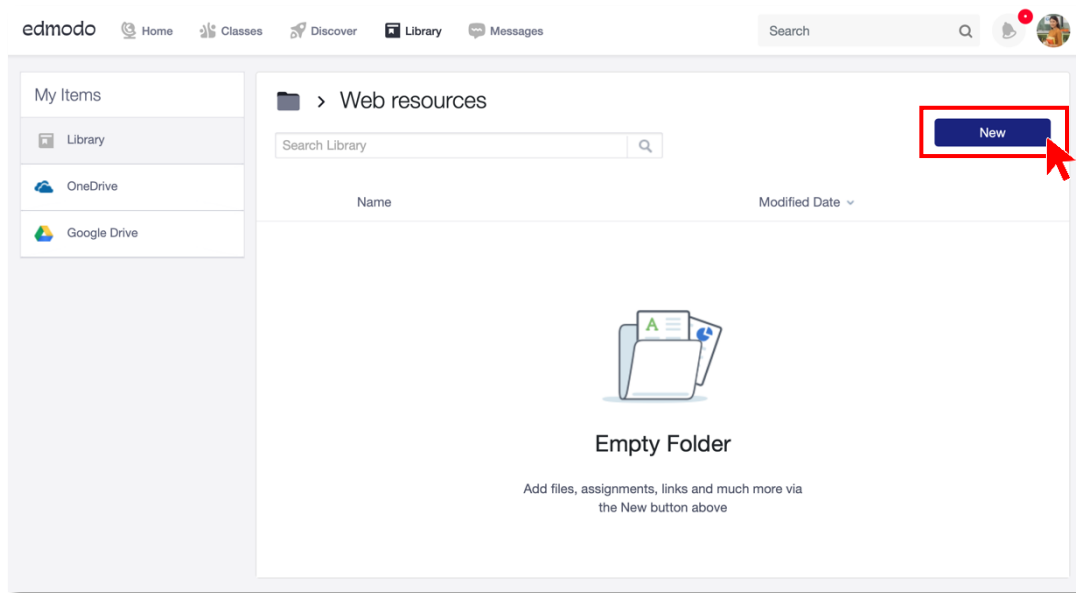
4. On the **Share** window, click on the **COPY** button to copy the URL to your clipboard.



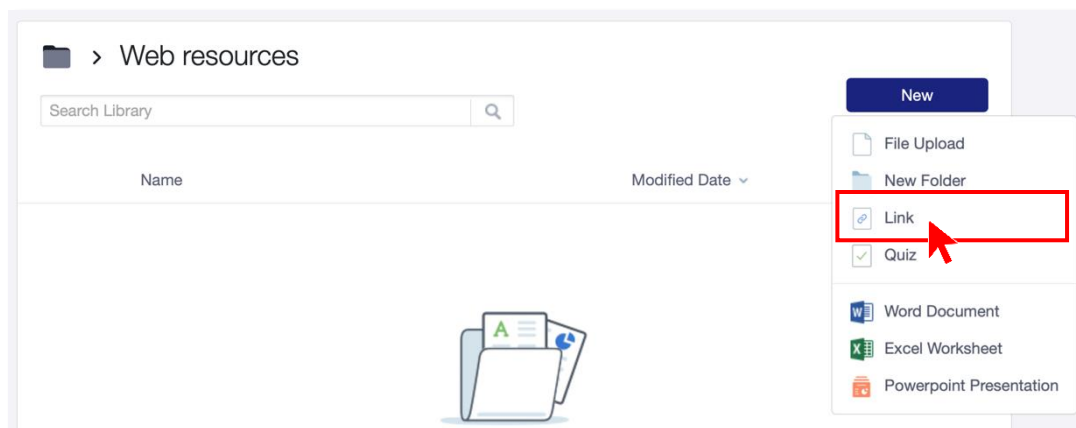
5. Go to the  **Edmodo** app on your Windows device. Click on the  **Library** tab at the top of the page. Click on the folder in which you want to save the link.



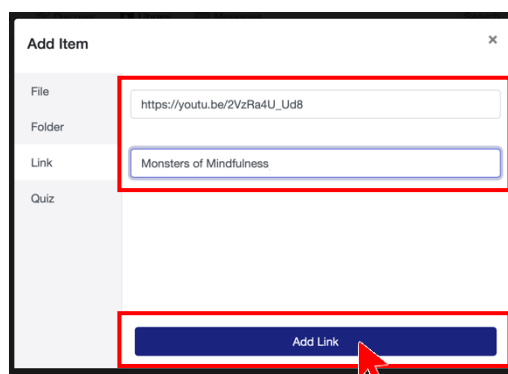
6. Click on the **New** button on the right side of the page to reveal the options.




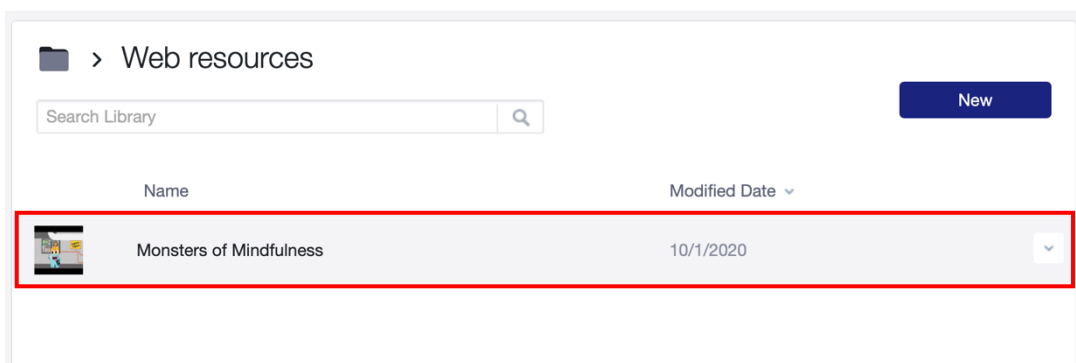
7. On the drop-down menu, click on **Link** to add the URL to the folder.




8. Paste the link into the **http:// or <embed>** field and add a title by typing it into the **Title** field. Once done, click on the **Add Link** button.




9. Congratulations! You now know how to add a link to the  **Library** using a Windows device.

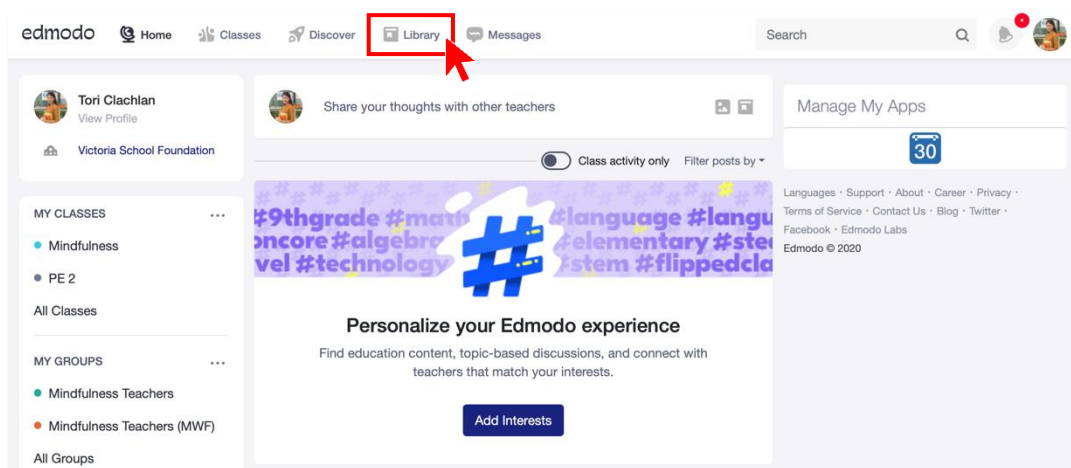


## How to Upload a File to the Edmodo Library

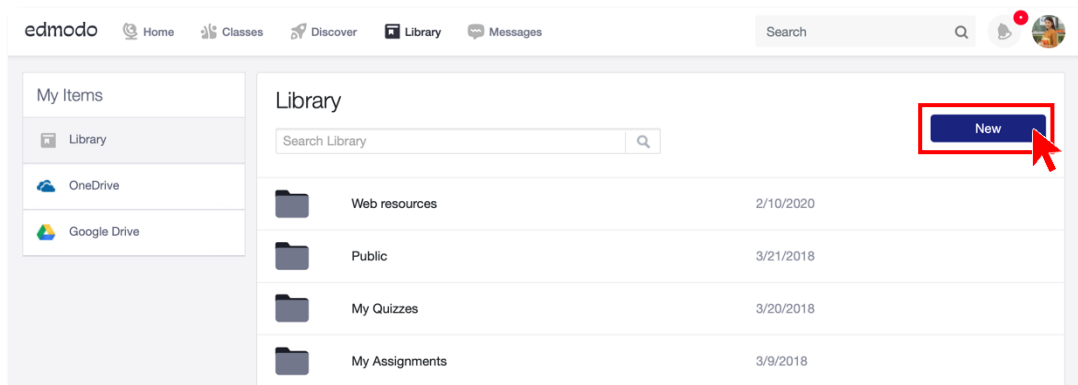
One of the  **Edmodo Library** features lets you upload files to it such as Portable Document Format (PDF) files, pictures, video clips, documents, and audio files. These files may be stored on your PC, mobile device, external storage, or third-party apps. Examples of third-party apps that store files include OneDrive, Dropbox, and Google Drive. These are commonly known as “cloud storage.” Storing files on such a storage means they are stored in a central database that is controlled and maintained in a third party’s file-storage facility. You can access your files stored in the cloud using any device.

You can also download files using third-party apps to any device. Note, however, that doing so onto your device will take up a lot of storage. Since devices have limited storage, download only files you will use. To upload a file to the  **Library**, follow the step-by-step guide below.

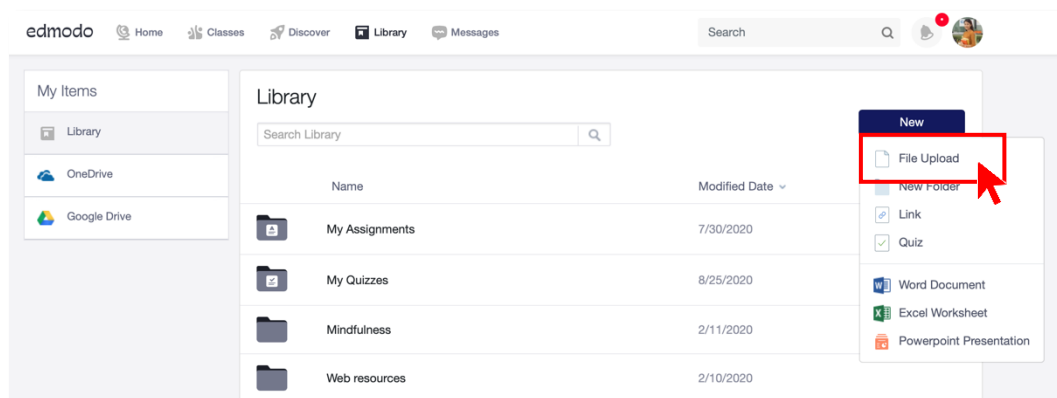
1. Open the  **Edmodo** app on your device. Click on the  **Library** tab at the top of the page.



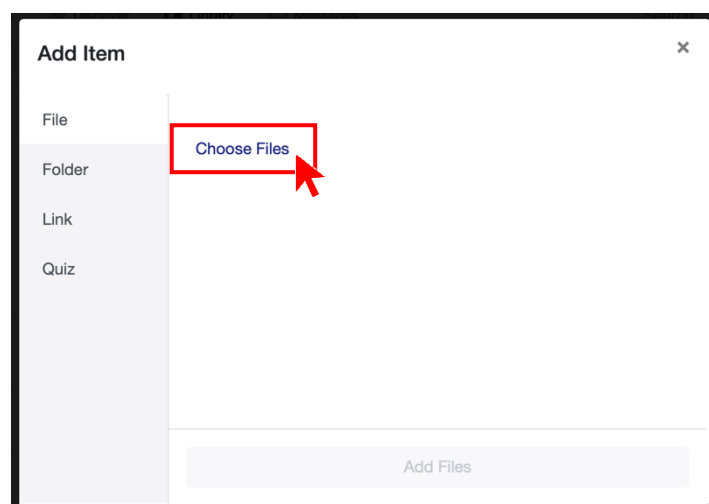
2. On the **Library** page, tap on the folder to where you want to upload the audio or video file from your Windows device. Otherwise, proceed directly to the next step by clicking on the **New** button on the upper-right side of the page.



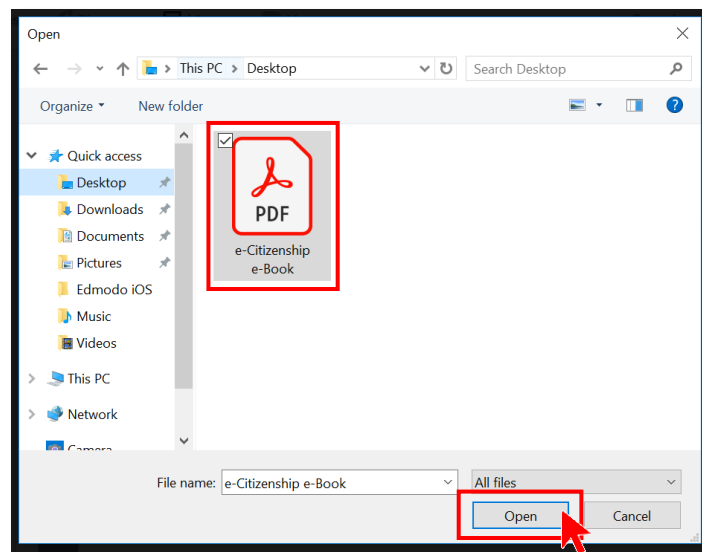
3. A list of options will come up on the screen. From the list, tap on **File Upload**.



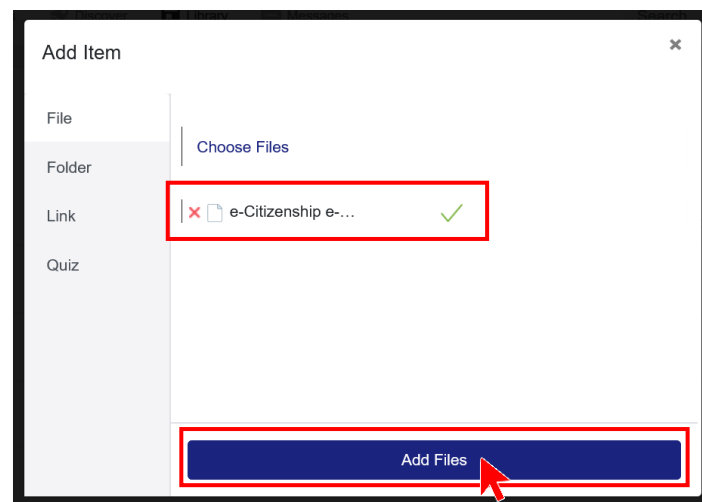
4. On the **Add Item** window, click on **Choose Files** to browse your files.



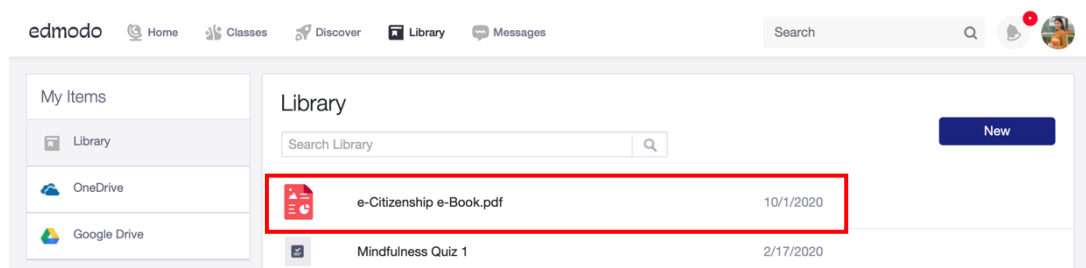
5. Locate the file that you want to upload from your Windows device. Select the file and click on the **Open** button at the bottom of the window.



6. Wait for the upload to finish, and then click on the **Add Files** button.



7. Congratulations! You now know how to add a file to the **Library** using a Windows device.





## How to Add a File Stored in the Cloud to the Library

Cloud storage refers to an Internet-based storage. That means your files are stored in a central database controlled and maintained not on your device but on a third-party or service provider's file-storage facilities. You can access these via any device though.

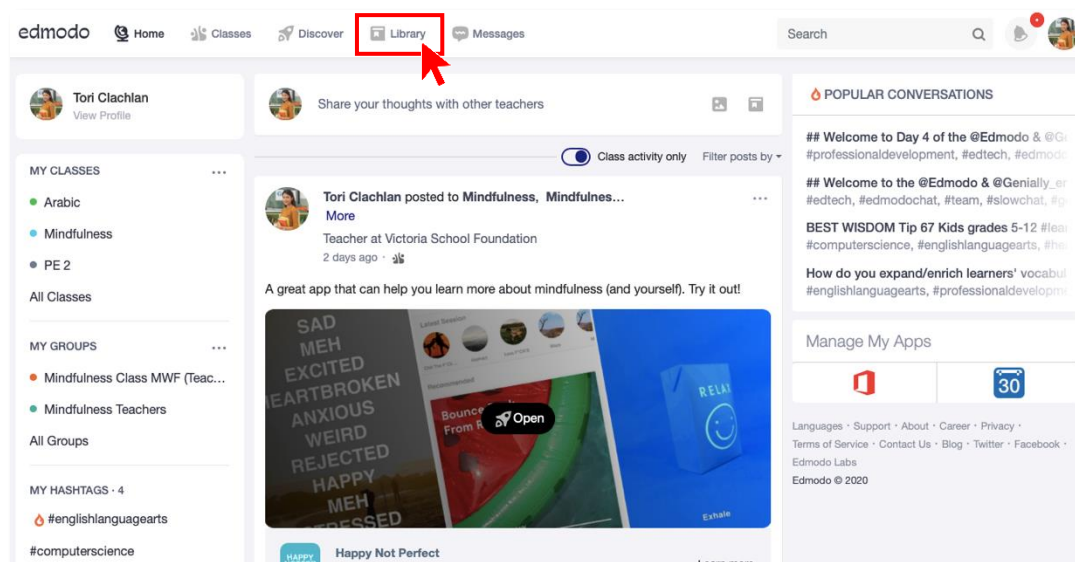
For some, finding enough storage space to hold all the data they own is a real challenge. Some people invest in large hard drives. Others prefer external storage devices such as thumb drives or compact discs (CDs). Computer owners worry about deleting entire folders' worth of old files to make space for new ones and so choose to rely on using cloud storage.

Storing files in the cloud has several advantages over using traditional data storage. If you store data in the cloud, you can access it from any location or using any device that can connect to the Internet. You can access it using a smartphone, a tablet, or a personal computer (PC). You do not need to carry around a physical storage device to retrieve a file or worry about getting confused over different versions stored in various devices.

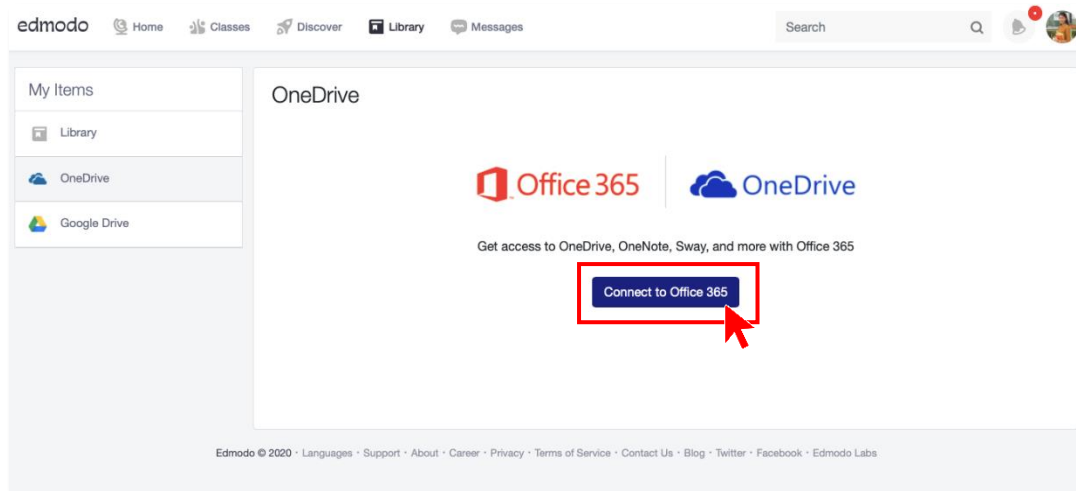
Two of the most popular cloud storage apps are supported by 🧑🏫 Edmodo. These are **OneDrive** and **Google Drive** (discussed in more detail in the MT4T e-book on [\*Uses and Functionalities of Mobile Devices\*](#)). What this means is that you can link your personal cloud storage from **OneDrive** or **Google Drive** with 📁 **Library**. Doing so will enable you to access your files from the third-party cloud storage providers without having to leave 🧑🏫 Edmodo.

To link a cloud storage account to the 📁 **Library**, you may use the app or desktop web version of the platform. Simply follow the steps detailed below, which are essentially the same for either version.

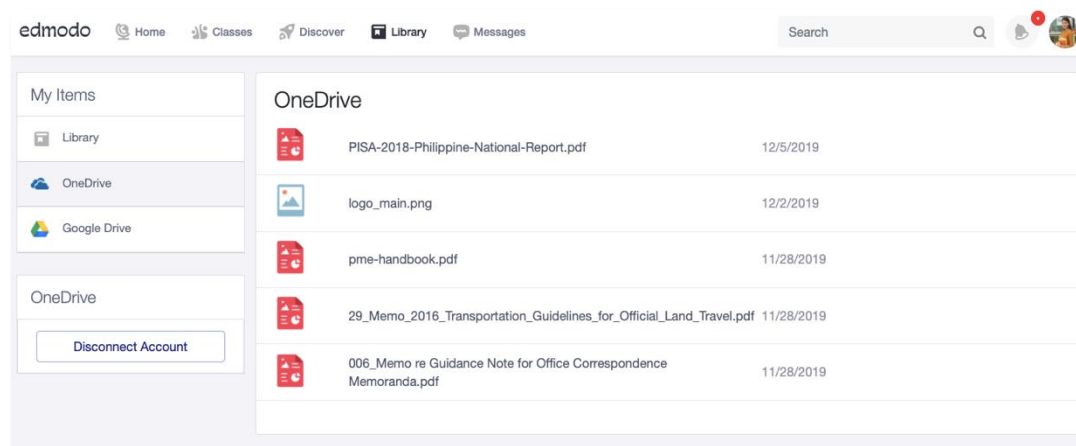
1. Log in to your 🧑🏫 **Edmodo** account, then click on 📁 **Library** in the toolbar on top of the page.



2. On the **My Items** side bar, click on the cloud storage application in which you have an account. Next, click on the **Connect to [cloud storage]** button. You will then be asked to enter your login credentials and grant permission to 🍎 Edmodo to link your account. Just follow the on-screen instructions to proceed.




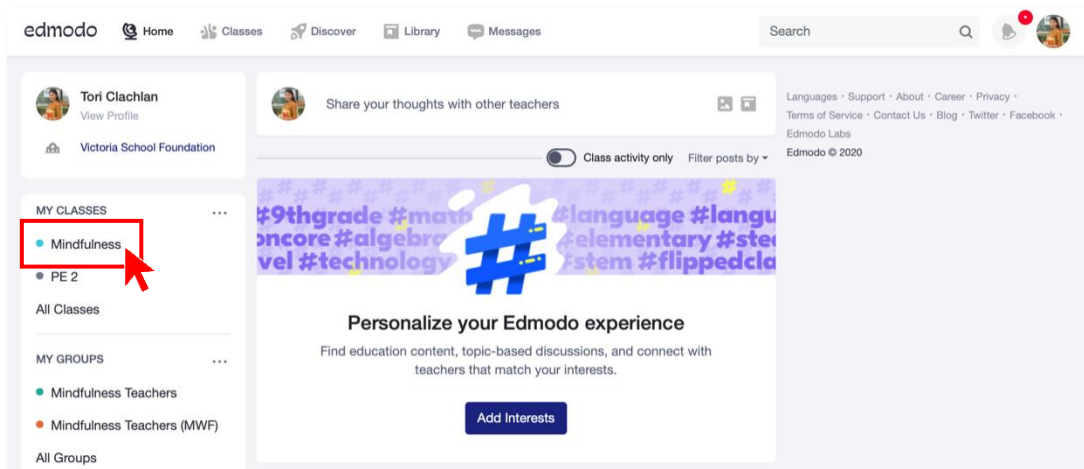
3. Congratulations! You have now linked your cloud storage account with 🍎 Edmodo.




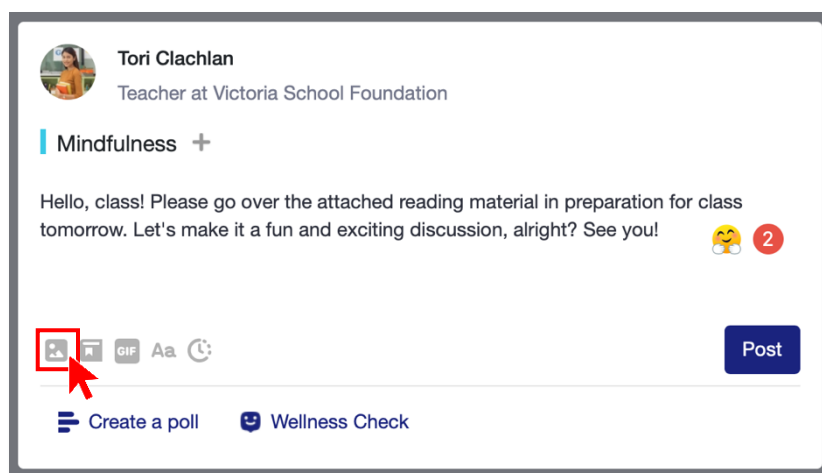
## ***How to Attach a File to a Note***

As previously mentioned, a note is a type of post that you can create on 🍎 Edmodo. Posting a note to a group page is the easiest way to get a discussion going in a virtual classroom. Attaching files to or embedding website links to a note lets you easily and directly share resources such as lesson notes or blended learning videos to all the members of a group at once. To attach a file to a note, follow the step-by-step guide below.

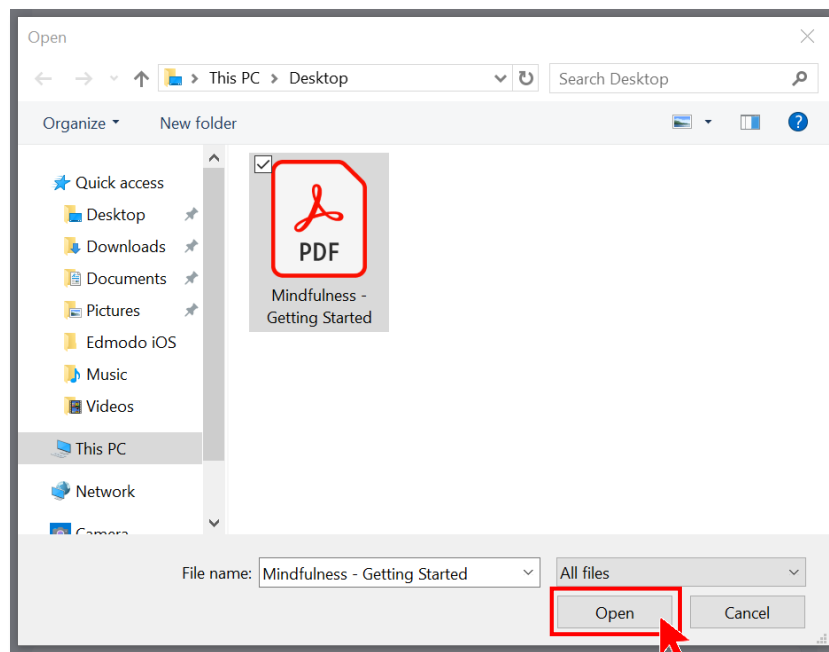
1. Open the  **Edmodo** app on your Windows device. On the **MY CLASSES** side bar, click on the class in which you intend to make a post.



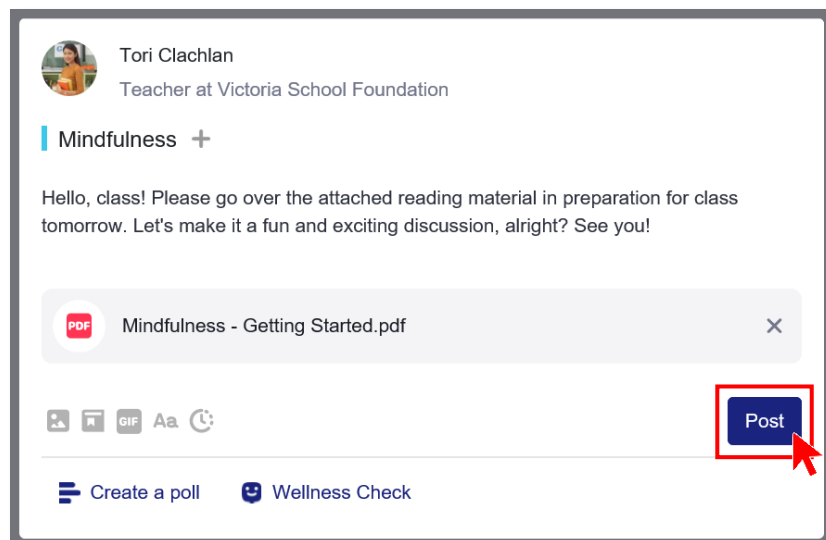
2. Type your message into the **Start a discussion, share class materials, etc...** field. Once done, click on the image icon  below the text field.



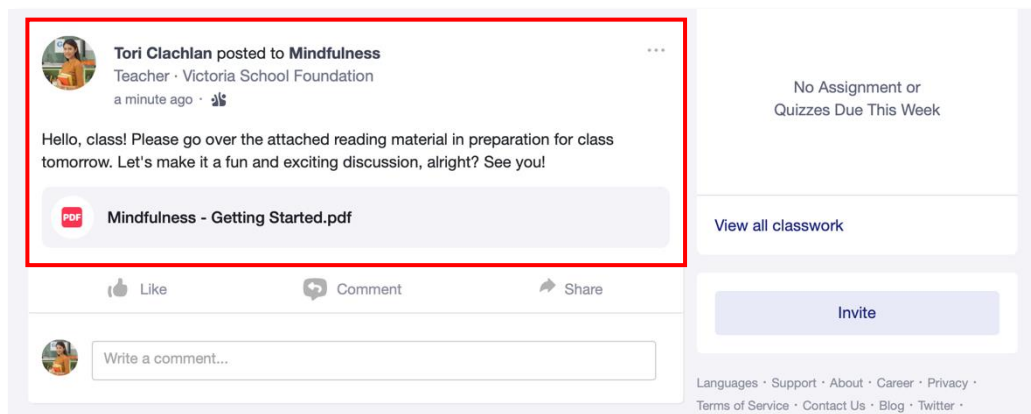
3. Locate the file you want to attach from your device's file storage. Select the file, and then click on the **Open** button at the bottom of the window.



4. Wait for the file upload to finish. While waiting, you may want to check on your message once more. When the upload is done, you should see a banner showing the attached file below the message of your post. Click on the **Post** button to send the message and the file.



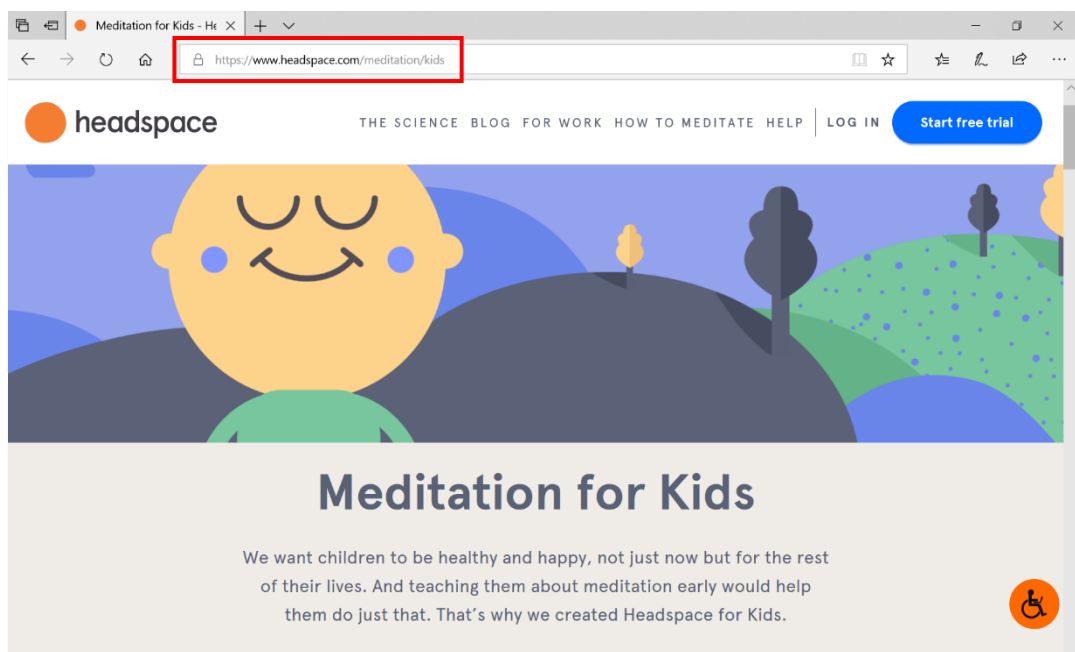
5. Congratulations! You now know how to send a note with a file attachment using a Windows device.




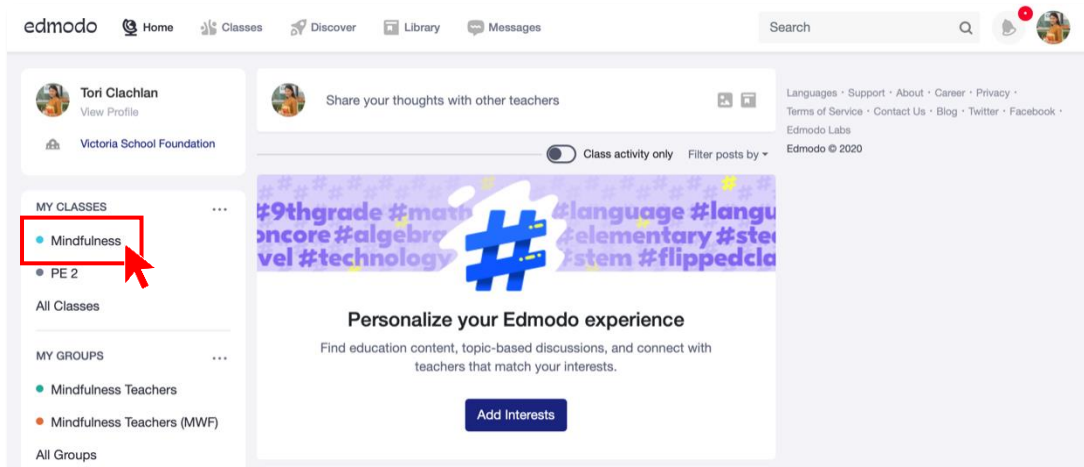
## How to Embed a Link into a Note

Apart from attaching files and/or photos to a note, you can also embed a link in it. When a recipient taps the link, he or she will be redirected to the website. Embedding a link in a post is a valuable sharing method. If you are, for instance, surfing the Internet and you happen to see an interesting website or video related to a lesson you are taking up in class, it is so easy to post a note with that link to your group page. To embed a link in a note, follow the step-by-step guide below.

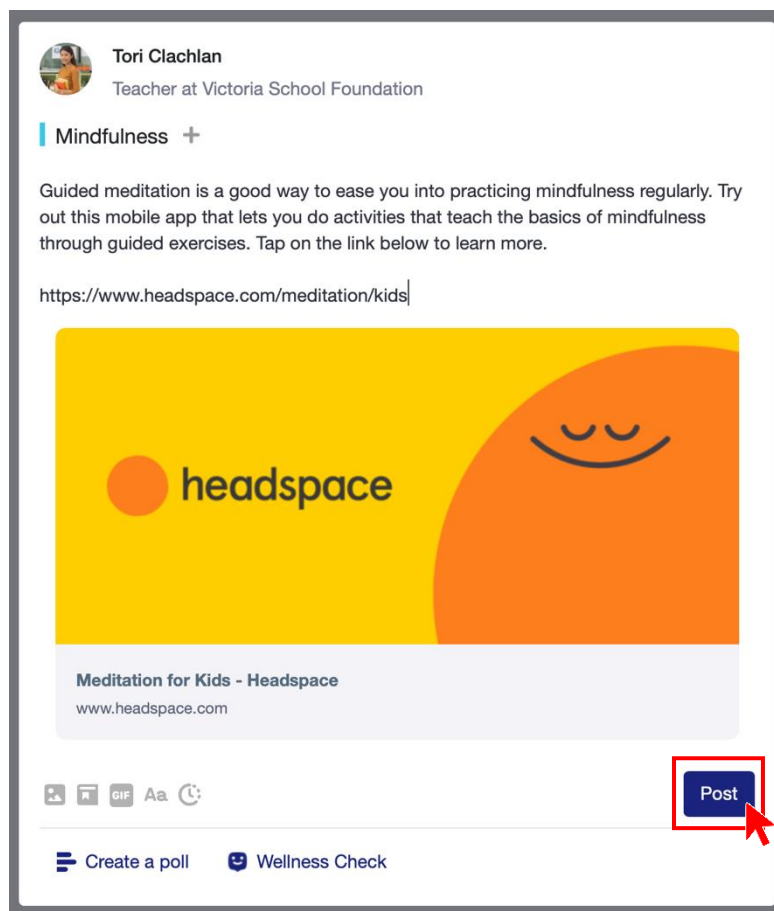
1. Copy the link of the web resource from your Windows device's web browser.



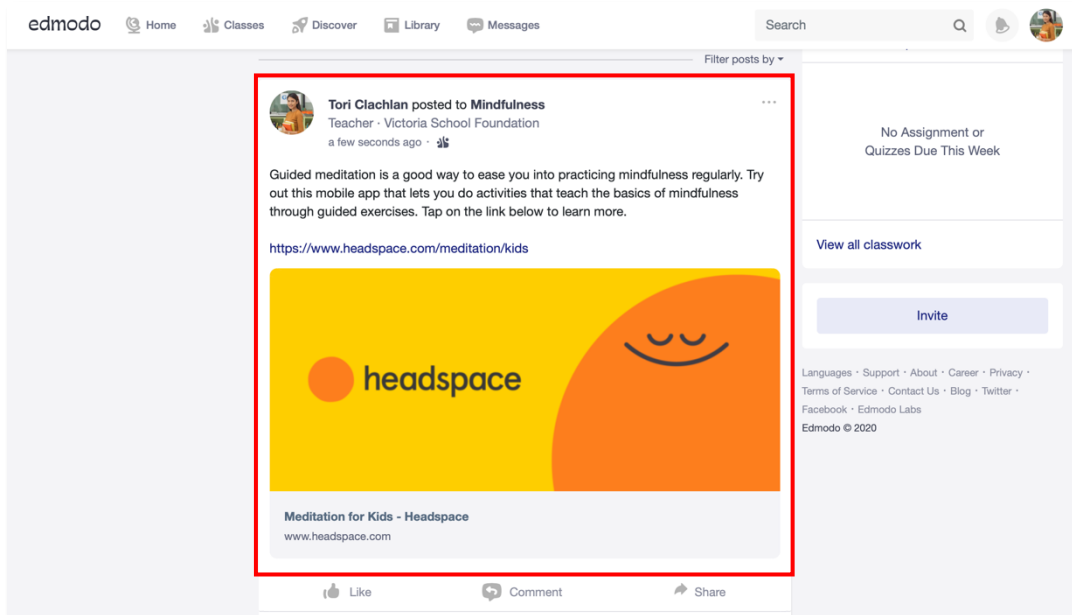
2. Open the  **Edmodo** app on your Windows device to start composing a note. On the **MY CLASSES** side bar, click on the class in which you intend to make a post.



3. Type your message into the **Start a discussion, share class materials, etc...** field, and then paste the link to the web resource. A preview of the website will automatically be shown below the message. Click on **Post** below the web preview to send the message.




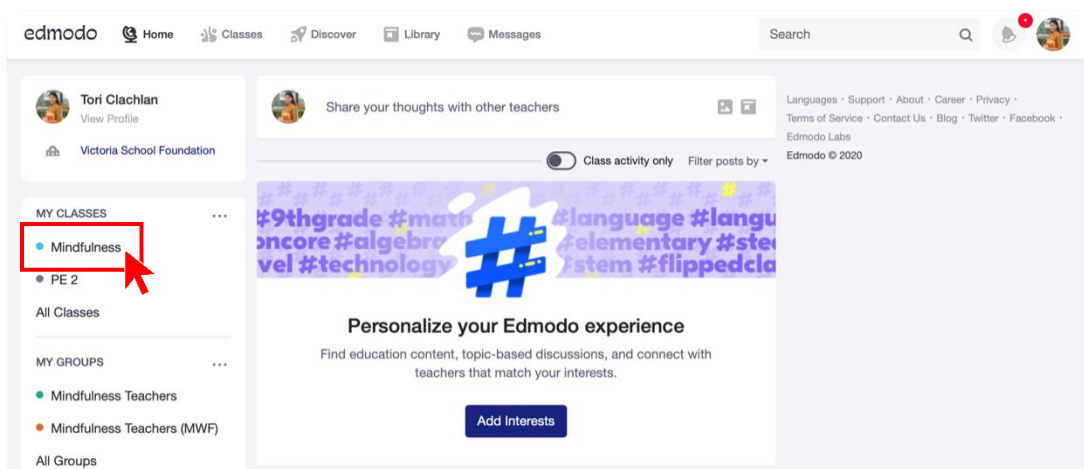
4. Congratulations! You now know how to embed a link in a note using a Windows device.




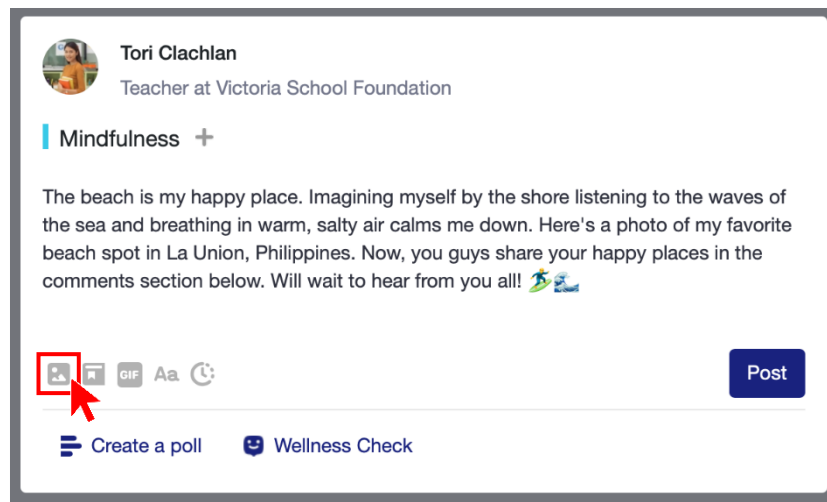
## How to Attach a Photo to a Note

You can use your mobile device's built-in camera to take pictures of interesting places, educational photos, and other pictures that you can use for teaching and learning. If, for instance, you went to a science fair and found many interesting experiments that you want to share with your students, take pictures and attach them to notes for students. You can then ask them to comment on the experiments to start a discussion. To attach a photo taken using your device's built-in camera to a note, follow the step-by-step guide below.

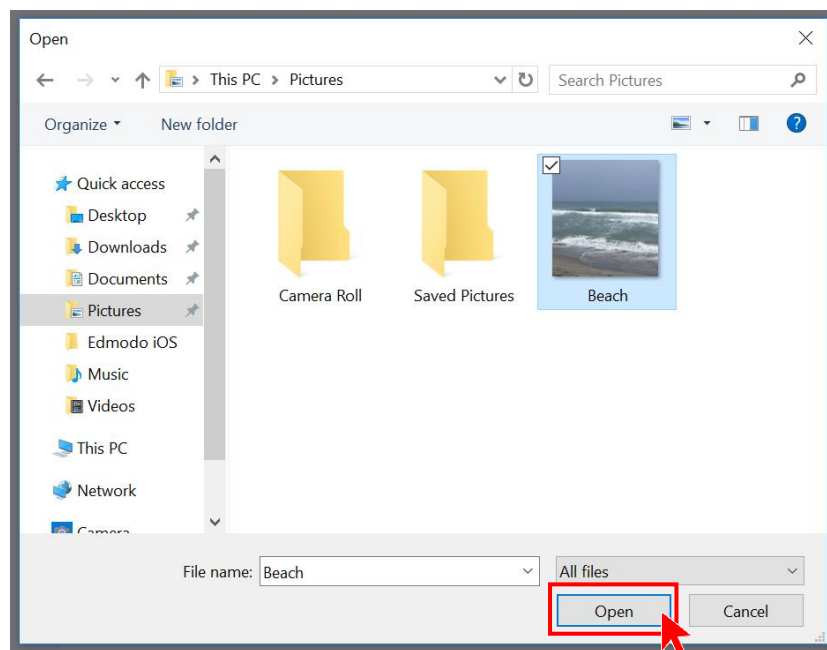
1. Open the  **Edmodo** app on your Windows device to start composing a note. On the **MY CLASSES** side bar, click on the class in which you intend to make a post.



2. Type your message into the **Start a discussion, share class materials, etc...** field. Once done, click on the image icon  below the text field.

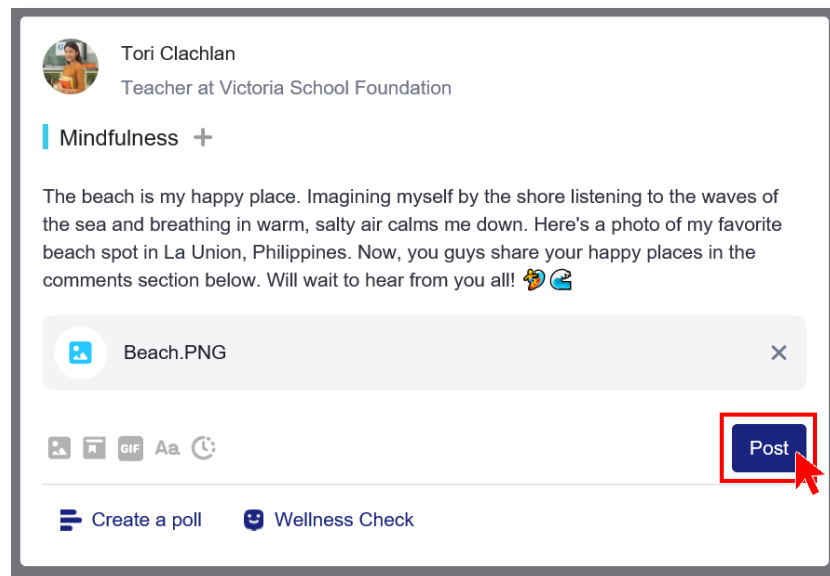


3. Locate the picture file you want to attach from your device's file storage. Select the file, and then click on the **Open** button at the bottom of the window.

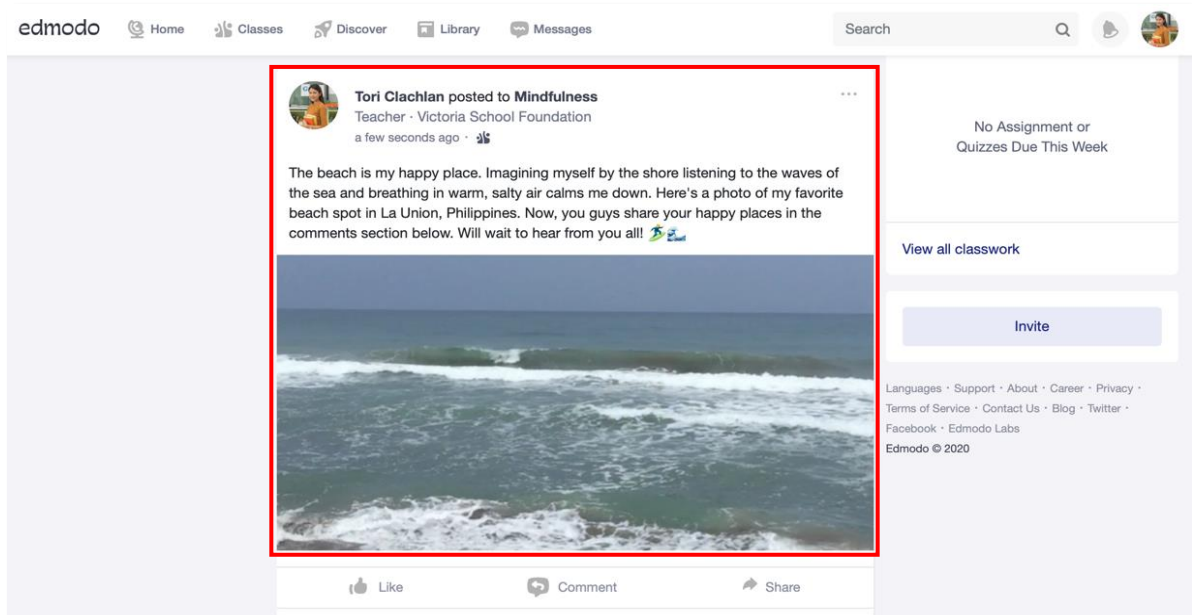





4. Wait for the upload to finish. While waiting, you may want to check on your message once more. When the upload is done, you should see a banner showing the attached photo below the message of your post. Click on the **Post** button to send the message with the picture.




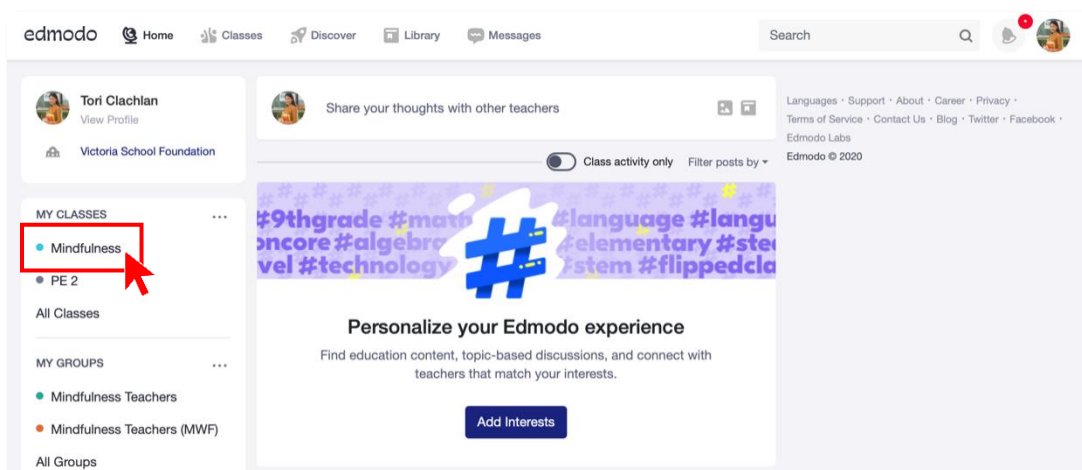
5. Congratulations! You just attached a photo to a note on 🍎 Edmodo using a Windows device.



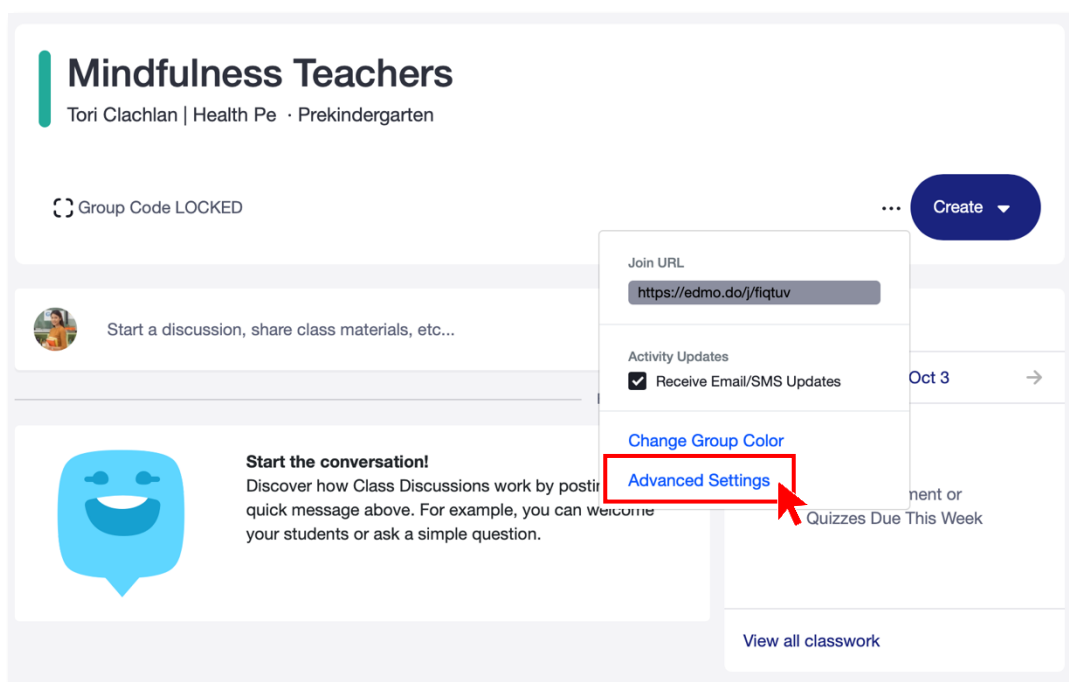
## How to Archive and Delete a Group

Group archiving in  **Edmodo** refers to moving a group that is no longer actively used to a separate location for long-term retention. A group is usually archived when a school year ends. Archived groups are indexed and so can be searched for and retrieved if needed. An archived group's posts can still be read by its members though they can no longer add anything new to its page. To archive a group, follow the step-by-step guide below.

1. Open the  **Edmodo** app on your Windows device. On the **MY GROUPS** side bar, click on the group you wish to archive.



2. On the group page, click on the **...** button on the right side of the page to reveal a list of options. On the drop-down menu, click on **Advanced Settings**.



3. At the bottom part of the **Advanced Settings** page, you will find the **Archive** button. Click on it.

**Advanced Settings** ×

Title:  
Mindfulness Teachers

Pre kindergarten

Or use [Range](#)

Select Subject: Health and PE

Select Course: Health Education

This will be primarily used with  
☒ Teachers (Group) ☐ Students (Class)

Select who can find and join this Group/Class:  
Private to Members

**Classroom Management**

- ☐ Default all new members to read-only
- ☐ Hide my Posts from Parents
- ☐ Moderate all Posts and Replies
- ☒ Allow members to use the GIF Picker for posts, comments, and replies

Description

Copy Group **Archive** Delete Save Settings


4. A confirmation message will come up on the screen. Tap on **Yes** to continue.

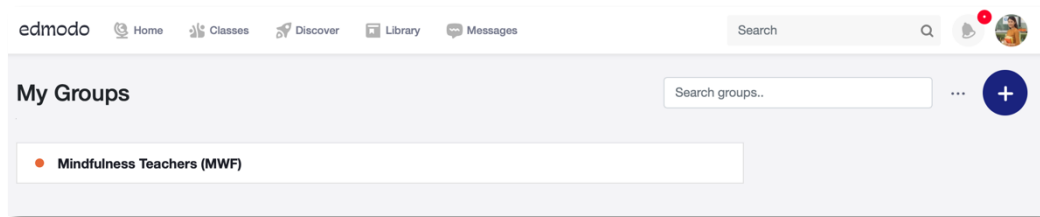
**Archive Group**

**Are you sure you want to archive this group?**

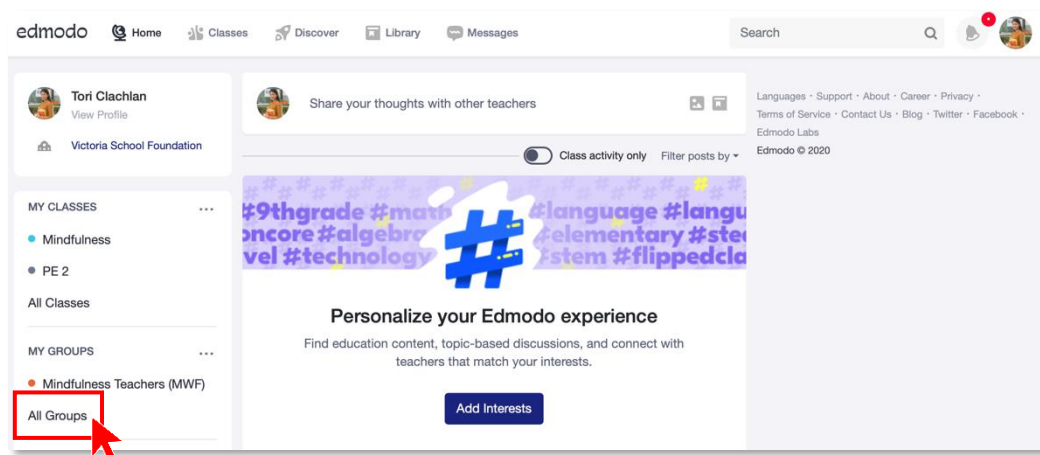
Once archived, the group will be inactive. All data is saved, and you can restore an archived group at any time. [Learn more](#)

No **Yes**

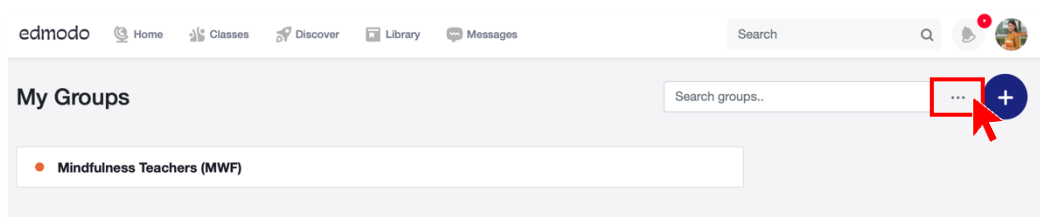
5. Congratulations! You just archived a group on  **Edmodo** using a Windows device. The group is now removed from the list in **MY GROUPS**. Note that archived groups are accessible by going to **Archived Groups** in **MY GROUPS**.



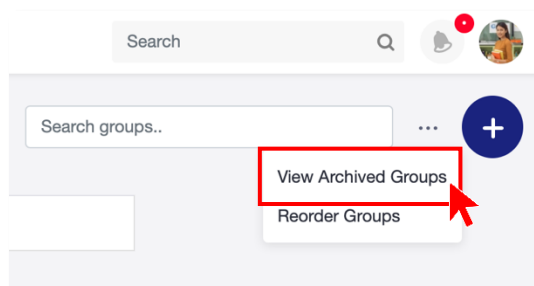
6. To view your archived groups, click on **All Groups** on the **MY GROUPS** side bar.



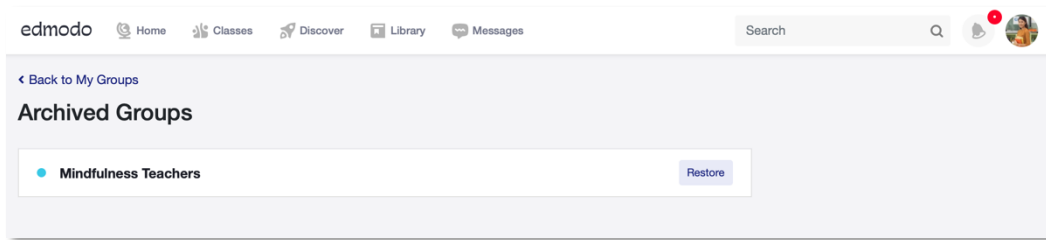
7. Click on the **...** button on the right side of the page to reveal a list of options.




8. On the drop-down menu, click on **View Archived Groups**.



9. Your archived groups should be displayed on the screen. Simply click on **Restore** to make the group active again.

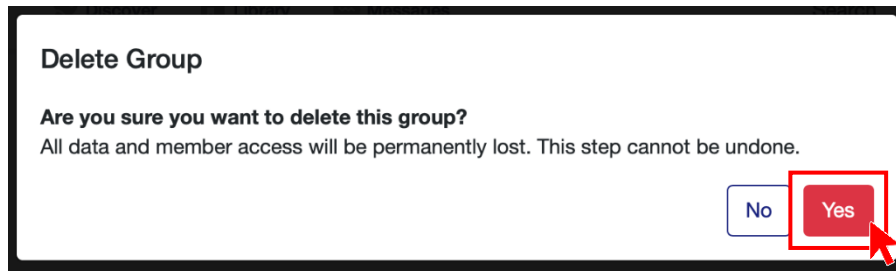



Deleting a group on the other hand means removing it from [www.edmodo.com](http://www.edmodo.com). A deleted group is permanently taken off  **Edmodo**. It will no longer be accessible to anyone, not even its creator. We do not recommend deleting a group because all its page's contents, including communications, assignments, and grades will be erased. To delete a group, follow the step-by-step guide below.

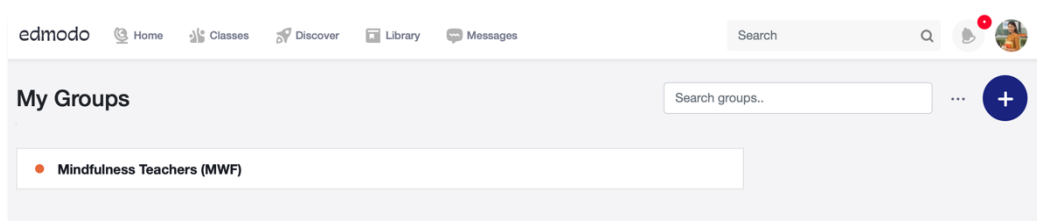
1. To delete a group, follow steps 1 to 3 of archiving one. At the bottom part of the **Advanced Settings** page, you will find the **Delete** button. Click on it.

A screenshot of the 'Advanced Settings' modal window in Edmodo. The window has a title bar with 'Advanced Settings' and a close button (X). Inside, there's a 'Title' field with 'Mindfulness Teachers'. Below it is a dropdown menu showing 'Pre kindergarten'. A link 'Or use Range' is next to it. There are two dropdown menus: 'Select Subject:' with 'Health and PE' and 'Select Course:' with 'Health Education'. Below these is a section 'This will be primarily used with' with two radio buttons: 'Teachers (Group)' (selected) and 'Students (Class)'. Below that is a dropdown menu 'Select who can find and join this Group/Class:' with 'Private to Members' selected. There's a section 'Classroom Management' with four checkboxes: 'Default all new members to read-only' (unchecked), 'Hide my Posts from Parents' (unchecked), 'Moderate all Posts and Replies' (unchecked), and 'Allow members to use the GIF Picker for posts, comments, and replies' (checked). Below this is a 'Description' text area. At the bottom, there are four buttons: 'Copy Group', 'Archive', 'Delete' (highlighted with a red box and a red arrow pointing to it), and 'Save Settings'.

2. A confirmation message will come up on the screen. Tap on **Yes** to continue.



3. Congratulations! You just deleted a group on  **Edmodo** using a Windows device. You will no longer see it in **MY GROUPS**.



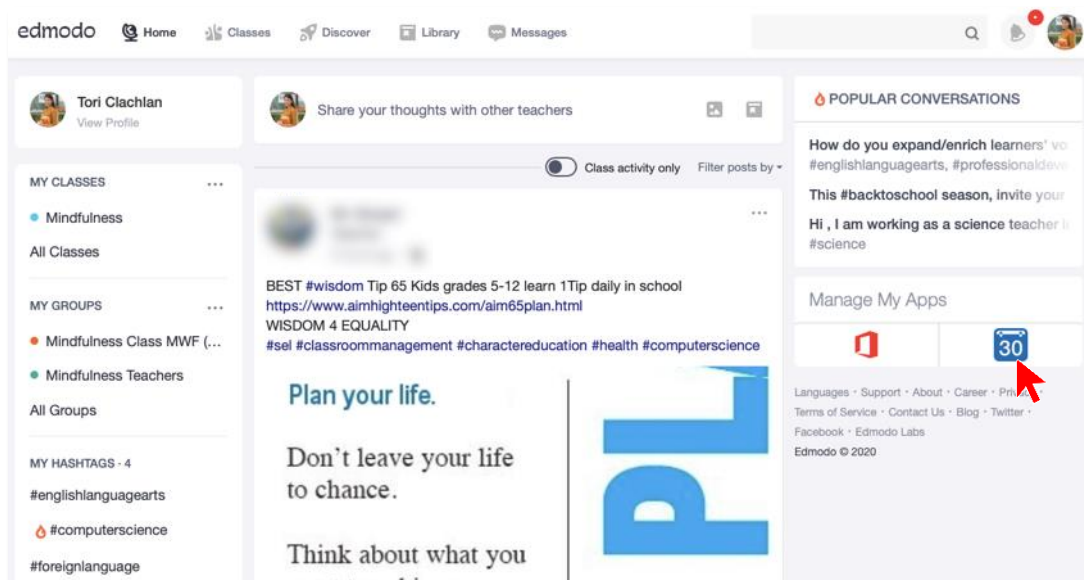
Advanced users refer to people who have been actively using **Edmodo** for teaching and learning activities. At this level of competence, you should be able to use several other **Edmodo** features such as **Edmodo Planner**, **Library**, **Assignment**, **Gradebook**, and others. You will learn to do more complicated tasks, including managing badges and deactivating your account.

## How to Use the Edmodo Planner

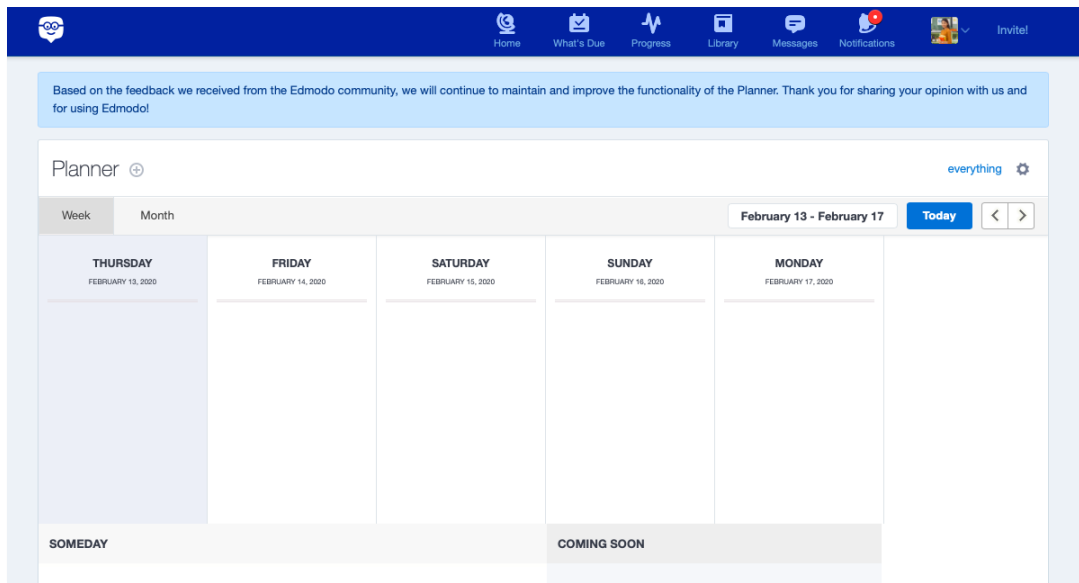
An event or a task in **Edmodo** is a calendar-based resource that you can use to notify students of upcoming occasions such as school fairs, holidays, exams, quizzes, assignments, or field trips. Posting an event or a task is a great way to spread the word about upcoming events or occasions since you can reach out to all your students at the same time. In the past, getting the word out about an event or a task meant making a lot of phone calls or sending e-mails in bulk. Now, you can do that more easily and efficiently via **Edmodo**.


**Edmodo Planner** is a calendar that automatically populates content such as quizzes, assignments, and alerts sent to a specific group. You can schedule when alerts should be sent and appear on **Edmodo Planner**. Your students can easily access **Edmodo Planner** and be reminded of upcoming events or tasks. It efficiently reminds students of important dates and deadlines. To use **Edmodo Planner**, follow the step-by-step guide below.

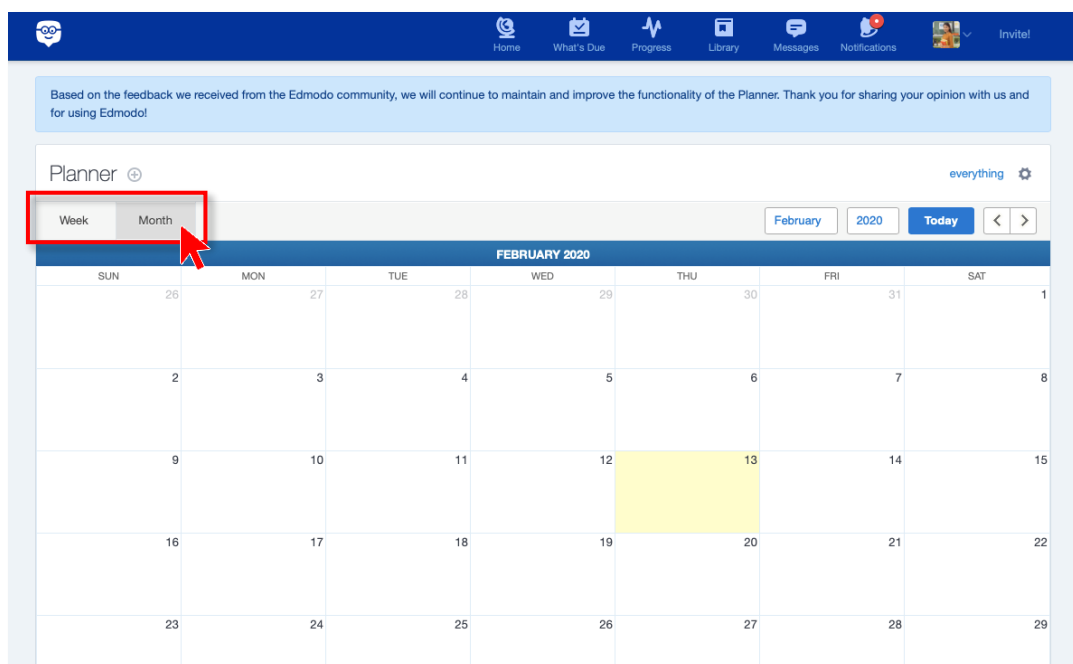
1. Log into **Edmodo** app on your PC. Click the  calendar found on the right side of the page to open the **Edmodo Planner**.



2. The planner shows the default view of the calendar, which is weekly.

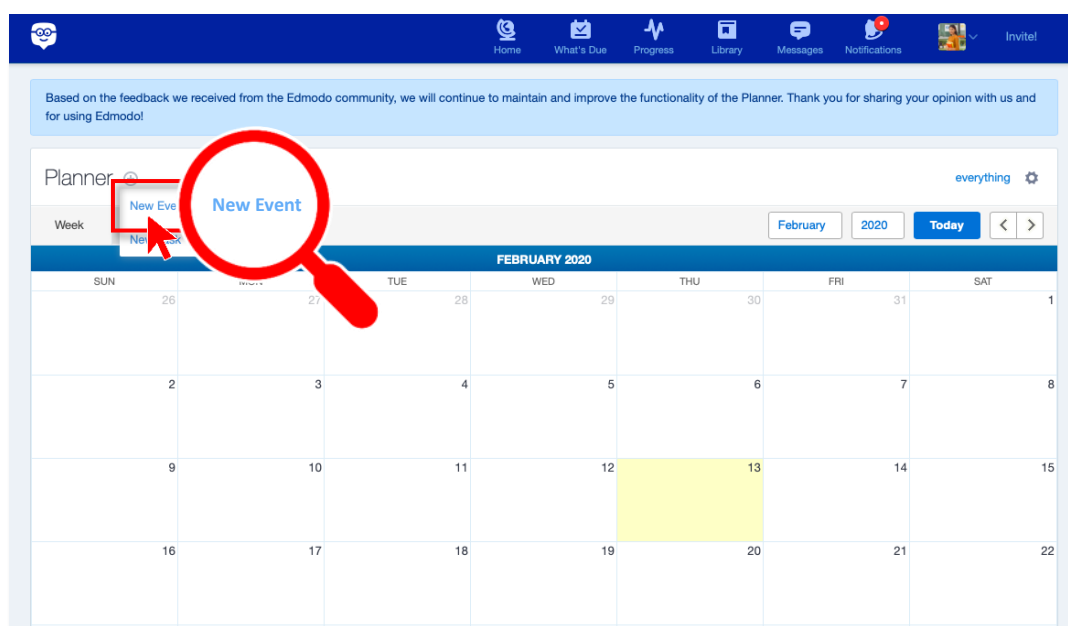


3.  **Edmodo Planner** can be viewed by week or month. Just click on the **Week** or **Month** button to change views.

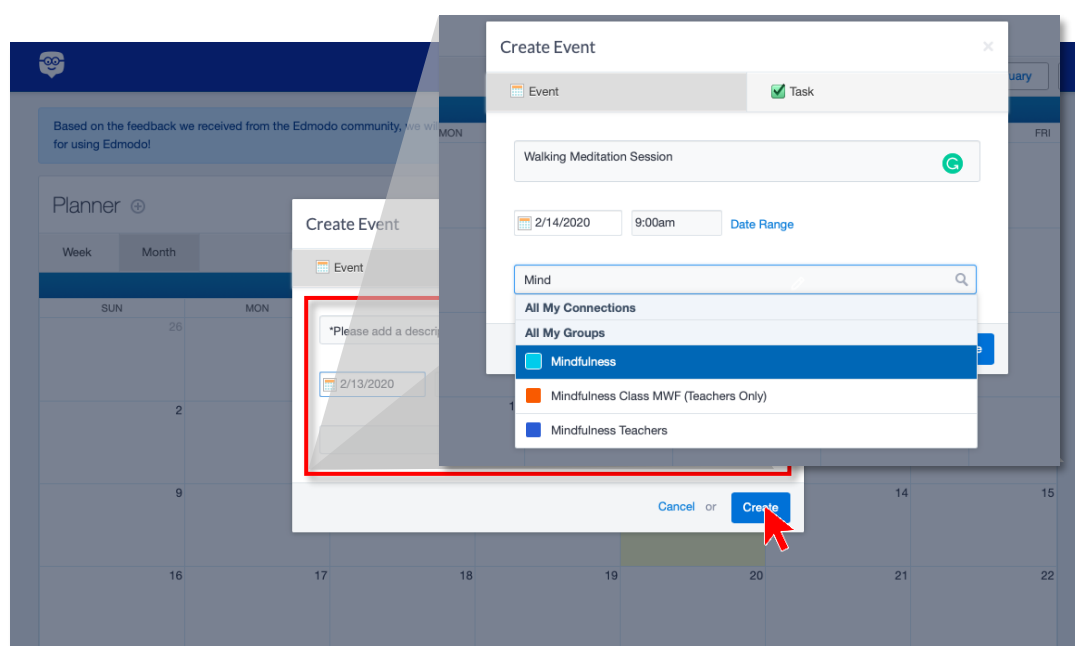




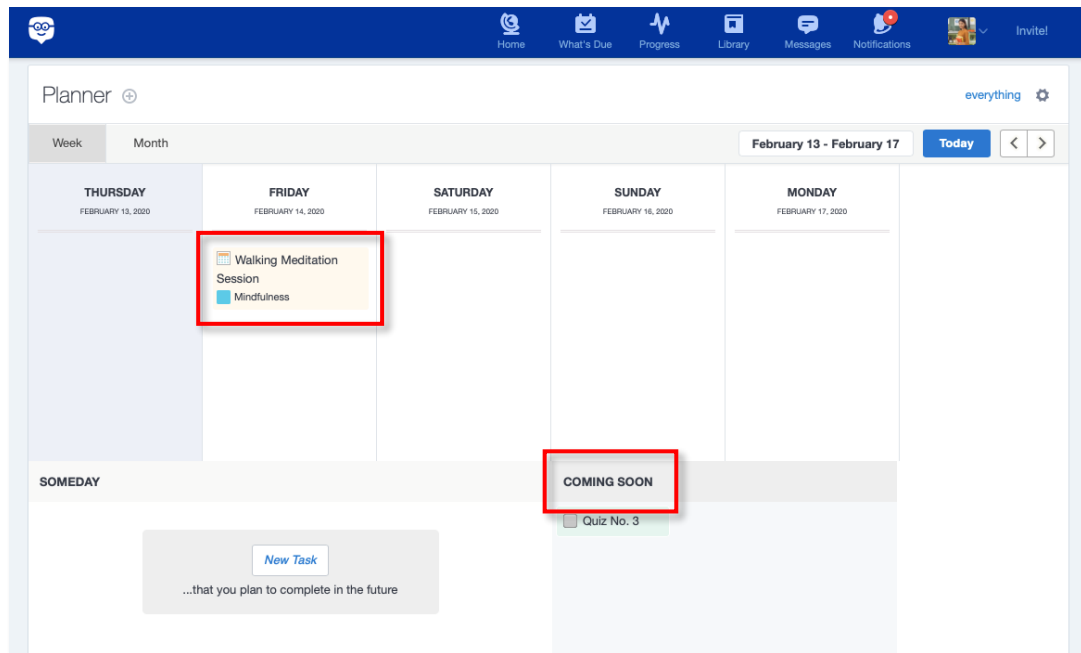
4. Click **+** the plus icon beside the **Planner** heading on the upper-left section of the page. This will show a drop-down list. Note that an event is an occasion while a task is something you would like your students to do. Click **New Event**, and a pop-up window will appear.



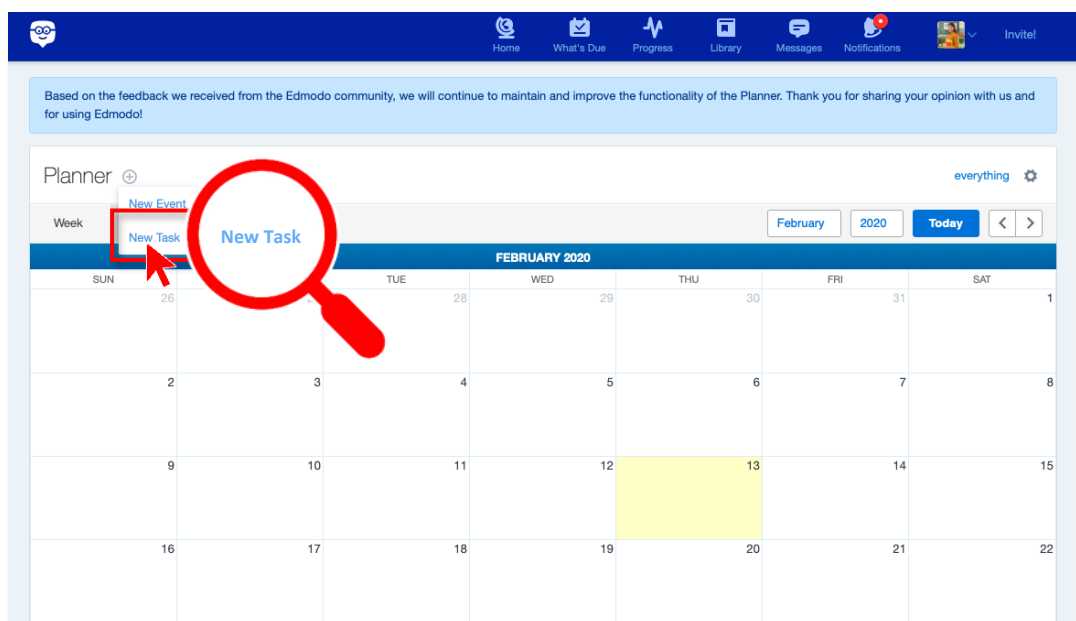
5. Type the event's name into the **Please add a description** field. Specify the date when the event will happen using the date picker. You can set a single date or a date range. Click **Q** search icon to select the name of the group you are planning the event for. Once all details are entered, click the **Create** button.



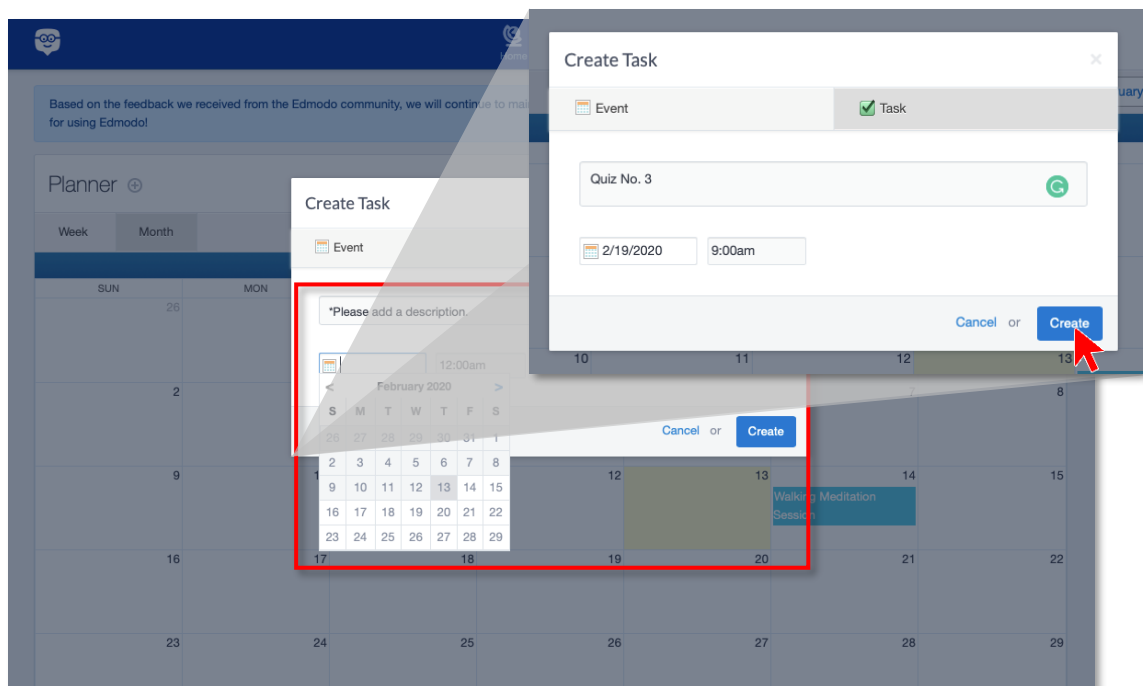
6. The event should appear in the calendar. If the event is not set to happen within the week, it will show in the **COMING SOON** section of the page at the bottom (if the planner is on week view).



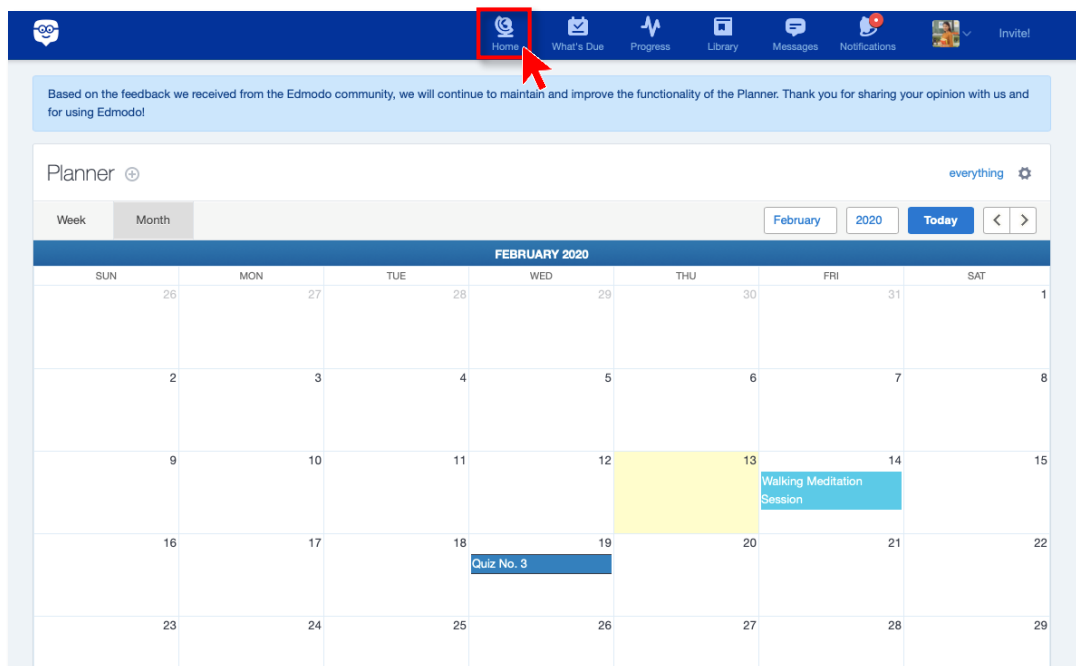
7. To create a task, follow the same procedure. But this time, click **New Task** instead of **New Event**. This will make a pop-up window appear.



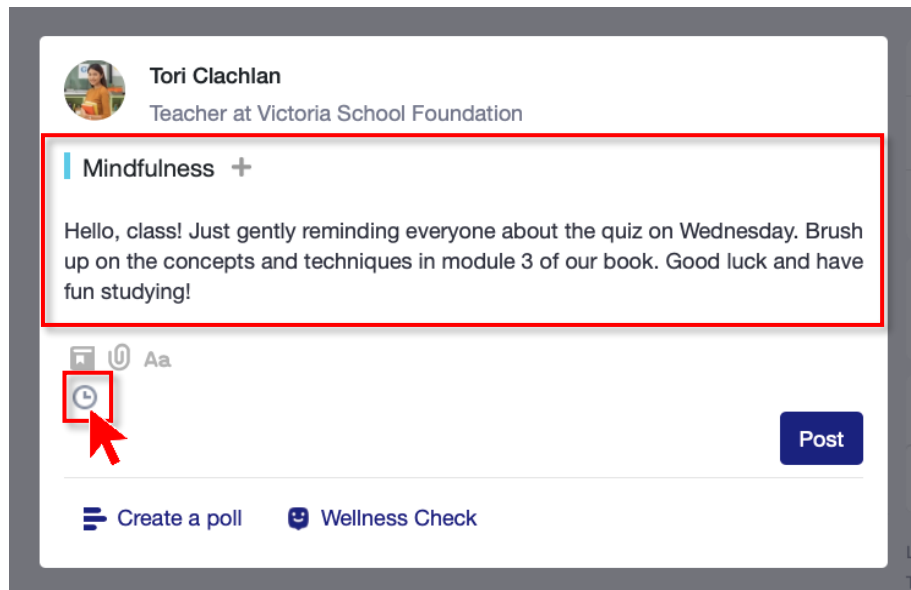
8. Type the task's name into the **Please add a description** field. Set when the task is due using the date picker. Click the **Create** button. This will add the task to 🎓 Edmodo Planner.



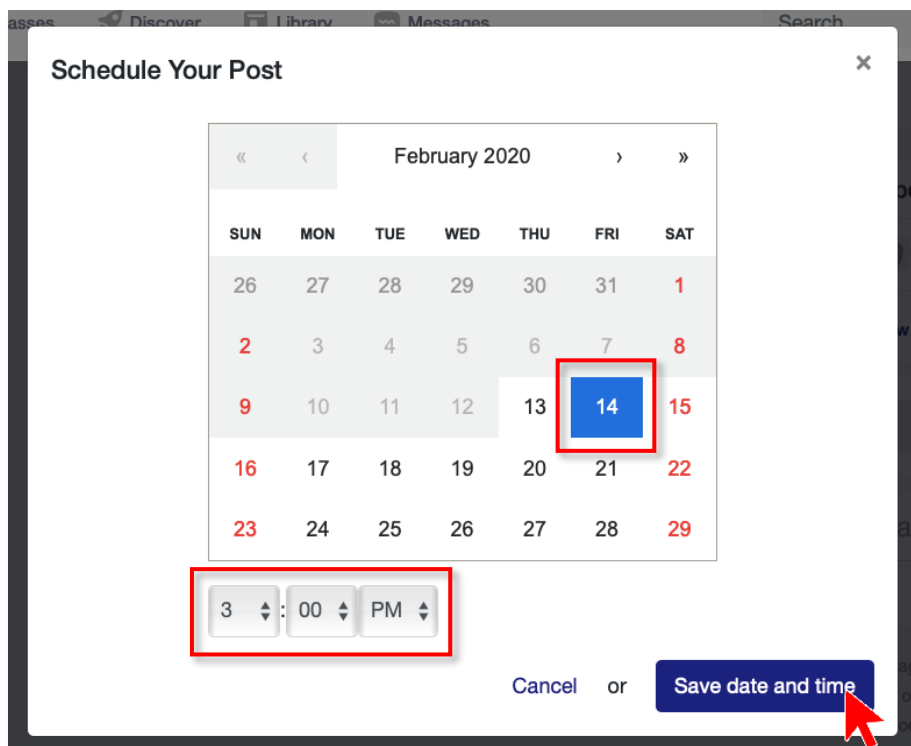
9. Create an alert to remind students to study for a quiz you set in class. First, 🏠 click **Home** on the top-most panel of the page to go back to your home page.



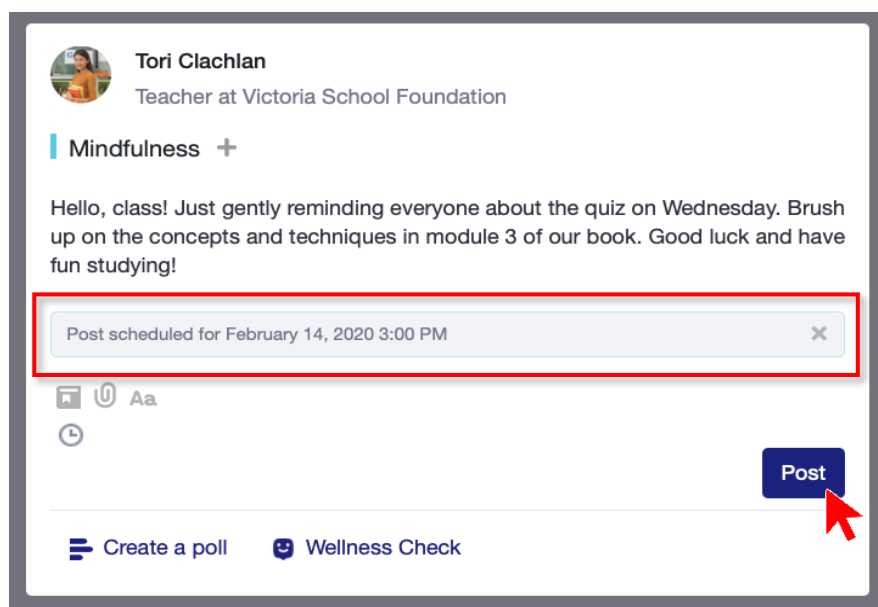
10. Create a note for students. Click the ⌚ clock icon at the bottom part of the message field to schedule the post. A pop-up window will come up on the screen.



11. Choose a date and time when it will be sent. Its recipients will receive a notification when the alert is sent. Then click the **Save date and time** button. This will close the pop-up window.



12. A note below the message will display the details of the scheduled post. Check if everything is in order, then click the **Post** button.



Congratulations! You now know how to create an event and a task on 🍎 **Edmodo Planner**, and send an alert to students using a Windows device.

## *How to Post and Grade an Assignment*


You often give students assignments to enhance their learning experiences and give them opportunities to put learning into practice. Assignments extend the time available for learning. Spend more time and exerting more effort to complete assignments can help students do better in school.

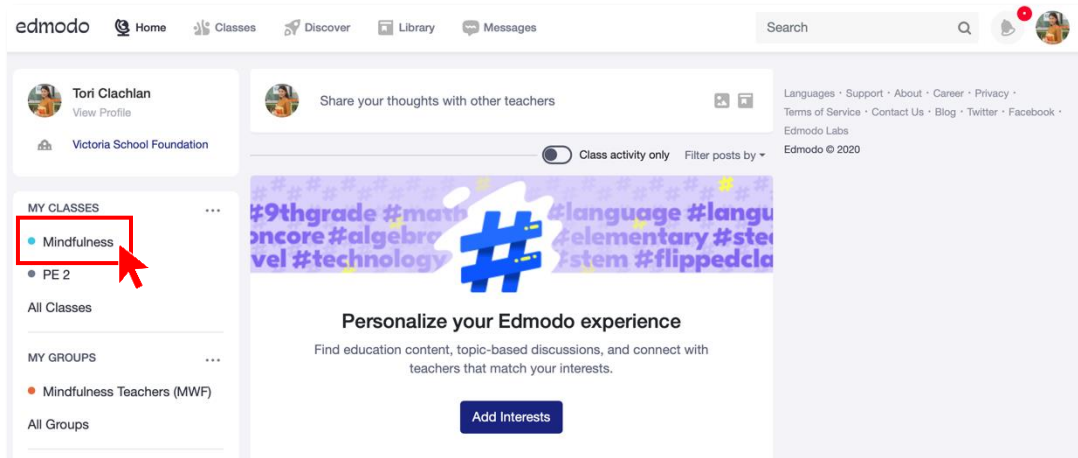
🍎 **Edmodo** lets you give students an assignment that they can complete, and you can grade online. You can post a question for students to answer, for instance. You can also include a video clip, a PowerPoint presentation, or a document as reference. You can post an assignment before or after a class. It is typical to do so after discussing a topic in class because you want to reinforce your students' understanding of the lesson. You can set a due date for it. You can grade students on 🍎 **Edmodo**, too.

Students can submit an assignment in two ways:

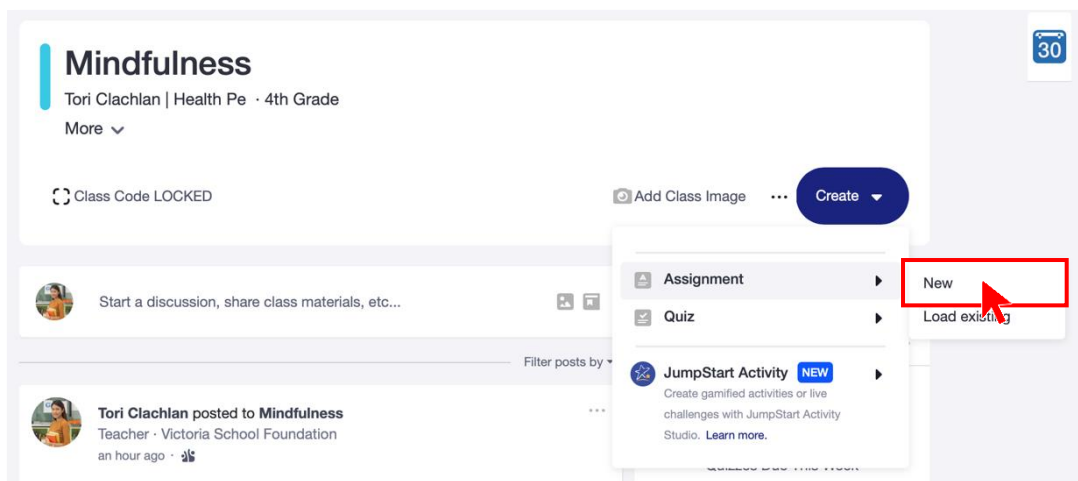
- Directly type their answers on 🍎 **Edmodo**.
- Use other software such as Microsoft Word, Excel, or PowerPoint then upload them to the 🍎 **Edmodo Library**.

To post and grade an assignment, follow the step-by-step guide below.

1. Open the  **Edmodo** app on your Windows device. Click on the class to which you intend to send an assignment.



2. Click on the **Create** button to reveal a list of options. Hover over or click on **Assignment** to reveal another set of options. On the drop-down menu, click on **New**.



3. Fill in the details of the assignment. If the homework requires a reading material or a work sheet that you would like to share with your students, you may do so by attaching an electronic copy of it. Just tap on any of the icons under **Add Attachments** at the bottom. Once all details are complete, tap the **Assign** button on the upper-right corner of the page.

Reflection Paper

Assign Close

Last Saved: Today at 12:45 AM

**Assignment Details**

Assignment title

Reflection Paper

Instructions

Write a 500-word essay reflecting on the benefits of mindfulness to your overall health (i.e., physical, mental, emotional, and social).

Add Attachments

Image Link File

4. Set the deadline for the homework. You also have the options to lock the homework after the due date, add the scores of students to the **Gradebook** automatically, and schedule the homework later. Once everything is in order, click on the **Assign** button.

Reflection Paper

Assign To

Mindfulness X

**Due On**

10/09/2020 11:59 PM


☒ Lock after due date

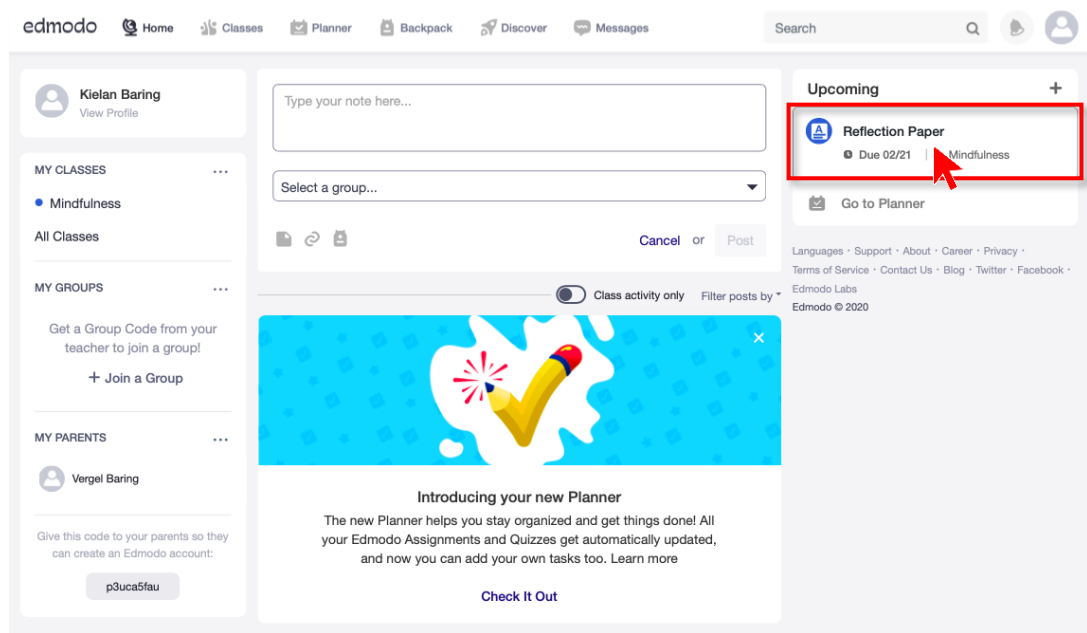
**Other Options**

☒ Add to Gradebook (Progress)

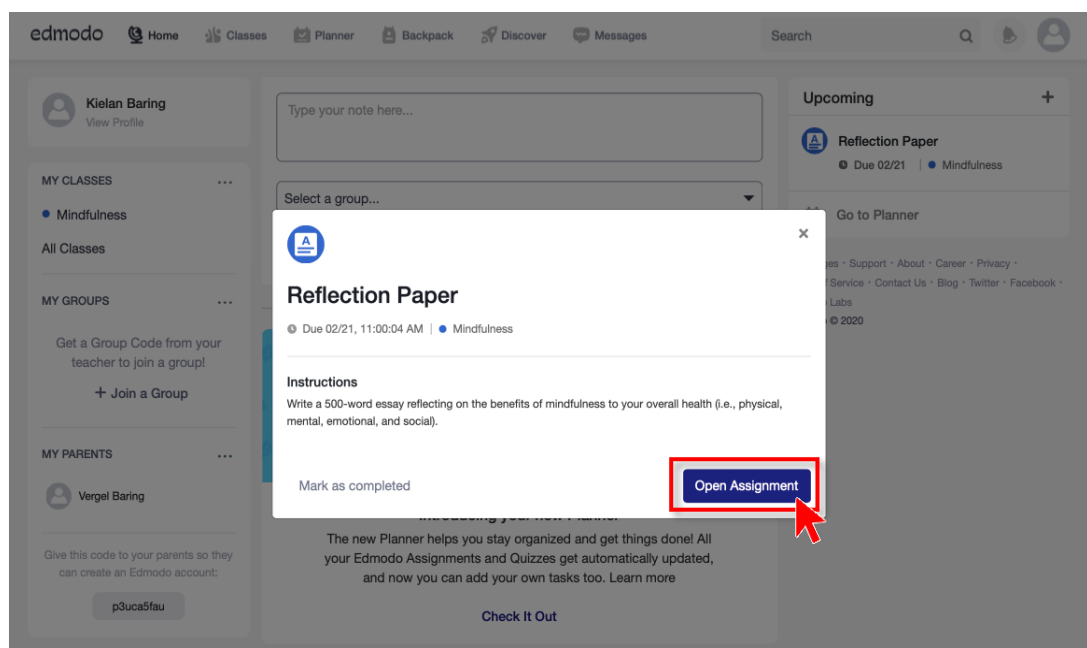
Schedule for later

Assign


5. New and unfinished assignments show in the **Upcoming** side bar on students'  **Edmodo** accounts. Ask students to log in to their accounts using a PC and click on the homework on the side bar.

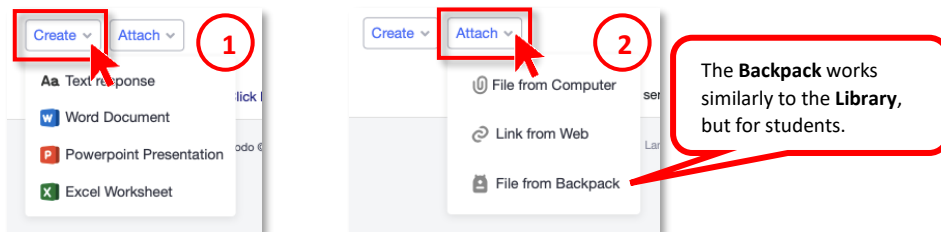
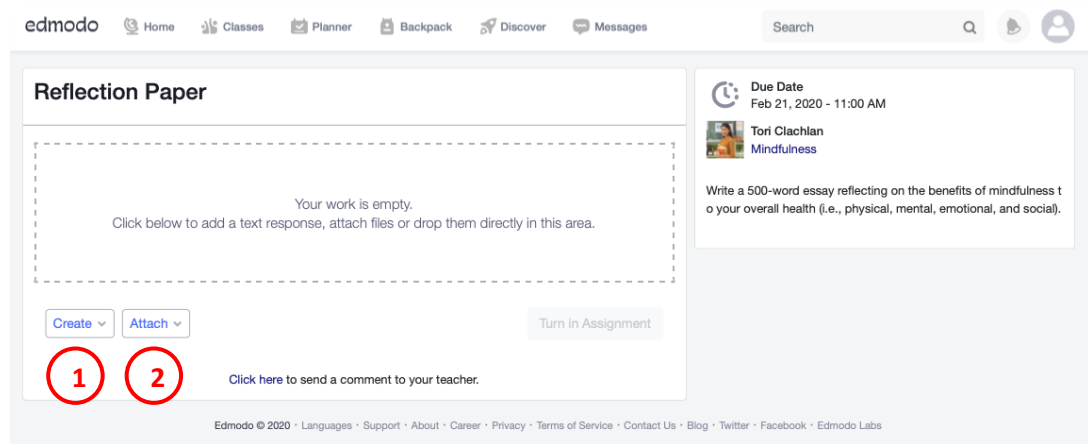



6. Clicking on the homework on the sidebar will show a preview of the assignment. Instruct students to click on the **Open Assignment** button to see submission options.

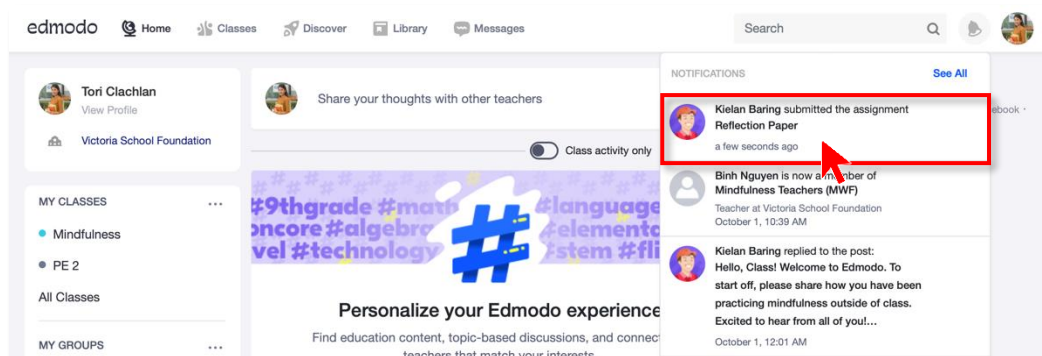





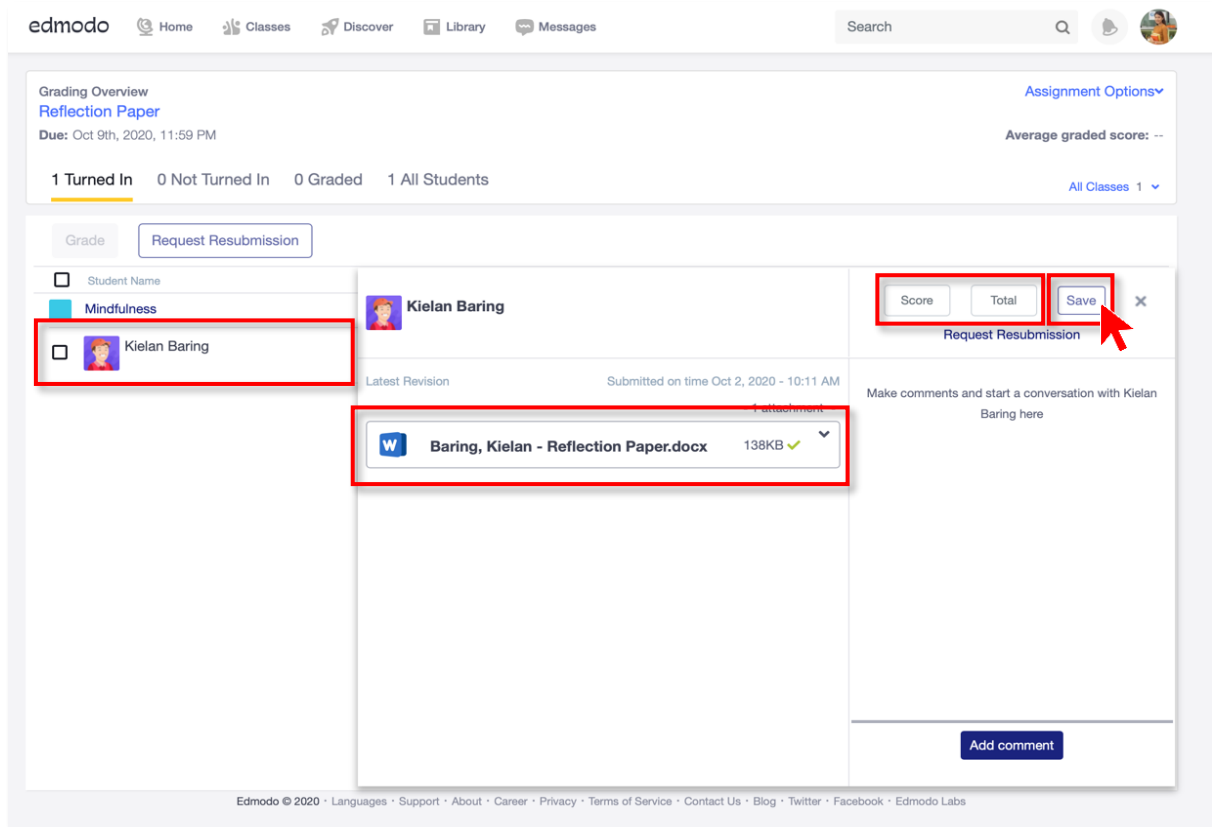
- Students have the option to create their homework on the  **Edmodo** website or on a different application on their computers. A piece of homework done elsewhere is submitted by attaching a copy on the assignment page.




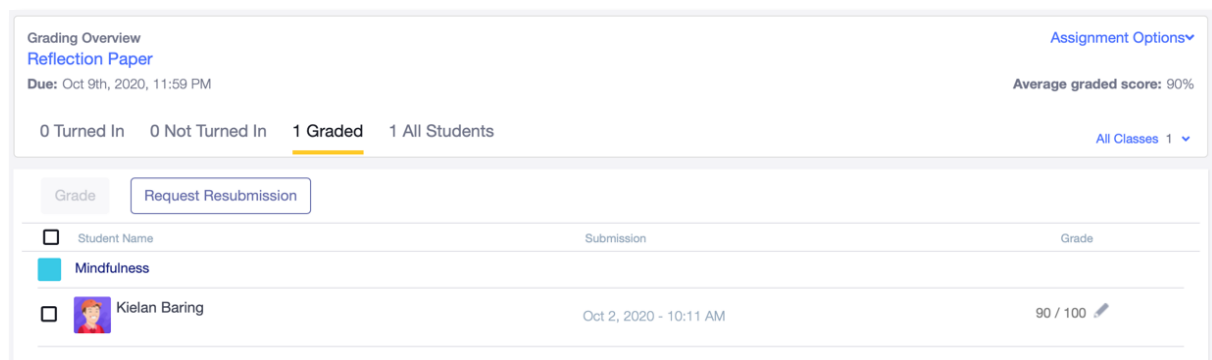
- You will receive a notification for every submission from a student. When you receive one, click on  **Notifications** to check the details. Tap on the notification to go to the class and view the homework.



9.  **Edmodo** lets you grade assignments that were submitted by students online. On the **Assignment** page, look for the name of the student who turned in her or his homework under **Turned In** tab and tap on it to view the submission. After checking the submitted homework, enter the student's score in the **Grade** field and the highest possible score in the **Total** field. Finally, tap the **Save** button. Your students will be notified once their assignments have been graded.



10. Congratulations! You now know how to post and grade an assignment using  **Edmodo**. Note that graded homework is shown under the **Graded** tab.






## PRO TIP

Instead of directly typing written work on **Edmodo**, students might want to consider using a word-processing application, such as Microsoft Word, on their computers. This way, even if they suddenly get dropped off the platform due to intermittent Internet connection, their progress will not be lost and they will be able to continue working on their homework offline.

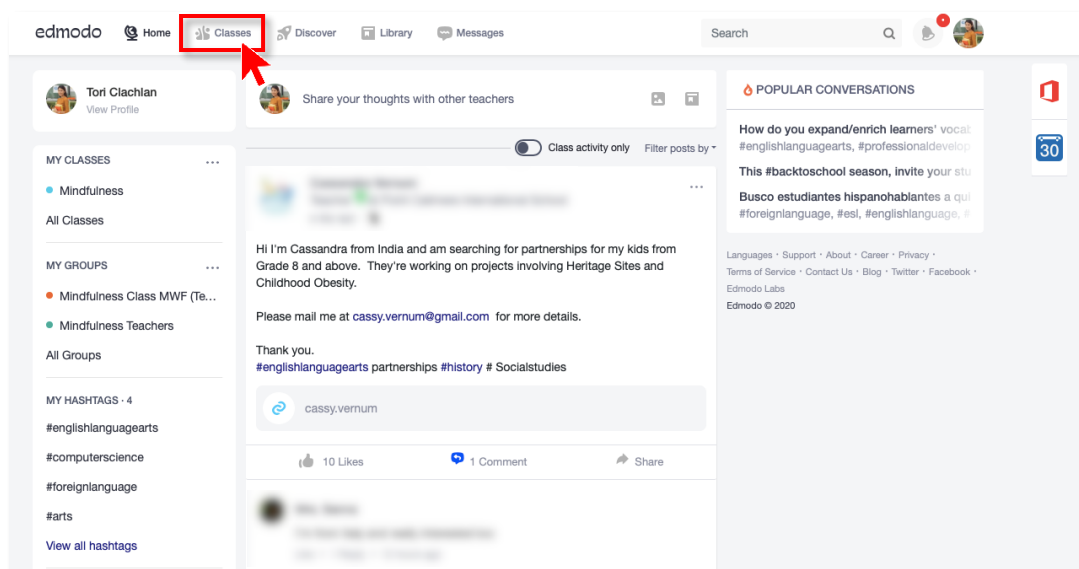
## How to Create and Grade a Quiz


A quiz is a formative assessment tool to measure a student's growth in knowledge, abilities, and skills. In school, a quiz usually assesses how much a student has learned so far. Compared with an exam, however, a quiz often has fewer questions and is less difficult to answer.

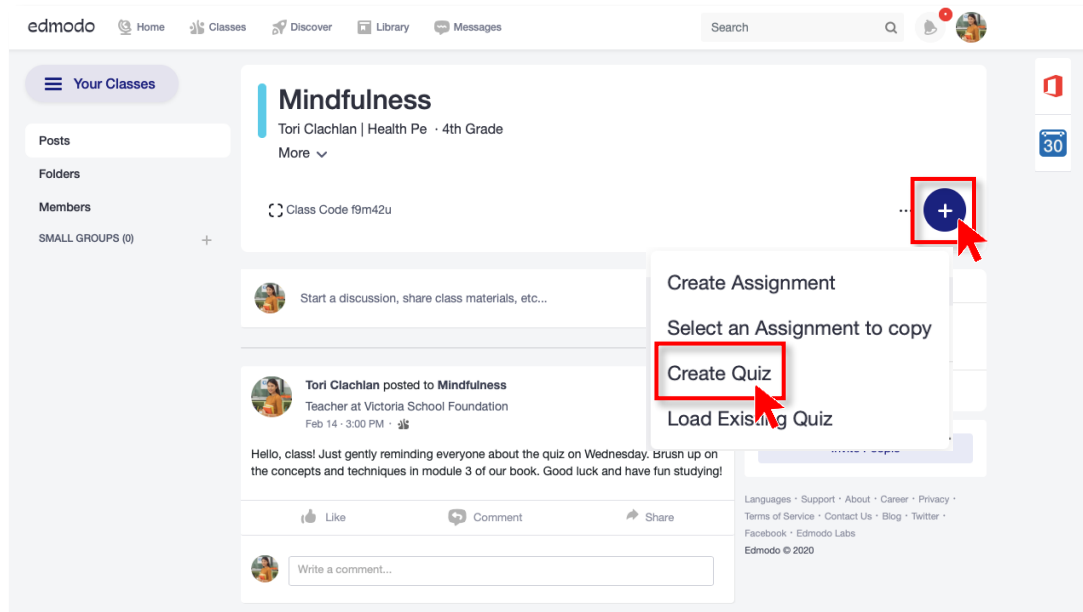
You can use a quiz for a quick check of what students learned from a lesson. It can be administered before discussing a topic to gauge how much students already know about it or after discussing a lesson to check how much they learned.

 **Edmodo** lets you quickly create online quizzes and get instant feedback. After posting a quiz, you can see how many students have completed it by looking at the turned-in number. You will be notified every time a student completes a quiz. To create and grade a quiz, follow the step-by-step guide below.

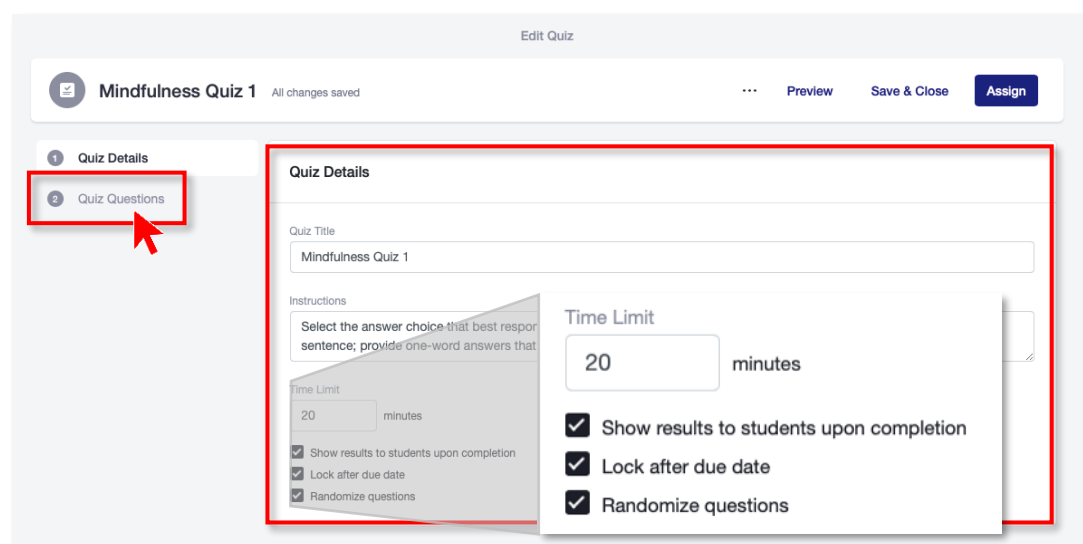
1. Open the  **Edmodo** app. Click on  **Classes** on the toolbar at the top of the page.



2. Go to the class to which you intend to assign a quiz. Click on the plus icon  at the upper-right portion of the page, and then click on **Create Quiz** from the drop-down menu.



3. In creating a quiz, enter the details such as its title and the instructions for students. You also have the option to set a time limit, show results to students after completion, lock the quiz after the due date, and randomize the questions. You can complete all these details later, though. If you decide to do so, proceed to composing the quiz questions by clicking on **Quiz Questions** on the left side of the page, and just go back to the details later.





## PRO TIP

Different quiz types are available in Edmodo. These include **Multiple-Choice**, **True-or-False**, **Short-Answer**, **Fill-In-The-Blanks**, and **Matching**.

- A **True-or-False Quiz** gives statements, which students will assess as either true or false.
- A **Short-Answer Quiz** asks general questions about a certain subject such as “What is the newest country in Africa?” that students need to answer.
- In a **Fill-In-The-Blanks Quiz**, you give sentences with missing words that students need to fill in.
- In a **Matching Quiz**, you give questions and matching answers that students must match with one another.
- A **Multiple-Choice Quiz** offers several choices although each question has only one correct answer.

4. In this example, a combination of three question types will be used, namely multiple-choice, true-or-false, and fill-in-the-blanks. For the multiple-choice question, type the first question into the **Question Text** field and the answer choices (one should be correct) into the **Responses** fields. Click on the ☐ **radio** button to the right of an answer choice to assign it as the correct answer. You can set as many answer choices as you want. Note also that you can customize the point(s) assigned to the correct response to each question item. Add another choice by clicking the **Add New Question** button at the bottom of the page. This will add another field that you can fill in.

The screenshot displays the Edmodo quiz creation interface. On the left, a sidebar shows 'Quiz Details' and 'Quiz Questions'. The main area is titled '1 question (1 point)'. A red box highlights the question editor. At the top, a dropdown menu is set to 'Multiple Choice'. Below it is a 'Question Text' field. Underneath are three buttons: 'Attach Files', 'Add Link', and 'Add from Library'. The 'Responses' section contains three 'Enter Answer' fields, each with a radio button to its right. The first radio button is selected. Below the responses is a '+ Add Response' button. The 'Grading' section shows a '1' in a box followed by 'points'. At the bottom right of the question editor are 'Duplicate question' and 'Delete Question' buttons. At the very bottom of the interface are two buttons: 'Add New Question' and 'Add from question bank'.



## PRO TIP

Make sure you do not always put the correct answer in the same position in the order of multiple-choice question options—for example, always the second choice. It is up to you how many questions your quiz will have.

5. For true-or-false questions, just type in the question or statement for the quiz item in the **Question Text** field. Similar with the multiple-choice question, there should be only one correct answer. It is assigned by clicking on the ☐ **radio** button to the right of the correct answer choice.

The screenshot shows the 'Mindfulness Quiz 1' interface. At the top, there's a header with the quiz title, a status 'All changes saved', and buttons for 'Preview', 'Save & Close', and 'Assign'. The main content area is divided into sections. The 'Question Text' field contains the statement 'There is only one way to practice mindfulness.' Below this, there are buttons for 'Attach Files', 'Add Link', and 'Add from Library'. The 'Responses' section has two options: 'True' and 'False'. The 'True' option has an unselected radio button, and the 'False' option has a selected radio button. The 'Grading' section shows '1 points'. At the bottom right, there are buttons for 'Duplicate question' and 'Delete Question'.

Setting up fill-in-the-blanks questions is a little more complicated compared to the first two. To start, type in the complete statement in the **Question Text** field. Once done, replace the words (or just one word) your students are expected to fill in to complete the sentence with underscores (\_). The statement is automatically copied into the **Responses** field. In there, text boxes are shown corresponding to the statement above. Enter the correct answers.

Finally, assign a point for every correct answer (as there are multiple blanks with one correct answer each, one fill-in-the-blanks question can have a total number of points that is more than 1).

1. Fill in the blanks

Mindfulness is the quality or state of being \_ or \_ of something (Oxford English Dictionary).

Use '\_' underscores to specify where you would like a blank to appear in the text below 93/4,096 character limit

Attach Files Add Link Add from Library


**Responses**

Mindfulness is the quality or state of being  Enter Answer or  Enter Answer of something (Oxford English Dictionary).

Students will have to answer in the exact order for the question to be marked as correct

**Grading**

1 points per correct answer Duplicate Question Delete Question

6. Just repeat the process to add more questions. To add a question in between, just hover the cursor over the line that separates two questions until the  plus button appears. Click on it to create a new question.

**Responses** Correct Answer

A practice where the mind is fully attending to what's happening, to what you're doing, and to the space you're moving through. ☒


An exercise that forces one to empty her or his mind. ☐

A hobby or diversion from boredom. ☐

+ Add Response

**Grading**

1 points Duplicate question Delete Question

 2. True/False

7. You may also add questions from the **question bank**, which stores all questions used in previous quizzes that you created. Just click on the **Add from question bank** button at the bottom of the page.

Responses

Correct Answer

Enter Answer

Enter Answer

Enter Answer

+ Add Response

Grading

1 points

Duplicate question Delete Question

Add New Question Add from question bank

8. A window will come up on the screen, which will show a list of questions that are chronologically ordered. Click on the **Add to Quiz** button to the right of every question that you want to add to your quiz. Once done, exit the window.

Untitled Quiz All changes

Add from question bank

All questions you create here will be stored in your Question Bank.

Search Question Bank

How many main groups of rings does Saturn have? Add to Quiz ...

Multiple Choice | View Question

Who was the first scientist to propose the heliocen... Add to Quiz ...

Multiple Choice | View Question

Which planet has the largest number of moons? Add to Quiz ...

Multiple Choice | View Question

How many moons does Saturn have? Add to Quiz ...

Multiple Choice | View Question

What is the third planet from the Sun? Add to Quiz ...



Multiple Choice | View Question

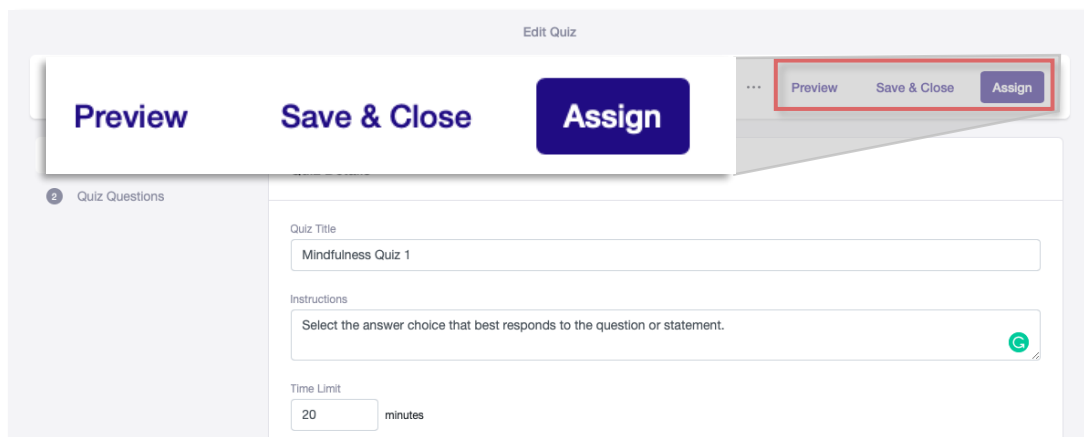
1 points

Duplicate question Delete Question

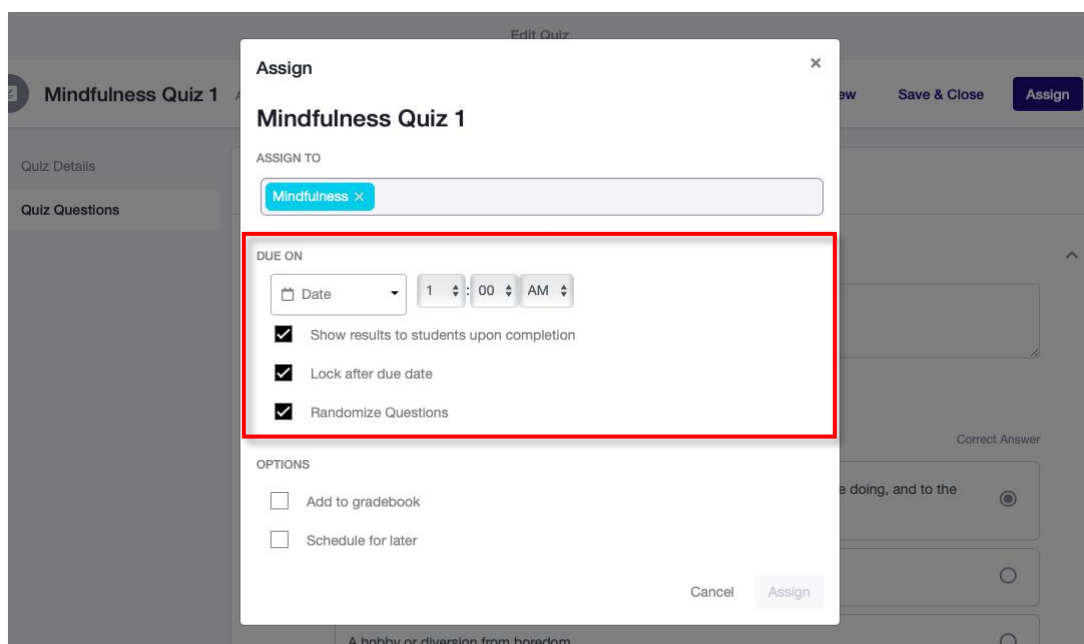
Save & Close Assign



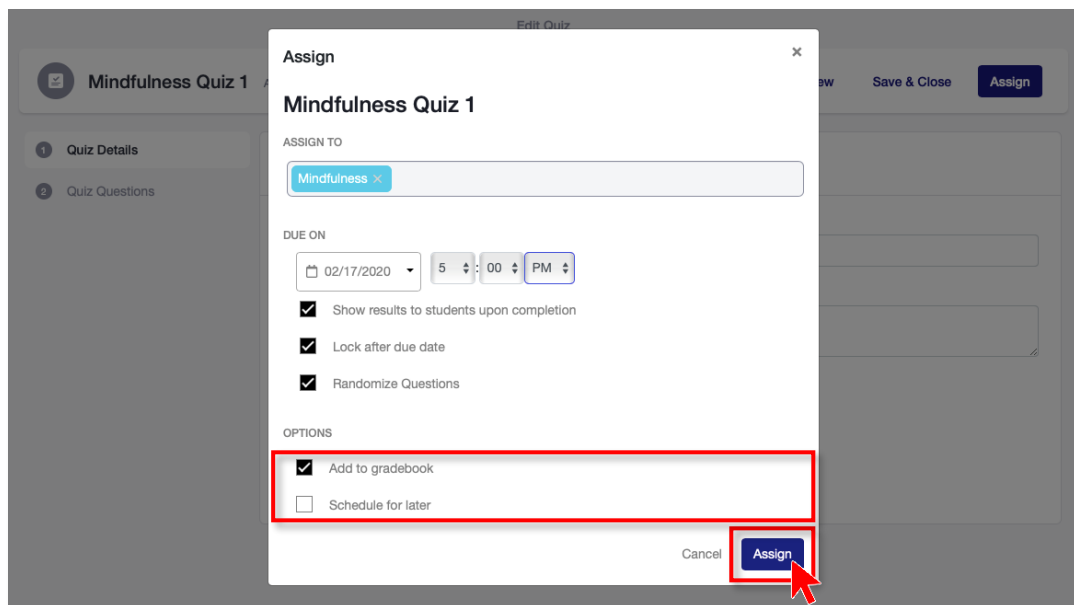
9. To check how your quiz looks like, click on **Preview**. Also, if the questions are not yet final, you may just go back to the quiz later to complete it. Click on the **Save & Close** button to leave the quiz feature of  **Edmodo** and save your progress. Saved quizzes are accessible through the  **Edmodo Library**. Note that you can no longer edit assigned quizzes, so be sure about the questions before sending the quiz to avoid redoing an entire quiz (especially if it is a long one). **Preview** and **Save & Close** buttons, along with **Assign** button, are found at the upper-right corner of the page as shown below.



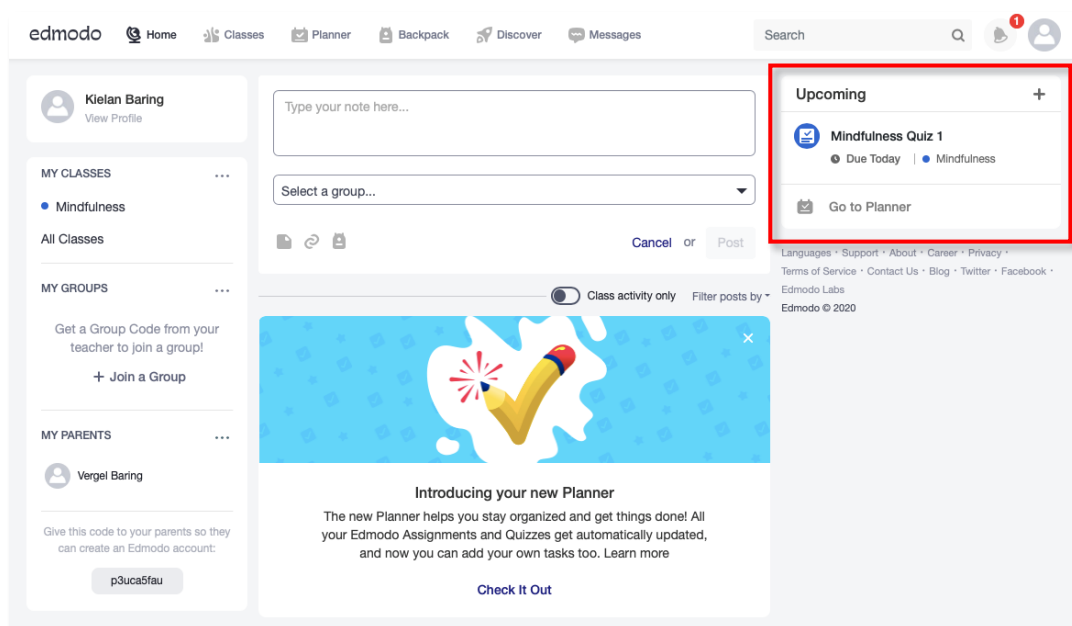
10. When quiz questions and details are complete and final, click on the **Assign** button at the upper-right corner of the page. A window will come up on the screen where you can give a final review of the details of the quiz. Set the time and date when the quiz is due. Remember that you have the option to lock the quiz after the due date by clicking on the check box to the left of the option.



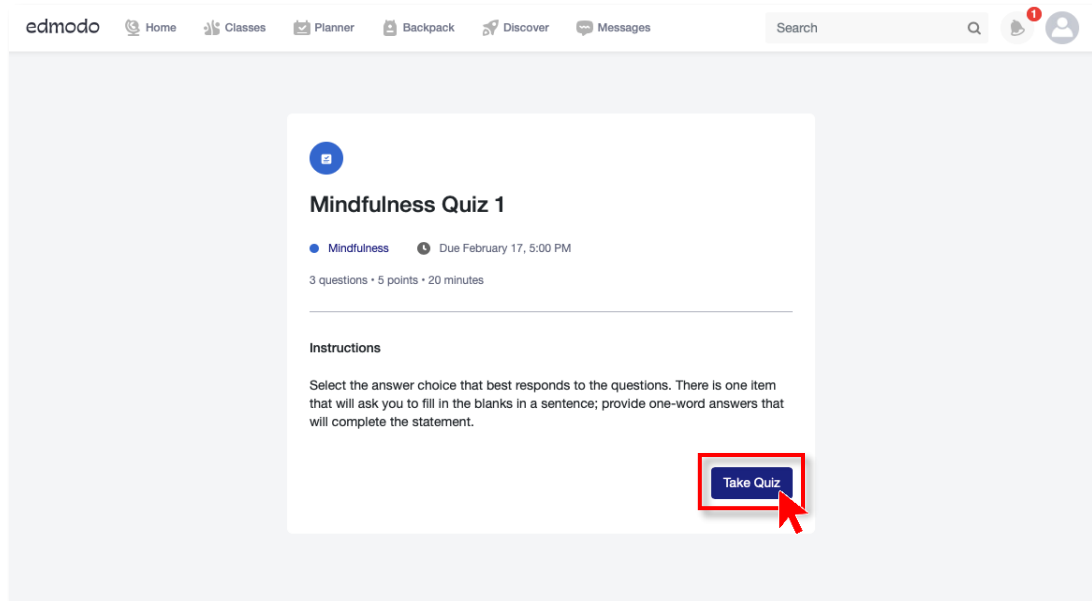
11. Check the box to the left of **Add to gradebook**. Doing so will automatically add the grades of your students on the quiz to the **Gradebook**, which you will learn about later in the chapter. Once everything is in order, click on the **Assign** button at the lower-right corner of the window to send the quiz to the members of your 🍎 Edmodo class.



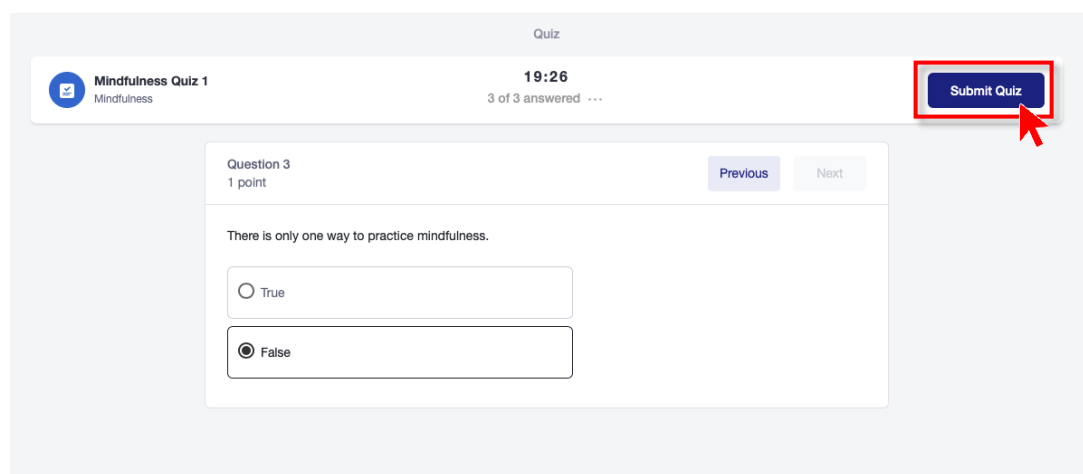
12. To answer the quiz, students must first log in to their accounts using a PC. Students should receive a notification about the quiz, and the quiz should appear in the **Upcoming** side bar on the home page of 🍎 Edmodo for students. Ask students to click on the quiz in the **Upcoming** side bar.



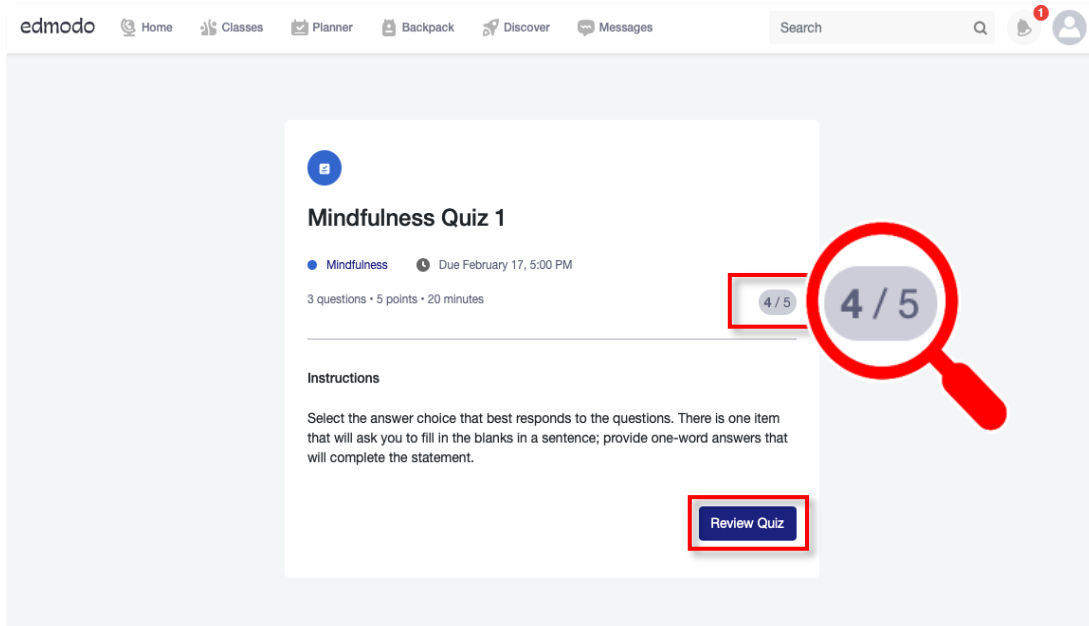
13. A new page will open that displays the details of the quiz. Always remind students to carefully read the instructions first. When students are ready to take the quiz, they should click on the **Take Quiz** button to start.




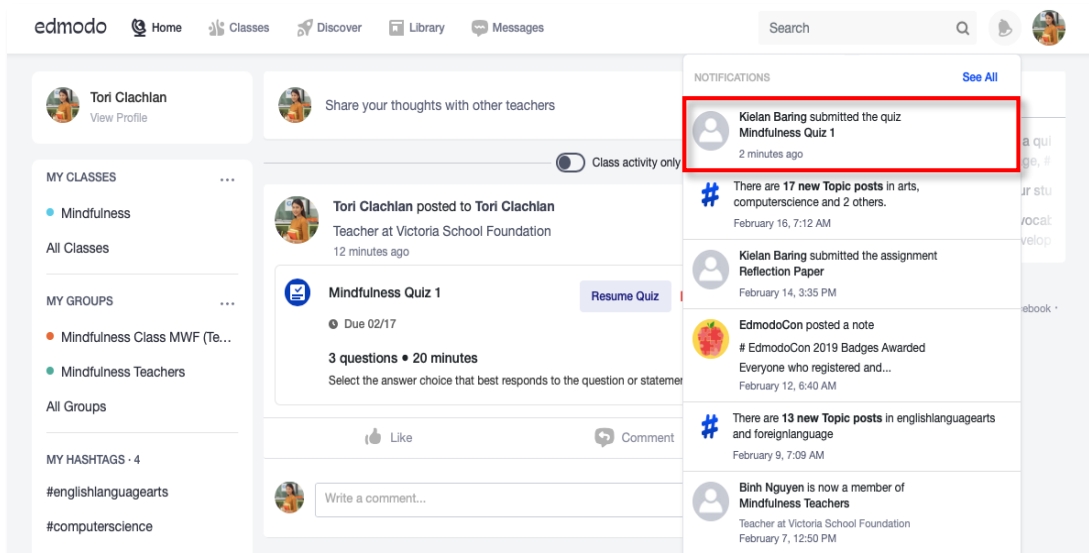
14. Students should click the **Submit Quiz** button at the upper-right corner of the page when they are done.



15. The total score of every student will then be shown on the page. Students have the option to check which items they got wrong by clicking on the **Review Quiz** button.




16. You will be notified every time a student finishes the quiz. Click the notification  button to view the list of alerts you have received. Tap on the one notifying you about a submitted quiz.

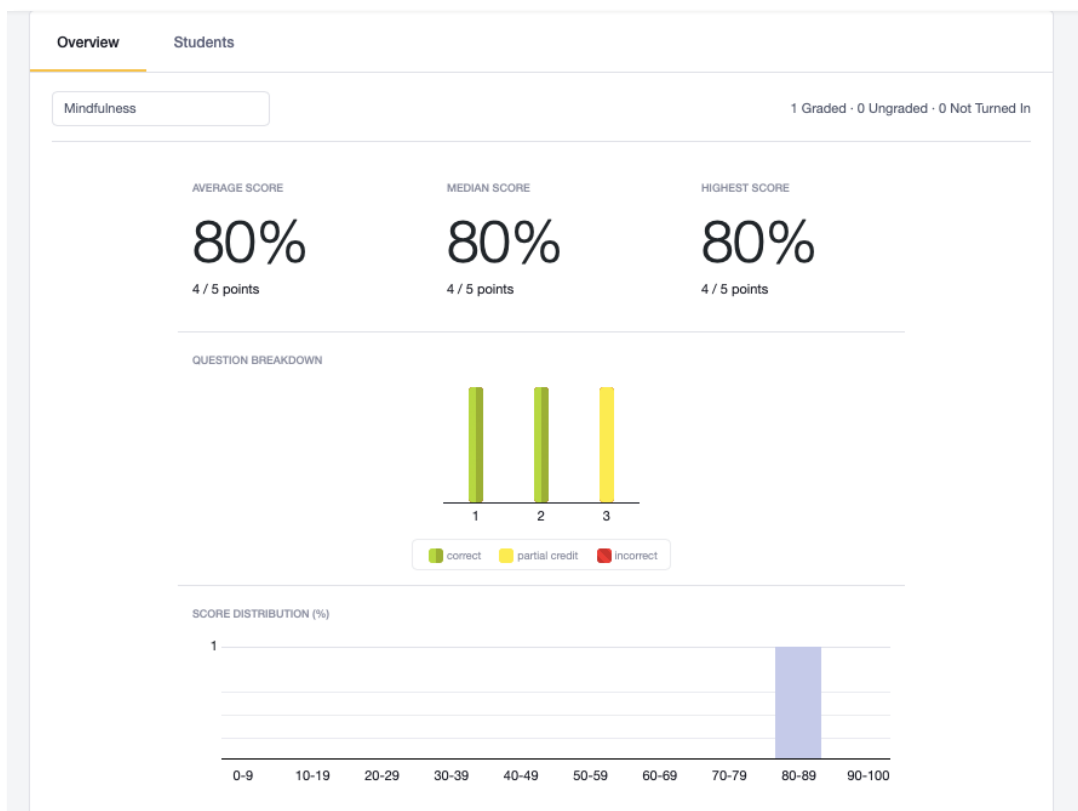


17. Click the unread quiz notification. Individual results are shown in the **Students** tab of the page.

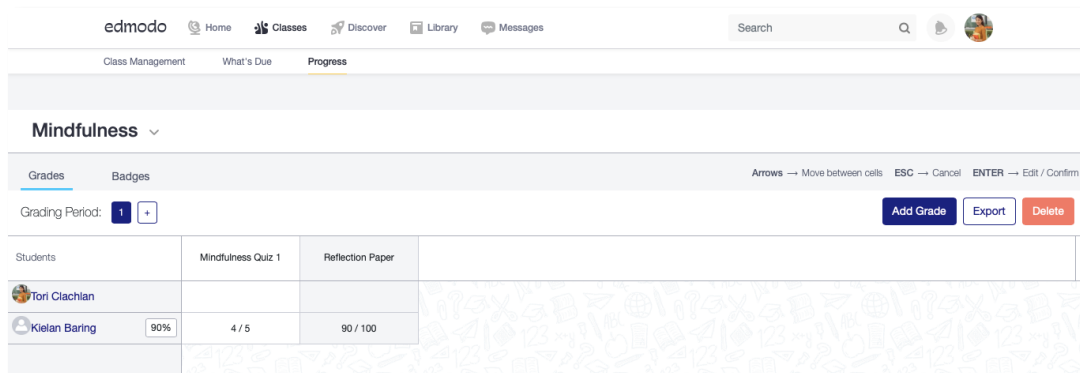
The screenshot shows the Edmodo interface for a quiz titled "Mindfulness Quiz 1". The quiz is due on February 17, 5:00 PM. The "Students" tab is selected and highlighted with a red box. Below the tab, a table shows the student "Kielan Baring" with a score of 4/5, also highlighted with a red box.

Student	Time Submitted	Score
Kielan Baring	February 17, 10:40 AM	4 / 5

18.  Edmodo provides teachers with some simple data analytic tools to review overall class performance on set quizzes. Click the **Overview** tab to access the data analytics on the class' performance on a certain quiz. These data can provide you insights on what student interventions, teaching methodologies, or classroom improvements might be worth considering.




19. To help teachers manage their student grades 🧑🏫 **Edmodo** has a built-in on-line Gradebook feature that helps you track student progress. You may recall that, earlier, when you were developing your quiz, you were prompted to click the button **Add to gradebook**. By clicking this button, your students' quiz grades will automatically be added to 🧑🏫 **Edmodo's** online **Gradebook**. You will learn more about this feature later.



The screenshot shows the Edmodo Gradebook interface. At the top, there's a navigation bar with 'edmodo', 'Home', 'Classes', 'Discover', 'Library', and 'Messages'. Below this, there's a search bar and a user profile icon. The main header shows 'Class Management', 'What's Due', and 'Progress'. The 'Progress' section is active, showing a dropdown for 'Mindfulness'. Below this, there are tabs for 'Grades' and 'Badges'. A 'Grading Period' selector shows '1' with a '+' button. To the right are buttons for 'Add Grade', 'Export', and 'Delete'. A table below shows student progress:

Students	Mindfulness Quiz 1	Reflection Paper
Tori Ciachian		
Kielan Baring	90%	4 / 5


Congratulations! You now know how to create and grade a quiz using 🧑🏫 **Edmodo** on a Windows device.



## Web Resources

Scan or click on the QR codes to access the linked resources



**Video**

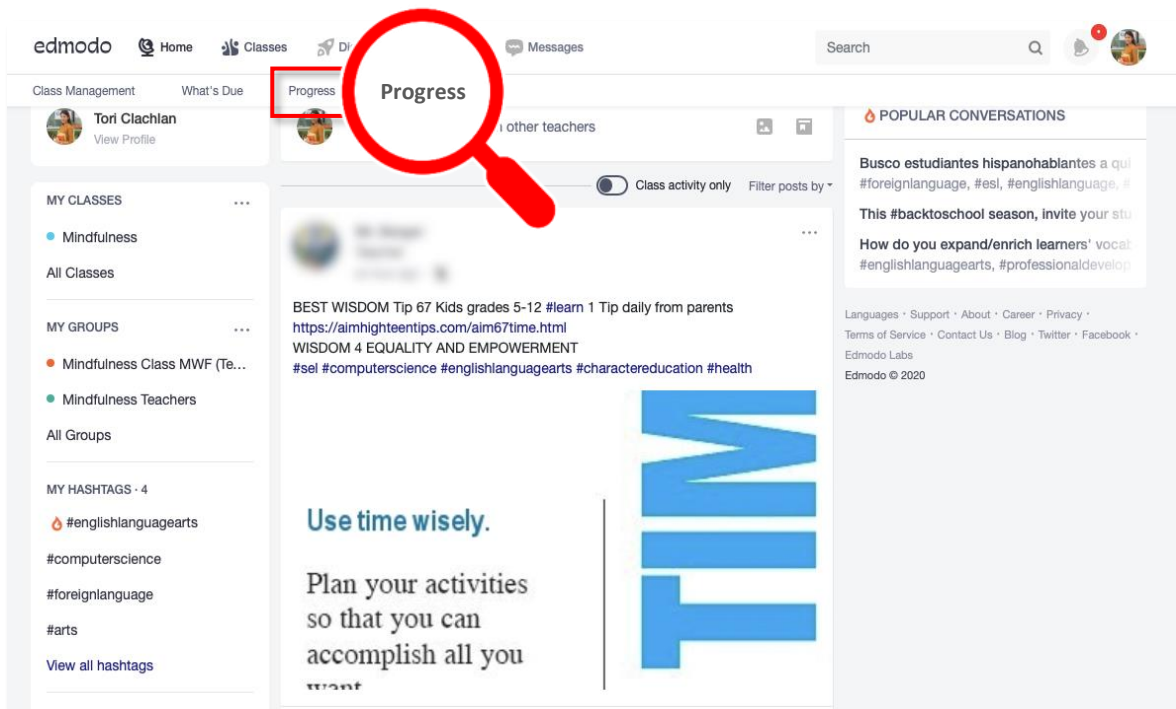



*Quizzes and Polls*  
Edmodo  
[www.youtube.com](https://www.youtube.com)

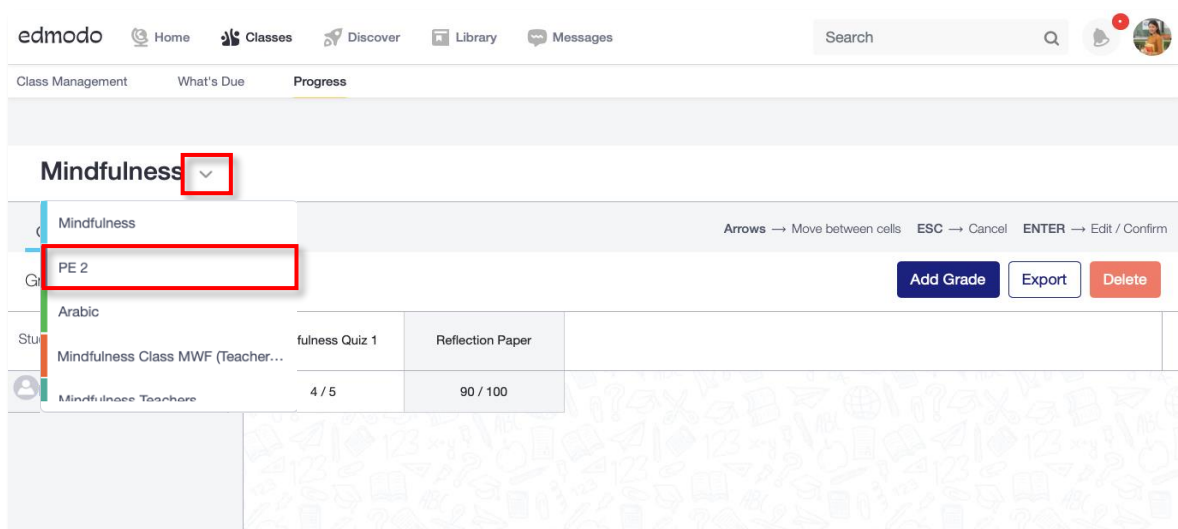
## How to Access and Use Gradebook


**Gradebook** is your online record of students' learning progress. It tracks your students' grades by automatically collating and calculating their assignment and quiz scores. As such, it helps you spend more time teaching and less time tracking and calculating grades, and helps your students, and their parents, stay informed about their learning progress. To access **Gradebook**, follow the step-by-step guide below.

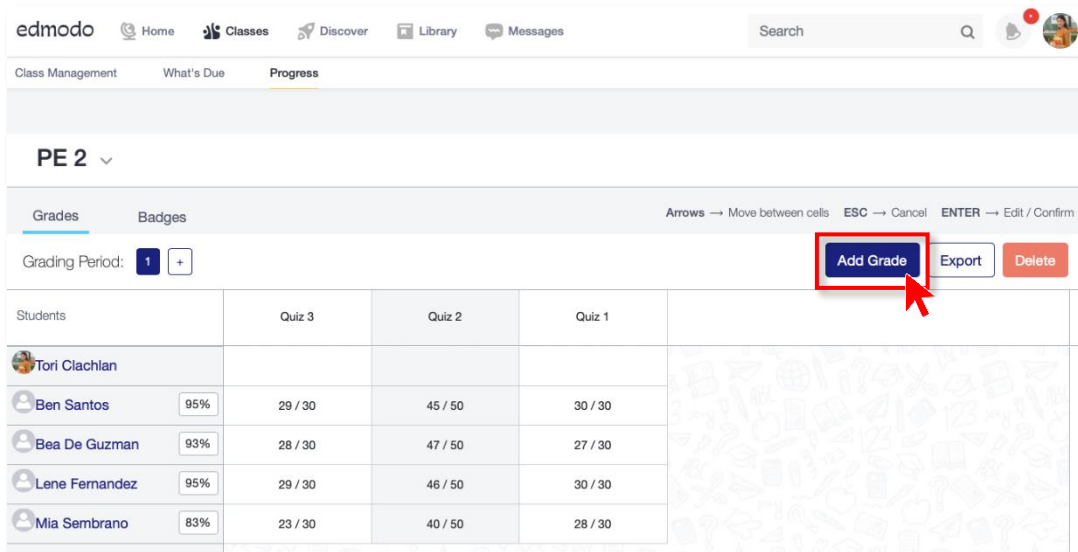
1. Open the  **Edmodo** app on your Windows device. Hover over  **Classes** in the toolbar at the top of the page until options are shown below in the toolbar. From the options, click on **Progress**.



2. A default class will open, but you can switch classes by clicking on the  button to the right of the class name at the upper-left portion of the page. A drop-down menu will appear from which you can choose the class whose records you want to view.



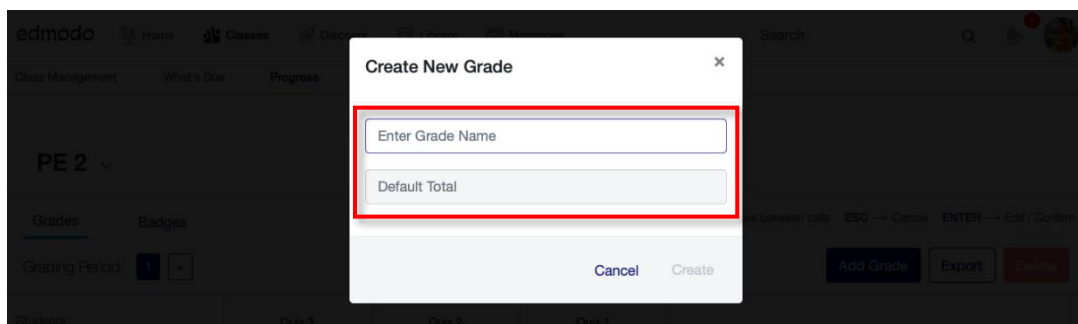
3. You can see all the students' assignments and quiz scores on this page. You can add their grades for work that they did not do on  Edmodo. Just click the **Add Grade** button. This will make a pop-up window appear.



The screenshot shows the Edmodo interface for a class named "PE 2". The "Progress" tab is selected, displaying a table of student scores for three quizzes. The "Add Grade" button is highlighted with a red box and a red arrow.

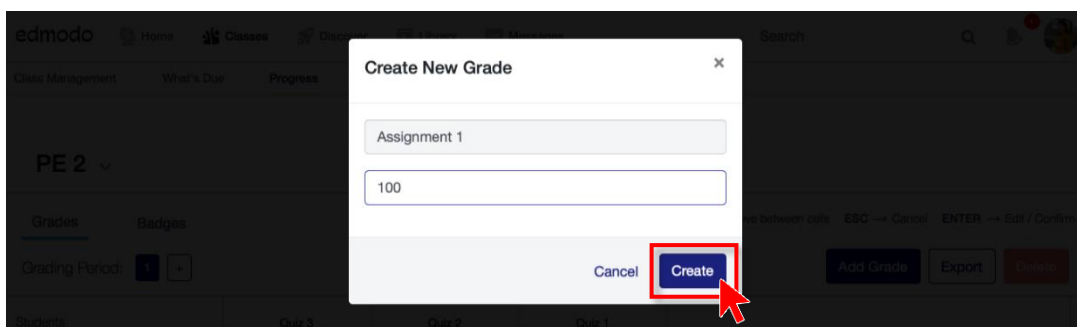
Students	Quiz 3	Quiz 2	Quiz 1
Tori Clachian			
Ben Santos	95%	29 / 30	45 / 50
Bea De Guzman	93%	28 / 30	47 / 50
Lene Fernandez	95%	29 / 30	46 / 50
Mia Sembrano	83%	23 / 30	40 / 50

4. Type what the grade is for into the **Enter Grade Name** field and the total possible score in the **Default Total** field.



The screenshot shows the "Create New Grade" pop-up window. The "Enter Grade Name" and "Default Total" fields are highlighted with a red box.

5. Once the details are entered, click the **Create** button on the lower-right corner of the window. This will add a column for the non-Edmodo work to **Gradebook**.



The screenshot shows the "Create New Grade" pop-up window. The "Create" button is highlighted with a red box and a red arrow.



- Click the cell for the grade of each student under the newly added column on the leftmost side of the table. This will make the grade boxes appear.

edmodo Home Classes Discover Library Messages Search

Class Management What's Due Progress

PE 2 ▾

Grades Badges Arrows → Move between cells ESC → Cancel ENTER → Edit / Confirm

Grading Period: 1 + Add Grade Export Delete

Students	Assignment 1	Quiz 3	Quiz 2	Quiz 1
Tori Clachlan				
Ben Santos	95% <input type="text" value=""/> / 100	29 / 30	45 / 50	30 / 30
Bea De Guzman		28 / 30	47 / 50	27 / 30
Lene Fernandez		29 / 30	46 / 50	30 / 30
Mia Sembrano		23 / 30	40 / 50	28 / 30

- Record each student's grade for the activity in that column. This will be added to **Gradebook**. Weighted average of students is shown to the right of their names.

edmodo Home Classes Discover Library Messages Search


Class Management What's Due Progress

PE 2 ▾


Grades Badges Arrows → Move between cells ESC → Cancel ENTER → Edit / Confirm



Grading Period: 1 + Add Grade Export Delete

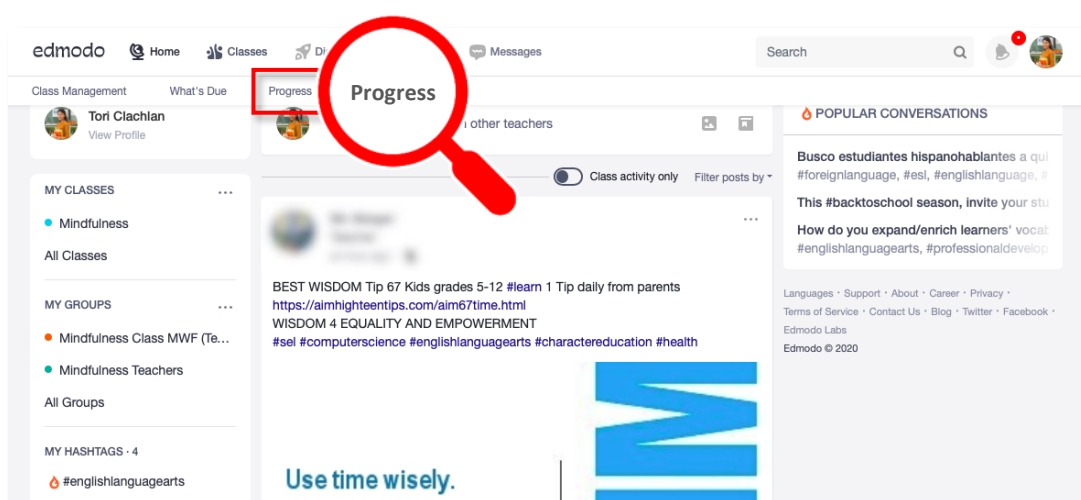
Students	Assignment 1	Quiz 3	Quiz 2	Quiz 1
Tori Clachlan				
Ben Santos	92% <input type="text" value=""/> 90 / 100	29 / 30	45 / 50	30 / 30
Bea De Guzman	97% <input type="text" value=""/> 97 / 100	28 / 30	47 / 50	27 / 30
Lene Fernandez	92% <input type="text" value=""/> 92 / 100	29 / 30	46 / 50	30 / 30
Mia Sembrano	89% <input type="text" value=""/> 89 / 100	23 / 30	40 / 50	28 / 30


Congratulations! You now know how to access and use **Gradebook** in an  Edmodo class using a Windows device.

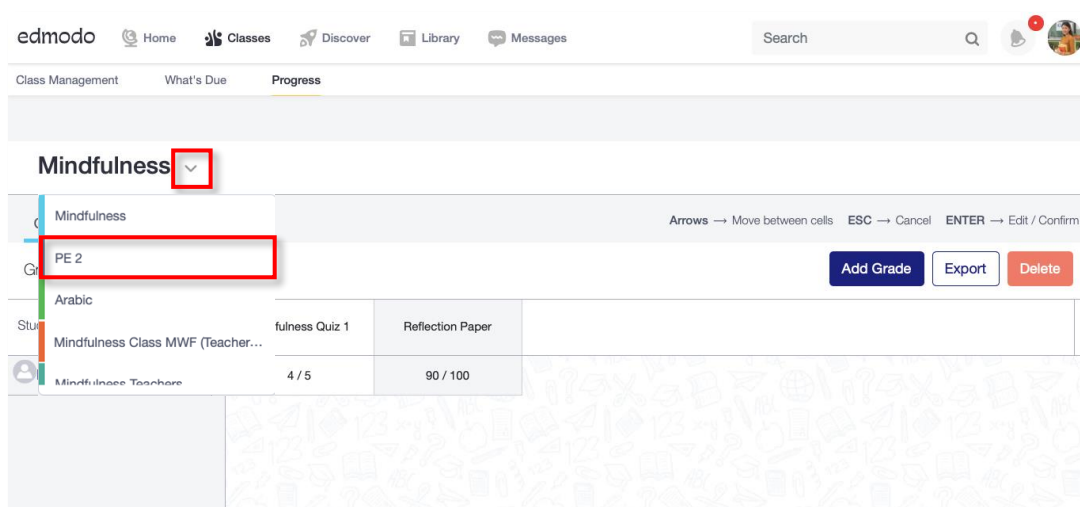
## How to Award a Badge

The  **Edmodo** Gradebook feature includes a special feature known as **Badges**. Badges can be awards given to students for outstanding accomplishments such as being the first to turn in an assignment. They can also be used to create learning pathways. Students who earn badges for accomplishing a basic task can be encouraged to pursue more complex tasks to continue enhancing their skills. Badges can be a means for recognizing students and encouraging them to continue their good behavior. Badges are easy to award on Edmodo and come in various designs. You can even incorporate badge use with your current class reward system. You can also award badges to groups. To award a badge, follow the step-by-step guide below.

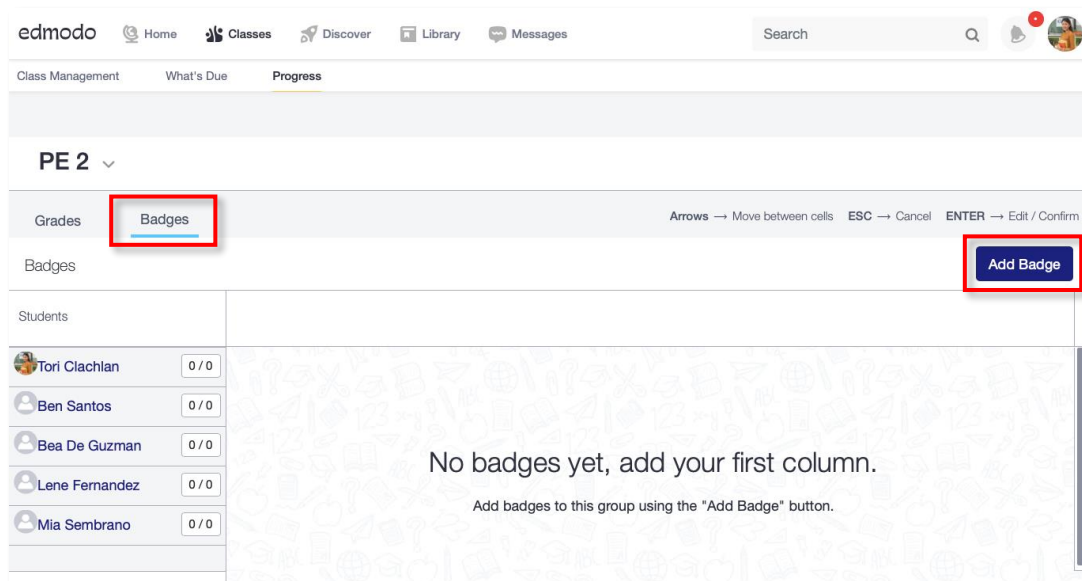
1. Open the  **Edmodo** app on your Windows device. Hover over  **Classes** in the toolbar at the top of the page until options are shown below the toolbar. From the options, click on **Progress**.



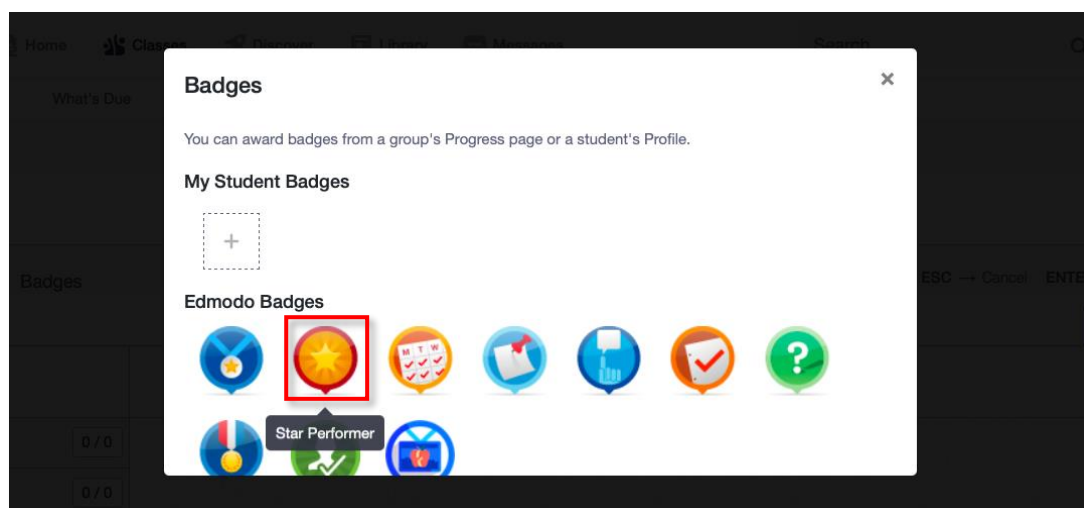
2. A default class will open, but you can switch classes by clicking on the  button to the right of the class name at the upper-left portion of the page. A drop-down menu will appear from which you can choose the class you want to open.



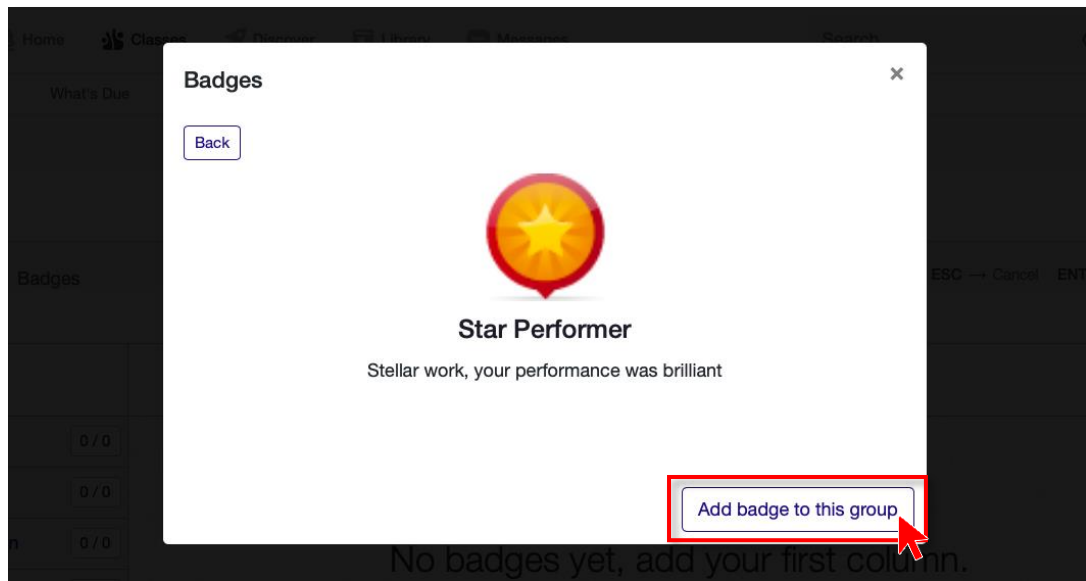
3. By default, the **Gradebook** is displayed. Click on the **Badges** tab to open this feature. You then click on the **Add Badge** button on the right side of the page, which will open a window from which you can create or choose badges to award.



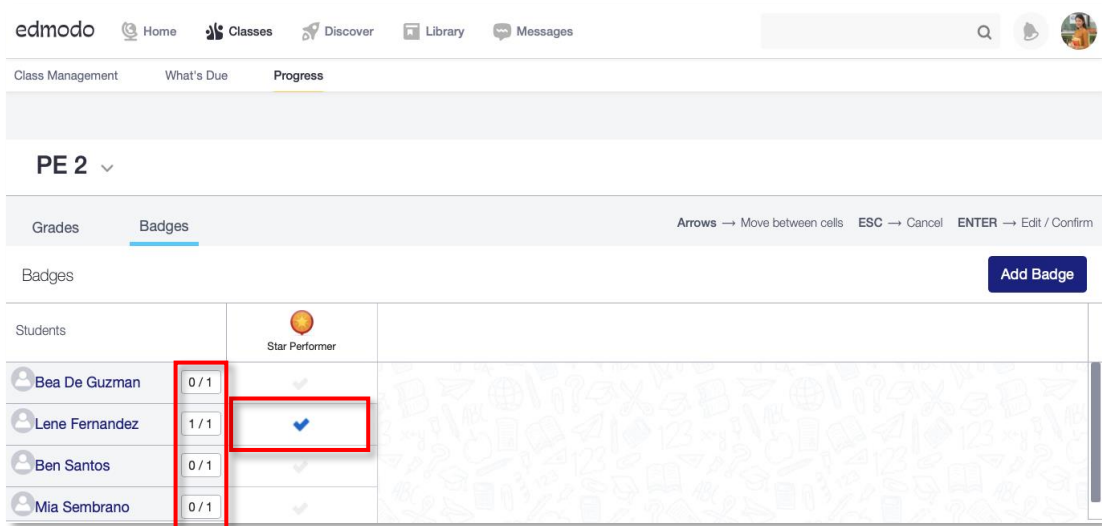
4. To see what each badge is for, hover your mouse cursor over it. Click the badge that you would like to add to the badges table.




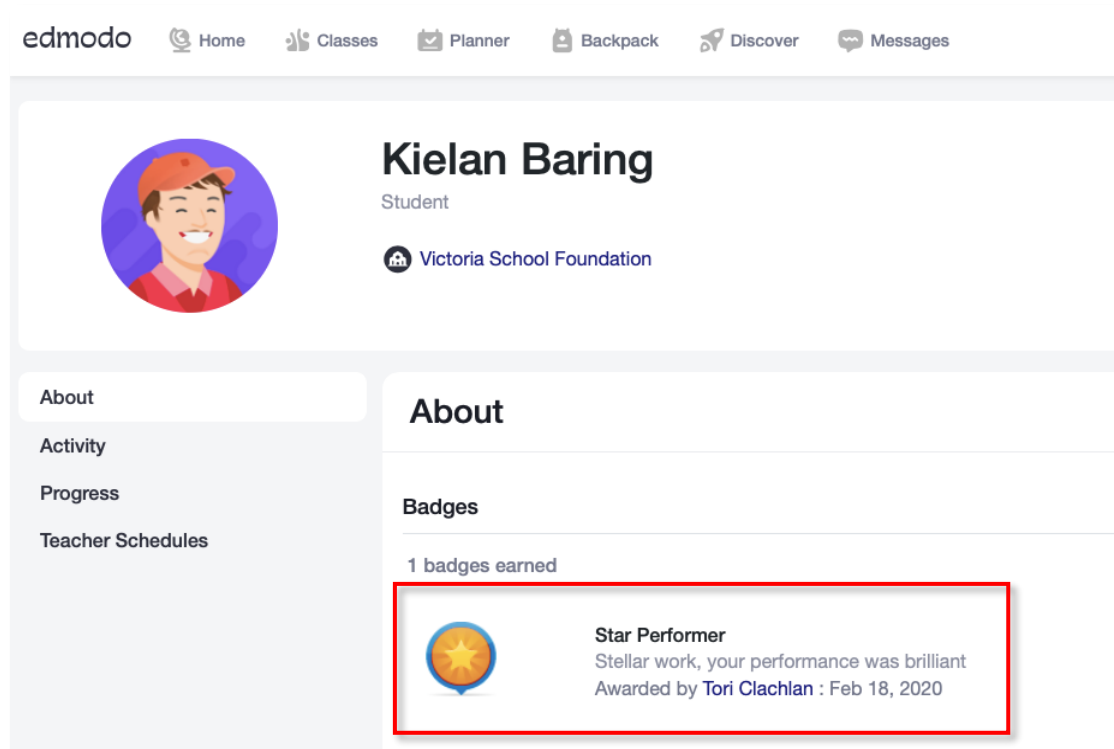
5. Click the **Add badge to this group** button. It will be added to the group's **Progress** page.



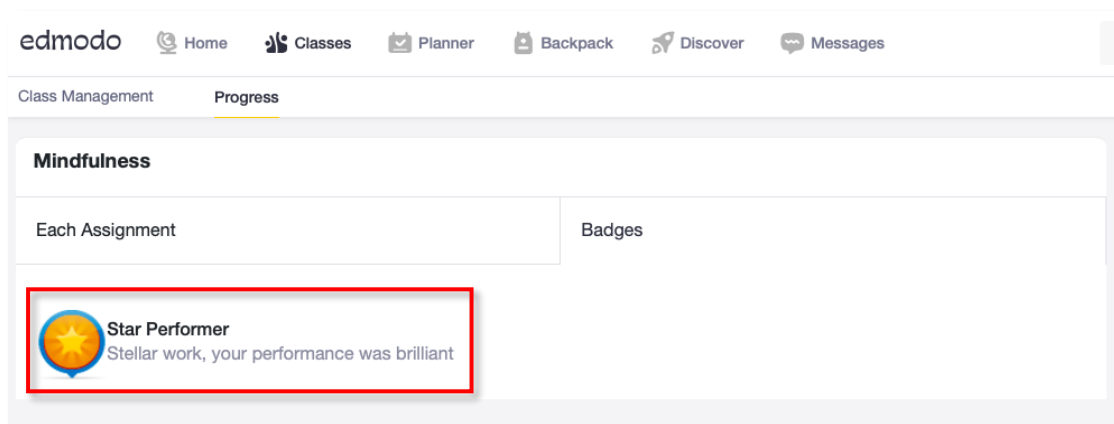
6. To award a badge to a student, click on the ☒ check button in the cell on the same row as the student's name under the badge's column. Note that the check mark ☒ will change to indicate that the badge has been awarded. You can track how many badges each student has on this page. Number of badges received by students are shown to the right of their names.




7. Awarded badges will also appear on students' profiles and in the progress tracker of their  **Edmodo** accounts.





The screenshot shows the Edmodo user interface. At the top is a navigation bar with links: Home, Classes, Planner, Backpack, Discover, and Messages. Below this is the profile of a student named **Kielan Baring**, identified as a **Student** at **Victoria School Foundation**. The profile includes a circular avatar of a boy with a red cap. On the left is a sidebar menu with options: About, Activity, Progress, and Teacher Schedules. The main content area has an 'About' section and a 'Badges' section. The 'Badges' section indicates '1 badges earned' and features a red-bordered box containing a 'Star Performer' badge. The badge icon is a blue circle with a yellow star. The text next to it reads: 'Star Performer', 'Stellar work, your performance was brilliant', and 'Awarded by [Tori Clachlan](#) : Feb 18, 2020'.




The screenshot shows the 'Progress' tab within a class management interface. The top navigation bar is identical to the previous screenshot. Below the navigation bar, there are tabs for 'Class Management' and 'Progress', with 'Progress' being the active tab. Under the 'Progress' tab, there is a section titled 'Mindfulness'. This section is divided into two columns: 'Each Assignment' and 'Badges'. The 'Badges' column contains a red-bordered box with the 'Star Performer' badge. The badge icon is a blue circle with a yellow star. The text next to it reads: 'Star Performer' and 'Stellar work, your performance was brilliant'.

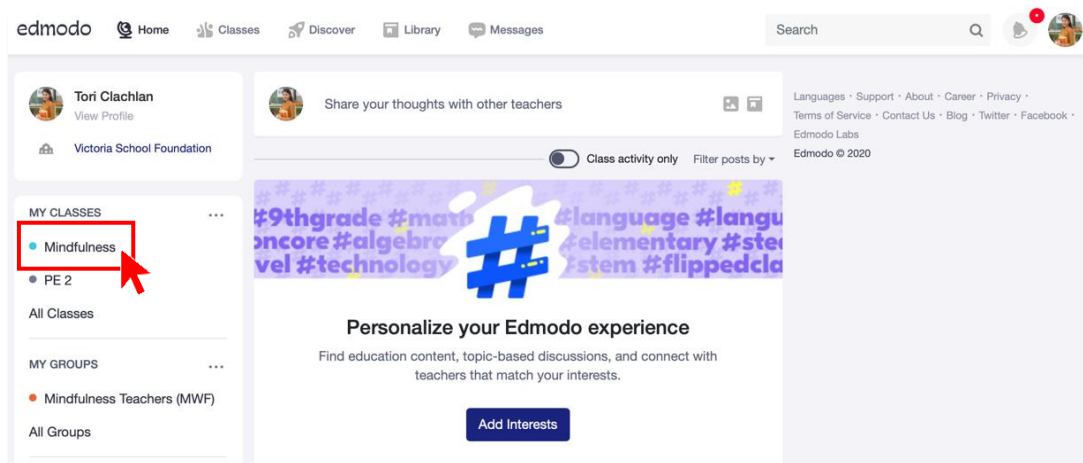
Congratulations! You now know how to award badges in an  **Edmodo** class.

## How to Post a Poll

A **poll** is a means to get quick anonymous feedback from students on  **Edmodo**. You can obtain valuable information from students via a poll. Instead of using precious class time and using paper and pencil or asking students to e-mail you their responses,  **Edmodo** lets you automatically create, conduct, and tally the results of a poll. You can also use a poll to get instant feedback at the end of each class to see if students learned something useful. While a poll is limited to sending multiple-choice questions, it is still a great way to get a general feel of how a class is doing while learning.

A poll can be scheduled for a later time so you can create them as soon as you develop a lesson plan. Ask students how comfortable they are with discussing a topic, for instance, so you can tailor your discussion accordingly. Responses are recorded in easy-to-read bar graphs for quick interpretation. Many students will appreciate the anonymous nature of polls, too, as they can freely give honest feedback. To create and interpret the results of a poll, follow the step-by-step guide below.

1. Open the  **Edmodo** app on your Windows device. On the **MY CLASSES** side bar, click on the class in which you intend to create a poll.



2. To begin creating a poll, type your message or question into the **Start a discussion, share class materials, etc...** field. Once done, click on **Create a poll** to add options.



3. Type the possible answers into the text fields. You can add a reasonable number of options by simply tapping on the **Add an option** button. Once all options are in, click on the **Post** button to send the message to the class.

The screenshot shows the Edmodo poll creation interface. At the top, the user's profile is displayed: **Tori Clachlan**, Teacher at Victoria School Foundation. Below the profile, the poll title is **Mindfulness** with a plus icon. The poll question is: "What day next week do you prefer to have our unit test? Please let me know by answering this poll. Thanks!". The poll options are listed in a table:

Option	Count
Monday	6/148
Wednesday	9/148
Friday	6/148

Below the options is a button labeled **+ Add an option**. At the bottom right, there is a blue **Post** button, which is highlighted with a red box and a red arrow pointing to it. Below the poll creation area, there are links for **Create a poll** and **Wellness Check**.

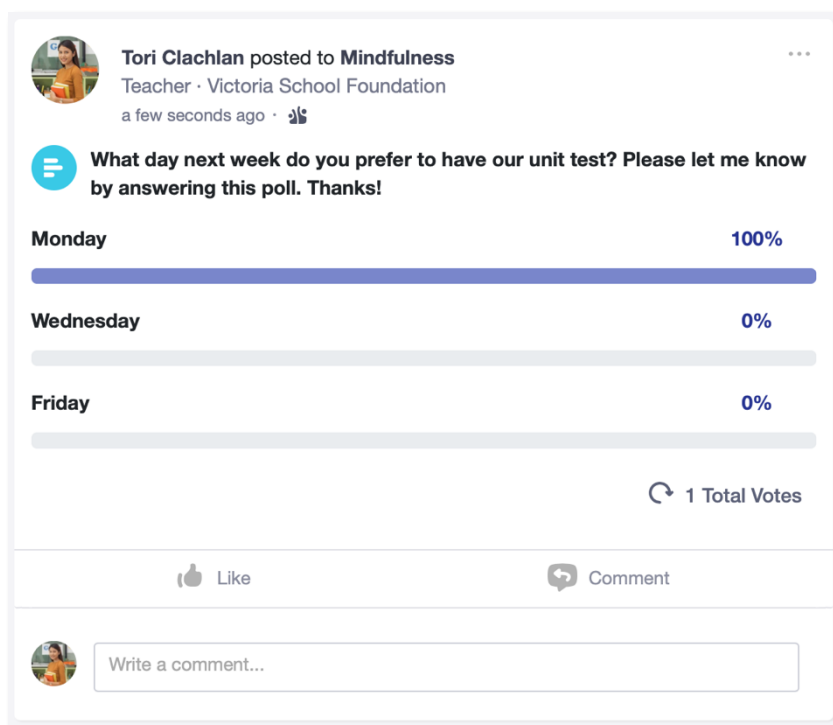
4. Ask your students to answer the poll by clicking the button next to their responses then clicking the **Vote** button. This will send their votes to you. You should see the current poll tally on the class' page.

The screenshot shows the Edmodo class page. The top navigation bar includes links for **Home**, **Classes**, **Planner**, **Backpack**, **Discover**, and **Messages**. The main content area shows a post from **Tori Clachlan**, Teacher at Victoria School Foundation, titled **Mindfulness**. The poll question is: "What day next week do you prefer to have our unit test? Please let me know by answering this poll. Thanks!". The poll options are listed with radio buttons:

- ☐ Monday
- ☒ Wednesday
- ☐ Friday

The **Wednesday** option is highlighted with a red box. Below the options is a **Vote** button, which is also highlighted with a red box and a red arrow pointing to it. At the bottom, there are buttons for **Like** and **Comment**. On the right side, there is a sidebar with **Upcoming** events, **Manage My Apps**, and links for **Languages**, **Support**, **About**, **Career**, **Privacy**, **Terms of Service**, **Contact Us**, **Blog**, and **Twitter**.

5. Congratulations! You now know how to conduct and see the results of a poll using 🍎 Edmodo.



## Discover Educational Resources on Edmodo

You should now be able to navigate many features of 🍎 Edmodo with increased confidence. Certainly, the new skills you have learned will help you automate some routine classroom tasks, such as grading quizzes, and make the learning process more varied by using digital technology. While all of this is impressive, you can still take things up a notch and do more with 🍎 Edmodo to further enrich your students' learning experience.

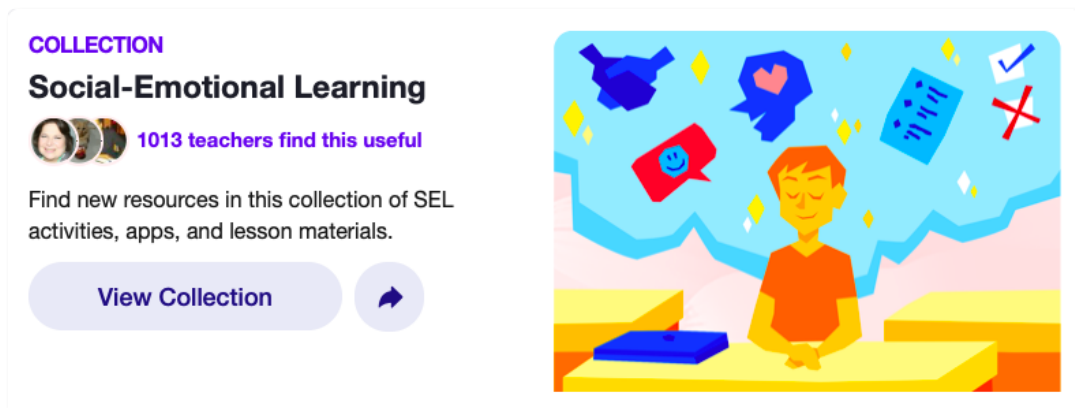
One excellent way 🍎 Edmodo can help you supplement some classroom activities of your students is through its collection of educational resources available for use, many of which are for free. A lot of these resources are shared by other teachers on the platform, but 🍎 Edmodo has a dedicated space both on the mobile app and the desktop version that serves as an active repository of fun, engaging, and very rich learning resources. This feature is called 🚀 Discover.

🚀 Discover lets you and your students gain access to educational games, high-quality activities, interactive apps, and student-focused news. All these resources are shared by the 🍎 Edmodo teacher community and trusted education partners. The resources are available and accessible to you without having to leave the app or the website. Also, just like other web resources that you find on the Internet, the ones on 🚀 Discover can be shared straight away to your students through your 🍎 Edmodo class.

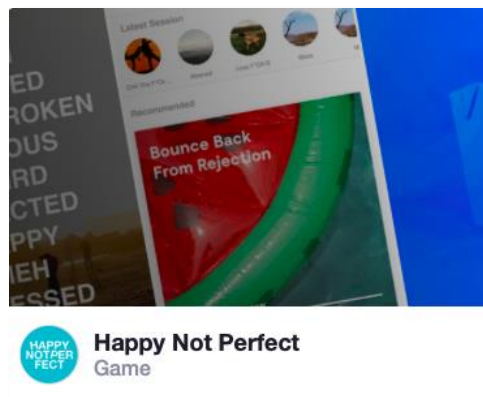
Resources on 🚀 Discover are divided into sections. At the time of writing this e-book, the sections are: (1) **Games**, (2) **Featured App**, and (3) **Student-Focused News**. The following are some resources that you can find in 🚀 Discover.



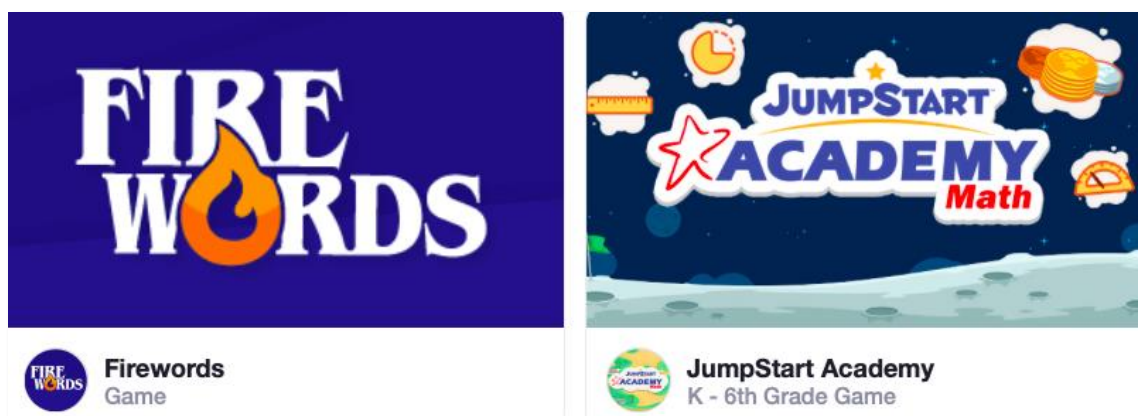
- A collection of **socio-emotional learning activities**.



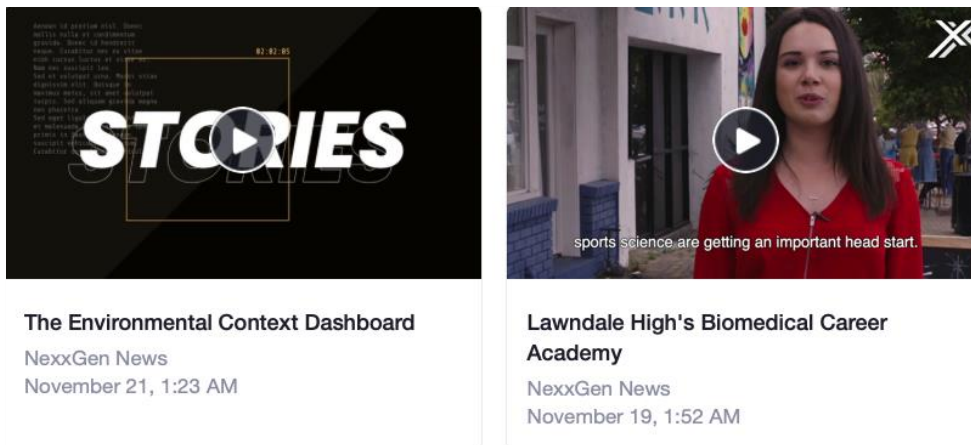
- Mindfulness activities on the app titled **Happy Not Perfect**.








- Educational games such as **Firewords** and **JumpStart Academy**.

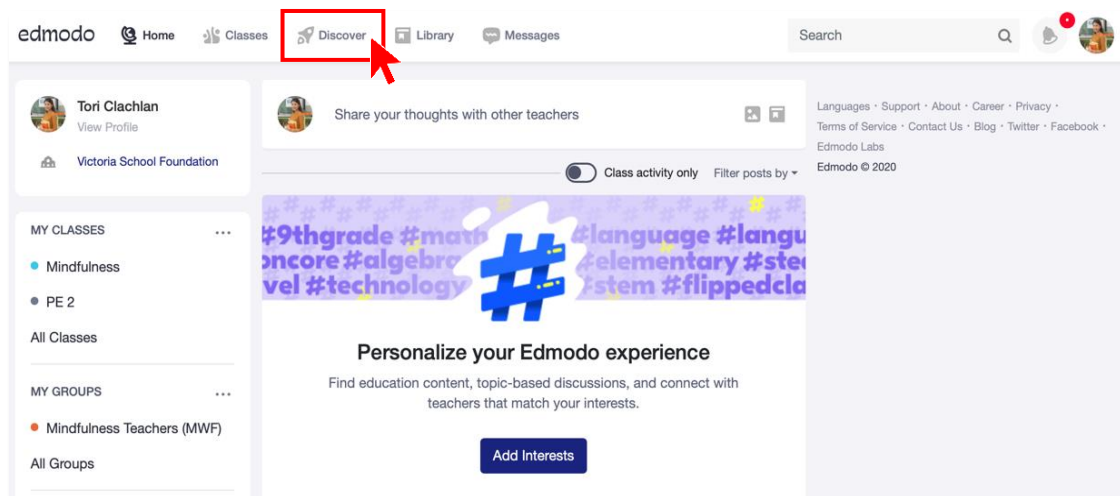


- News videos from **NexxGen News**.

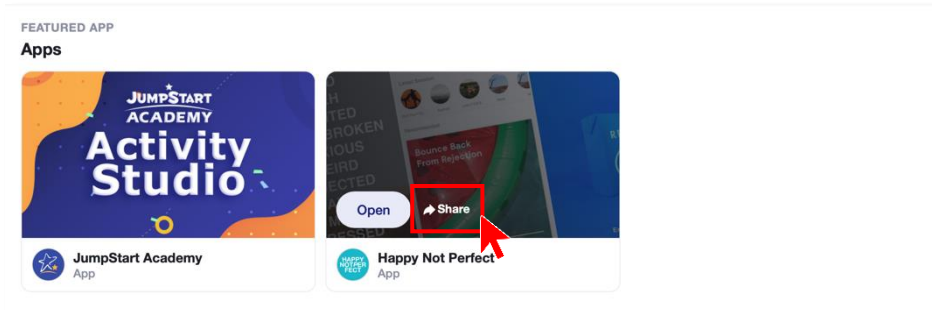


Now, go ahead and explore what  **Discover** has in store for you. Simply follow the step-by-step guide on how to access resources on  **Discover**.

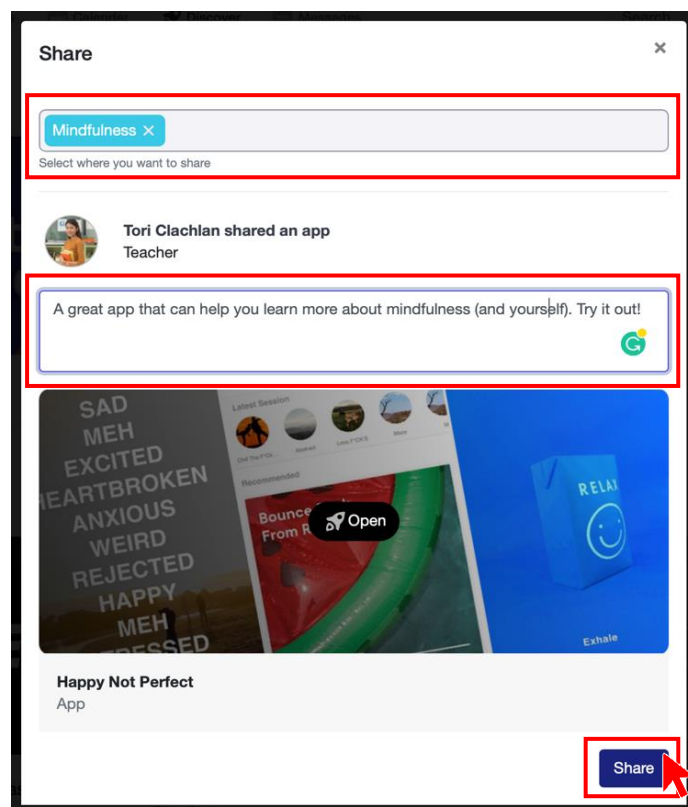
1. Open the  **Edmodo** app on your Windows device. Click on  **Discover** at the top of the page. Doing so will take you to the  **Discover** page.



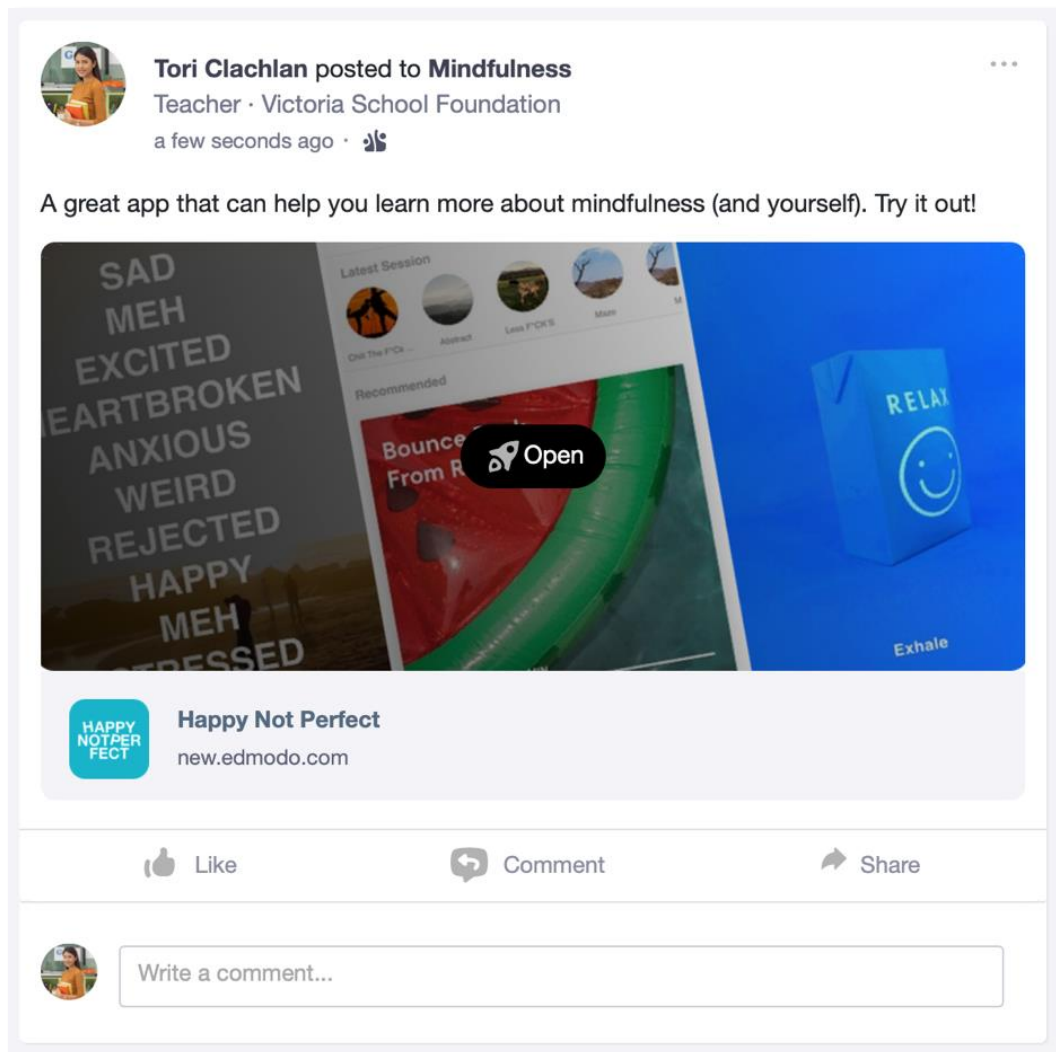
2. When you find an app that you find interesting, click on it to see a preview of its features. Apps and other resources that you find in **Discover** can easily be shared with your students or colleagues. Simply hover over the app on the 🚀 **Discover** page to reveal the ➦ **Share** button. Click on the **Share** button to forward the app to your students.






3. Select the class(es) and/or group(s) with which you want to share the resource that you found by clicking on the **Send to...** field. You can choose to add a message before sharing the resource. On the **Share post** page, type your message in the **Say something about this app...** field. Once done, click on **Share** to send the message.





4. Congratulations! You have explored 🚀 **Discover** and learned how to share a resource from 🚀 **Discover** with your class or group.



Expert users refer to those people who have already been using  **Edmodo** for teaching and learning activities and as a source of instructional materials. They also use their mobile devices as instructional tools. Users at this level will learn how to use  **Edmodo** to collaborate with others in their respective fields of expertise. They will also learn to use  **Edmodo** to promote higher-order thinking skills (HOTS) and to foster positive values among students.

## *How to Use Edmodo for Teaching and Learning*

On 15 August 2013,  **Edmodo** launched “EdmodoCon,” the world’s largest digital education conference for professional development with more than 25,000 teacher and administrator participants from 170 countries. “EdmodoCon” brought together  **Edmodo** users, ranging from beginners to experts, to share their thoughts and ideas, including best practices on using the platform for teaching and learning. From its founding, the conference has become an annual gathering for educators to share inspiring stories and practical strategies. The EdmodoCon 2019 in Miami, Florida centered on innovative strategies for socio-emotional learning, digital citizenship, and student engagement.

The following are some comments from the previous participants of EdmodoCon:

- **Vivienne Tuckerman from Australia:** “The most exciting thing I find about using Edmodo is its potential to connect my classes with others from both within my country and those overseas. I have participated in global classroom groups with classes and teachers from the US, China, Vietnam, and New Zealand. We have used small groups for different activities (e.g., polls and discussions, cultural Q&As) and within these groups, we share and comment as an authentic audience. Edmodo has really broken down the global wall for my small, rural school, and allowed my students a real connection with other cultures and other schools.

I make a lot of use of small groups in my private classes to differentiate projects and activities for my students. We can give each other positive feedback and criticism as well. Edmodo has been invaluable in promoting digital citizenship for my students, and an awareness of appropriate, but exciting, online participation.

Naturally, the quiz and assignment features, Backpack, and the ability to showcase student work for all the class to see are wonderful features of Edmodo, too. I love how groups can be archived and work brought out for later perusal, if necessary, how students can have quick access to work I post from home, and how they can participate while out of class.”

- **Kim McMonagle from Colorado:** “As Douglas County School District Director of Education Technology, we have several areas in which Edmodo is transforming teaching and learning. For the last couple of years, our leadership team has collaborated in an Edmodo group during district meetings. This has quickly transferred to creating school-level professional learning Edmodo communities and most importantly, collaborative learning opportunities for students. Edmodo is quickly becoming the premier social learning space for school leaders, educators, and learners to connect, create, and reflect.

In the classroom, learners are accessing information through media-rich visual content prior to class. In posts, they reflect, ask questions, ponder possibilities, and support peers with additional resources. As learners create their understanding of content, the posts become a reflection area to provide meaningful feedback, discussions, and provocative debates. With the addition of **Edmodo Discover**, it is easier than ever for an educator to curate engaging content to support differentiated learning. Edmodo is authentic learning at its best.”

- **Ana Maria Menezes from Brazil:** “I teach English to teenagers in Brazil, and Edmodo has been a valuable asset to learning. As we only have English classes twice a week, using Edmodo with students has been a way to further expose the learners to the language. Many times, we may believe beginner students cannot write in English, which in fact is a misconception. I normally alternate traditional homework with writing on Edmodo. Each week, I write an example text about myself using language learned that week, and for homework, I ask students to send a message to the whole group with a similar text about themselves, adding their own photos as attachments when appropriate. The benefits I have noticed are that they have the chance to express themselves in English from the start and learn a lot about each other by contributing to a good atmosphere in the classroom.”

Read more comments from “EdmodoCon” in “Teacher Stories: Using Edmodo in the Classroom.”



## Web Resources

Scan or click on the QR codes to access the linked resources

### Articles



*Teacher Stories: Using Edmodo in the Classroom*


C.M. Rubin



[www.educationworld.com](http://www.educationworld.com)


















*20 Ways to Use Edmodo (Teacher)*

[www.edmodo.com](http://www.edmodo.com)


In “20 Ways to Use Edmodo (Teacher),” Edmodo’s support blog suggests 20 ways for teachers to use  **Edmodo**. These include:

- **Assessment.** Utilize the  **Edmodo** quiz builder or poll feature to assess students’ learning during or after a unit of study.
- **Role playing.** Help students understand key historical and literacy events by reenacting them through role-playing activities on  **Edmodo**.
- **Peer reviews and critique.** Place students in small groups and have them post their work for peer review and feedback.

- **Writing projects.** Enable students to tap into individualism and build self-esteem by sharing their writing projects with one another on  **Edmodo**.
- **Build digital citizenship skills.** Enforce online etiquette guidelines for students when using  **Edmodo** to help them build digital citizenship skills.
- **Foreign language practice.** Encourage students to practice their language skills, as well as spelling and grammar, through conversations on  **Edmodo**.
- **Book clubs.** Organize a book group on  **Edmodo** to encourage students to read and discuss novels with one another.
- **Professional development workshops.** Set up an  **Edmodo** group for your next professional development workshop to enable teachers within your school to discuss ideas and share content before, during, and after it.
- **Cultural exchange projects.** Give students an opportunity to learn about other world cultures by connecting your classroom with classrooms around the globe via an  **Edmodo** group.
- **Sub-hubs.** Use  **Edmodo** to communicate with your students when you are out of the classroom or provide updates to those absent from class.
- **Backchannel discussions.** Inspire real-time discussions and extend learning beyond the classroom walls by hosting a backchannel on  **Edmodo**.
- **Science probes.** Promote discussions and bring more interaction to your science class by engaging your students with science probes in  **Edmodo**.
- **Mobile learning.** Integrate the  **Edmodo** mobile app into the class curriculum to make learning interactive anytime, anywhere.
- **Planning committees.** If you are planning a school play, the annual fundraiser, or next year's curriculum, create an  **Edmodo** group to help committee members collaborate.
- **Current events.** Help students stay up to date on the latest news by creating a small group called "current events" and leveraging the Rich Site Summary (RSS) feature to feed top news sources into the group.
- **Project-based learning.** Facilitate project-based learning in your classroom by leveraging  **Edmodo's** small-group feature.
- **Differentiated instruction.** Deliver differentiated content in your classroom using small groups and shared folders.
- **Professional learning.** Join an  **Edmodo** community to connect with other educators around the globe and share resources, exchange ideas, or get advice.
- **School clubs.** If you are part of a school club or a sports team, create an  **Edmodo** group to coordinate meetings, practices, and games, as well as post results.
- **Alumni groups.** After the school year ends, keep in touch with students and help them stay connected with one another by creating an  **Edmodo** alumni group.




For more ideas on using 🍎 **Edmodo** for teaching and learning, read the articles linked in the box below.




## Web Resources

Scan or click on the QR codes to access the linked resources

### Articles



*A Handy Guide to Everything Teachers Need to Know About Edmodo*  
[www.educatorstechnology.com](http://www.educatorstechnology.com)



*Teachers Using Edmodo to Stay Connected, Collaborate*  
[blogs.houstonisd.org](http://blogs.houstonisd.org)

## How to Use Edmodo in Class

When using tools such as social media in school, two main issues often arise. First, many schools block popular social media sites such as Twitter and Facebook out of concern for potential inappropriate use. Second, social media, while useful in connecting people, were not built to address educational needs. 🍎 **Edmodo**, however, is a platform that addresses both issues. Sometimes called “Facebook for school,” 🍎 **Edmodo** is a private, safe, and free social network that has several features specifically designed for teachers and students’ use.

As a teacher, you often think of ways to make your lessons relevant. Today, technology is ubiquitous, so it seems only natural that you use it in class. When you think about the new school year, what do you want your classroom community to look like? Keeping the future in mind is a good instructional and planning practice.

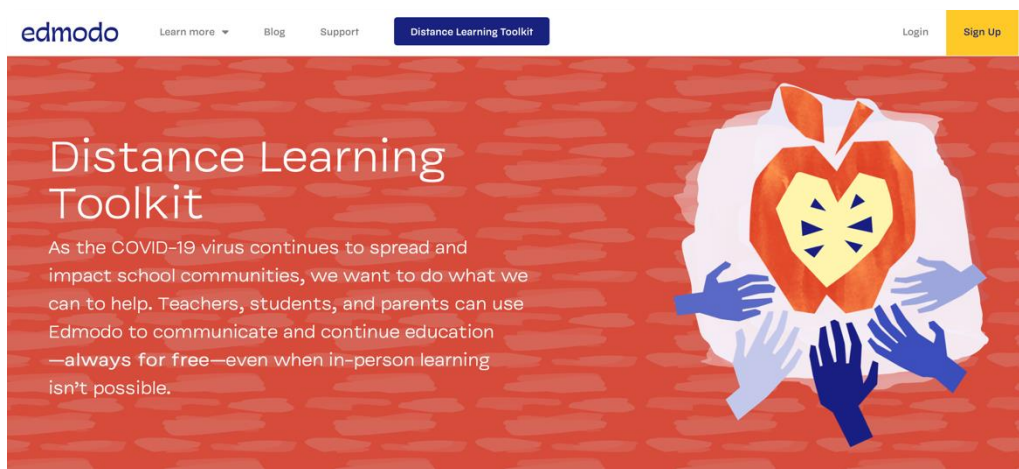
In a web article entitled “How to Use Edmodo to Create a Classroom Community,” Diane Quirk (2013) suggested the following ways to use 🍎 **Edmodo** to build a digital classroom community:

- **Create a group for your class.** There is no better way to create a community than by giving your students their own place to interact in. 🍎 **Edmodo** gives you the ability to create as many groups as you would like, whether you are an elementary teacher who wants to create groups for one class or a secondary or higher education teacher who needs multiple groups. Students need a code to join a specific group and since you are the owner, you will be able to control who becomes a member of any group. Each group is private, which means that only members can access them.



- **Use polls to gather feedback, opinions, and responses from students.** 🗳️ Edmodo's poll feature is easy to use. It is easy to set up and conduct a poll. You just need to ask a question and provide a list of possible answers then send it to a group. Since a poll can be scheduled, you can create one as you develop a lesson plan. A poll can be used to ask students questions about their homework, comfort level about discussing a certain topic, opinions on something they read, or thoughts on a concept they are learning about. Their responses are then turned into an easy-to-read bar graph for quick interpretation. Many students will appreciate the anonymous nature of a poll, too.
- **Use notes and replies to engage students in discussions.** We live in a world where most conversations take place online or via mobile devices. A note can be the beginning of a great conversation or discussion whether to motivate a student or explore both sides of an issue. Your students will have a means to engage in meaningful conversations about lessons, too.
- **Use quizzes for formative and summative assessment.** A quiz can be taken by one or more groups. With a variety of test types available, you will surely be able to gather data about your students' learning that you can use for lesson planning (formative) or to gauge how much they learned after a certain period of time (summative). Quiz results go right into **Gradebook** so you will be able to see briefly how your whole class is doing. The best thing about creating a quiz is that you can use it again as it is stored in the **Library**.
- **Think of assignments as a means to coach students for mastery.** Creating and grading an assignment is easy. There are other aspects of the assignment process that can benefit students, too. When they turn assignments in, they can also send you messages if they need clarification.

In the examples above, 🗳️ **Edmodo** is used to support classroom learning within the physical confines of the school. However, there are times when students and teachers may find themselves in a situation where learning can only continue and take place online in the safety of their own homes, as in the case of the COVID-19 pandemic which forced schools worldwide to suspend face-to-face learning. As a response, 🗳️ **Edmodo** launched a toolkit for distance learning which cannot only help teachers adapt to the situation but embrace technology as a crucial part of 21<sup>st</sup> century education. The toolkit consists of recorded webinars and reading materials on strategies to help ensure learning continuity. Head to the [Distance Learning Toolkit](#) page on the 🗳️ **Edmodo** website to check out the resources.





# Web Resources

Scan or click on the QR codes to access the linked resources

## Articles



*10 Reasons Why I Love Using Edmodo in My iPad Classroom*

Elashiry

[reflectionsofeducator.wordpress.com](http://reflectionsofeducator.wordpress.com)



*Social Media in the Classroom*

[lesliemaples.weebly.com](http://lesliemaples.weebly.com)



*The Global Search for Education: In Search of Professional Ethicists—Is Education a Profession?*

[cmrubinworld.tumblr.com](http://cmrubinworld.tumblr.com)



*Camp 21: Edmodo Field Guide*

[www.livebinders.com](http://www.livebinders.com)



*Why You Should Give Edmodo a Try*

[blog.web20classroom.org](http://blog.web20classroom.org)



*Flipped Learning Using Edmodo: An Innovative Approach to Education*

J. Wolfe

[www.jenniferwolfe.net](http://www.jenniferwolfe.net)



*21 Ways to Use Edmodo in Your Classroom*

[www.educatorstechnology.com](http://www.educatorstechnology.com)



*How to Use Edmodo in the Classroom*

[inservice.ascd.org](http://inservice.ascd.org)

## Presentations



*Promoting Communication and Collaboration Through Edmodo*

L. Pangburn

[www.prezi.com](http://www.prezi.com)



## Web Resources

Scan or click on the QR codes to access the linked resources

### Presentations



*TCEA 2012: Using Edmodo in the Classroom*

K. Munoz

[www.prezi.com](http://www.prezi.com)

### Videos



*Using Edmodo in the Class*

CADIE Rwanda

[www.youtube.com](http://www.youtube.com)






### Massive Open Online Courses




*Fundamentals of Using Edmodo for Social Media in the Classroom*

[www.alison.com](http://www.alison.com)

## ***How to Promote Higher-Order Thinking Skills (HOTS) and Impart Values Using Edmodo***

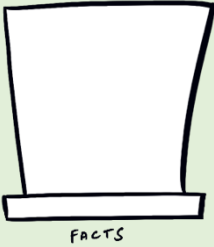

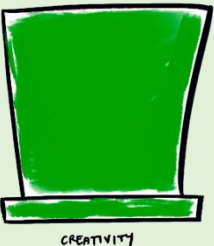

 **Edmodo** is a mobile technology tool that is fast becoming a favorite among teachers in developing Higher-Order Thinking Skills (HOTS). We have already provided some examples on using  **Edmodo** to enhance HOTS and other twenty-first-century skills teaching. Links to resources and testimonials on using  **Edmodo** were also provided as guide. You will soon realize that as you use  **Edmodo**, a lot of other teachers worldwide are willing to help and guide you become more adept at it. The sample strategies below can help you teach students HOTS via  **Edmodo**.


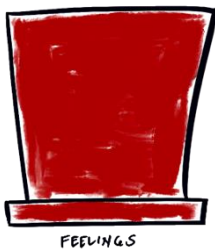
### **How to Use Edmodo with De Bono's Six Thinking Hats**

You can use  **Edmodo** combined with De Bono's *Six Thinking Hats*. *Six Thinking Hats* is a useful critical and creative thinking tool for group decision making and individual thinking. It is based on the premise that we can program our brains to think in a structured way, thus enabling us to develop strategies for thinking and making decisions about specific issues. According to De Bono, some of us differ in the way we think. There are those who would think from a rational and positive viewpoint and those who would consider problems and issues from the emotional, intuitive, creative, or negative viewpoints that make them resistant to change. There are also others who would look at problems from a pessimistic viewpoint or a very logical perspective that may make them highly defensive or suspicious that stifle their creativity or make them ignore their intuition.

With 🧑🏫 **Edmodo** as your learning tool, you can use the **Six Thinking Hats** to improve the decision-making process of your students and have them practice reflecting on their thinking process. Asking your learners to “wear” an individual hat color as you steer them toward the thinking process specific to that color enables them to more effectively think as well as more systematically plan their thinking process.

The following table shows the ‘*thinking state*’ each hat color represents although the colors are just metaphors:

Hat	Thinking State	Possible Outcomes
	<ul style="list-style-type: none"> <li>• Questioning</li> <li>• Seeking information</li> </ul>	<ul style="list-style-type: none"> <li>• Available information</li> <li>• Gaps to fill in or consider</li> <li>• Analysis of past trends and inferences from historical records</li> <li>• Other data or information gathered</li> </ul>
	<ul style="list-style-type: none"> <li>• Pessimistic, defensive, and cautious</li> <li>• Bad point judgment</li> <li>• Playing devil’s advocate</li> </ul>	<ul style="list-style-type: none"> <li>• Ideas that may not work and their reasons</li> <li>• Highlighted weak points</li> <li>• Flaws and risks involved prior to decision-making</li> <li>• Alternative approaches to counter potential risks and problems</li> </ul>
	<ul style="list-style-type: none"> <li>• Creative</li> </ul>	<ul style="list-style-type: none"> <li>• Possible creative solutions</li> <li>• Solutions accepted without or with little criticism of ideas and, if possible, positive criticisms only</li> </ul>
	<ul style="list-style-type: none"> <li>• Optimistic</li> <li>• Giving judgments based on good points</li> </ul>	<ul style="list-style-type: none"> <li>• Benefits and values of a decision</li> <li>• Good spirits are kept when things look gloomy</li> </ul>

Hat	Thinking State	Possible Outcomes
	<ul style="list-style-type: none"> <li>• Process control</li> <li>• Thinking about thinking</li> </ul>	<ul style="list-style-type: none"> <li>• Conclusions and decisions are arrived at using rationalization, logic, and intellect</li> <li>• Overview of the conclusions or decisions arrived at</li> <li>• Focus on “thinking” about the thinking (metacognition) rather than on the situation or process itself</li> </ul>
	<ul style="list-style-type: none"> <li>• Emotional</li> <li>• Instinctive</li> <li>• Intuitive</li> </ul>	<ul style="list-style-type: none"> <li>• Discussion on the affective aspect of the subject</li> <li>• Focus on hunches and gut-feels</li> <li>• Feelings are brought up, without the necessity for without any explanations</li> </ul>

#### De Bono's Six Thinking Hats

One way of using the **Six Thinking Hats** in 🗣️ **Edmodo** is to post a situation or a problem and ask students to make a decision or solve a problem. You can divide them into subgroups and assign them different hat colors for their thinking process. Here is a sample situation:

*You are planning an educational trip for your class. Instead of doing the planning yourself, you involve the whole class to arrive at a decision. You give them two options—going to a hill resort to learn more about tea cultivation or an island fishing village to see how fishermen make a living from catching fish. You provide the following additional information for them to work with—the hill resort is situated 200 kilometers away whereas the island is 100 kilometers away. However, to reach the island, they must take a ferry. You remind the class that your school has very limited funding for this activity although the school bus is available to take them to and from whichever venue they would choose.*

You may be surprised at the questions your students will come up with. Those assigned the white hat may ask, “Will the field trip be just a day or an overnight trip?,” “Will we be allowed to visit other places such as a cactus farm and a rose garden?,” or “Can we go out on a fishing boat to see how fishermen catch fish?”

Given the questions above, you need to guide your students as to what you expect as possible white hat outputs. Make them do some research or data gathering to come up with answers to their questions. Send them a note about this. Give them possible questions to ask such as “What are the available amenities in the hill resort?,” “Have there been previous field trips to it by classes from our school?,” or “What were their experiences and how do they rate the resort?”

There are many features that students and teachers can take advantage of to make the activity more engaging. For instance, the discussion of different options and points can be facilitated by the poll-taking feature of 🗳️ **Edmodo**. Students can easily and quickly get a sense of their classmates’ preferences. Reasons for their choices can be shared and explained in the poll’s comments section. Supporting materials such as pictures, audio recordings, videos, and reading materials can be posted on the group or shared via 📖 **Edmodo Library**. The discussion and key points can be summarized in a word document that can be shared later when the groups discuss together.

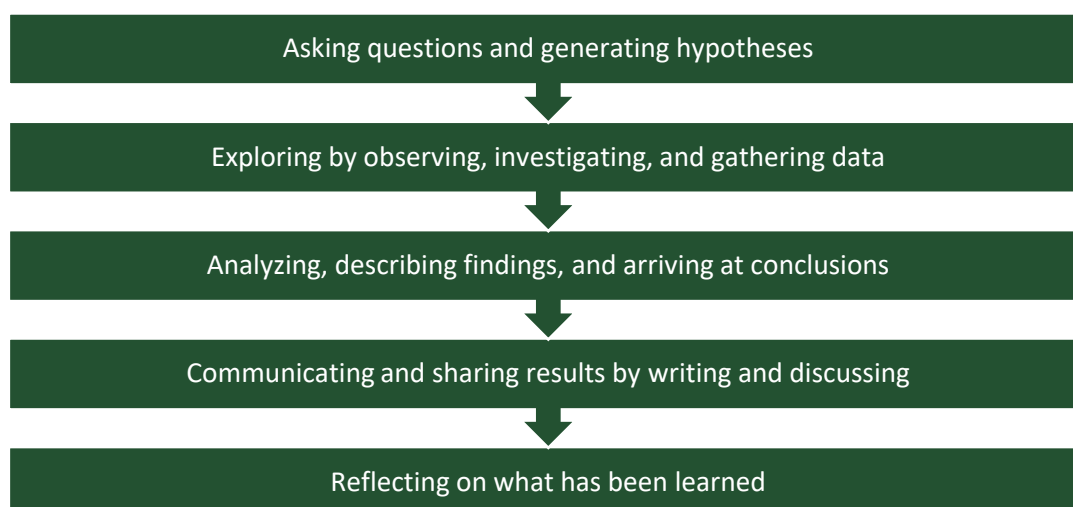
Encourage all groups to try out different functions of the platform to help them organize and liven up their discussions. As a culminating activity, ask students to share their experiences in thinking about the topic using the lens prescribed by the hat color assigned to them and how they made use of 🗳️ **Edmodo** in the process. After which proceed directly to the class discussion of the topic following the framework of De Bono’s Six Thinking Hats.

### How to Use Edmodo for Inquiry-Based Learning


Inquiry-based learning describes approaches to learning that are based on investigating questions, scenarios, or problems. The learning process involves students identifying and researching on issues and questions to develop their knowledge or find solutions. This learning method is beneficial for them because inquiry-based learning may result in improved learning skills and attitudes, allowing them to resolve questions and issues.

With 🗳️ **Edmodo**, you can train students to ask higher-order questions as an essential building block for inquiry-based learning. But first, you need to provide examples of such questions. You can use the following sample questions based on the Revised Bloom’s Taxonomy to trigger their interest and eventually guide them to frame their own questions.


An inquiry-based approach to learning involves the following steps:




HOTS Template Adapted from Manzo, AV and Manzo, UC (2000)

In your  **Edmodo** class, start by posting open-ended questions such as “Why are we experiencing climate change?” and “What possible actions can mitigate or reduce the effects of climate change?” then ask them to follow your lead. From the number of HOTS-based questions formulated, let them decide which to pursue using the inquiry-based approach. You can divide them into subgroups, asking each to choose a question to answer. As they progress, they can post their ideas and get feedback from peers, even from other classes.

In this approach, your role is to guide students to focus on their tasks. Because you can monitor group discussions, you can send them notes to guide them. Give them enough time for observation, investigation, and gathering data. Encourage dialogs within and among subgroups and welcome errors or mistakes. Errors lead students to reanalyze data and readjust their thinking. Allow groups to use the **Library** to access links and documents you stored. You can organize and tag resources for easy access.


 **Edmodo** latest version has **Backpack** where students can organize and store their own resources. **Backpack** acts as a student’s virtual flash drive that works like the **Library**. Students can store an unlimited number of files or links here and even link their Google Drive. They can attach items from **Backpack** to notes or assignments. Every upload is, however, limited to 100 megabytes (MB), even if the overall storage size is limited.


As a culmination, share the subgroups’ results. Let students be creative. They can send a note with their PowerPoint presentation as attachment. They can also expand their audience to include other classes, even those from other schools, by creating a **Join Code**. A **Join Code** is a code that  **Edmodo** automatically generates, which can then be shared with others so they can join a class. They can get feedback from all audiences. That way, they can become proud of their outputs.

Using the inquiry-based approach to learning helps you teach students to be curious. Curiosity is an aspect of essential motivation that has great potential to enhance learning. Fostering curiosity leads to exploration, engagement, positive self-assessment, self-determination, asking good questions, and believing that goals are attainable. Instilling curiosity in students encourages them to learn. When students are drawn by a new idea or situation and are compelled to further explore, they will be motivated.


## How to Use Edmodo for Collaboration and Communication



Collaboration and effective communication are twenty-first-century skills that students need to develop for both online and face-to-face interactions. However, getting students to effectively collaborate and work as part of a team is a constant challenge.






As a social network for education,  **Edmodo** is great for promoting collaboration and communication in a safe and secure platform. You can develop collaboration among your students by letting them work as part of a team. That way, they can master skills and content specific to subject areas. At the beginning of the school year, you can already assign students to groups and let them plan for larger projects aligned with your subject or special-interest activities such as scouting, music, or sports. You can also divide them into small groups for specific activities. What is important is that you can monitor or view their discussions. You can even let parents view these discussions. That way, even shy students whom you do not expect to contribute to oral discussions can actively participate.

You can also conduct “quiet discussions” by posting a question for students to discuss via  **Edmodo**. That way, you can keep the classroom quiet while giving your students a voice. You can also correct misspellings and grammar errors along the way.




As you monitor discussions and sharing, you can watch for inappropriate language or negative criticisms. You can immediately reprimand students through notes. Doing so will avoid putting students in an embarrassing position. Act as a facilitator guiding students to do the right thing.  **Edmodo** lets you be an example of appropriate online behavior and etiquette while giving students an opportunity to be the same in an environment you control.

In an  **Edmodo** blog “A Model for Student Communication and Collaboration,” Liz Castillo (2011) wrote about her experience in using  **Edmodo** to promote communication and collaboration:


- By using  **Edmodo** to create students’ personal learning networks, they take tremendous strides toward meeting and exceeding standards. They use  **Edmodo** to communicate with one another, share class data, and help each other on homework. The best part of their  **Edmodo** personal learning networks is that they often break the face-to-face social boundaries that sometimes hinder effective collaboration. They communicate and collaborate with peers that they would not normally interact with or, in some cases, people they never even met. They give positive feedback, encourage peers, and support one another.
- Prior to  **Edmodo**, students relied on the time they spend in class to communicate with one another. Students used e-mails, text messages, or other social networking sites to get in touch with their classmates. The advantage of using  **Edmodo** is that they can communicate with their teachers at the same time. They work more efficiently and are more willing to share documents and ideas with the whole group. This tool has really changed the classroom landscape. Today, students on their way out of class would say, “Meet me on Edmodo tonight.” The best part is that it is easy for you to track their progress and virtually meet with them when needed. This interaction often leads to greater understanding of content, effective collaboration, and better-quality projects and outputs.

## How to Use Edmodo to Provide Constructive Feedback

Constructive feedback or criticism refers to a valid and well-reasoned opinion about the work of others. It can either be positive or negative feedback delivered in a friendly manner. It is often difficult to tell someone that what he or she is doing is not right.

You can use  **Edmodo** to foster constructive feedback via notes. You can, for instance, attach a PDF of the story, “Who Moved My Cheese?” to a note for students. Have them read it then post their comments on the four characters. Tell them that they can give feedback but in a constructive manner. Ask them to relate the characters to their everyday lives. That way, they can learn to give and accept constructive feedback.



The following are ways to use  **Edmodo** to foster constructive feedback:

- Post an essay and ask students to post their feedback. You can ask them to rewrite the essay and upload their own version.
- Post a link to an article on a current issue that you read and ask the students to give their opinion on how it was written. You can ask them to focus on the positive aspects first then the negative ones. At the end of the task, have them summarize the comments and give suggestions on how the article should be written.
- Ask the students to take a picture of their communities and upload these to  **Edmodo**. Have them describe their communities by providing constructive feedback so they can improve.



## How to Use Edmodo with Thinker's Keys

Developed by Tony Ryan in the 1980s, Thinker's Keys is a set of questions or task starters presented as keys that aim to unlock the analytical, critical, and creative-thinking abilities of students. Today, this thinking tool is still considered relevant in facilitating learning as a form of enquiry, enabling students to link with prior learning, applying learning to new contexts, advancing key competencies of thinking, promoting innovation and curiosity in students, and acting as a form of support and challenge as students develop HOTS.

Thinker's Key	Justification	Descriptor
WHAT IF key 	<ul style="list-style-type: none"> <li>• Good introduction for an area of study</li> <li>• Taps into a learner's knowledge base</li> <li>• Generates innovative ideas</li> </ul>	<ul style="list-style-type: none"> <li>• Pose virtually any what-if question that may be serious or silly</li> <li>• Ask learners to post comments and stir them toward discussion</li> </ul> <p><b>Example:</b> What if the sun suddenly stopped shining?</p>
RIDICULOUS key 	<ul style="list-style-type: none"> <li>• Expressions such as "It's ridiculous" often prevent the development of many excellent ideas</li> <li>• Teach learners to use expressions to justify, substantiate, and make case reports</li> </ul>	<p>Make a ridiculous statement, post it on Edmodo, and ask learners to make a case to support it</p> <p><b>Example:</b> On the issue of pollution: "The government should buy a brand-new car for every taxpayer every five years."</p>

Some Thinker's Keys that you can use in your Edmodo class

There are many other Thinker's Keys that you can use to trigger 🗣️ **Edmodo** discussions, case reports, assignments, and others to enhance your students' higher-order thinking and twenty-first-century skills. As you become more familiar with using 🗣️ **Edmodo** in class, your tasks transform to that of managing and facilitating, as well as developing HOTS and positive values in your learners.

## How to Use Edmodo for Project-Based Learning

Undertaking project-based learning is a challenge for most teachers. 🗣️ **Edmodo** can be an effective tool in facilitating project-based learning in class. It allows collaboration, as students can work in small groups to conduct investigations and complete projects. 🗣️ **Edmodo** lets students form teams and openly communicate about projects. Project-based learning facilitates students' continuous acquisition of skills and knowledge while you observe their contributions. As students work on projects, they produce sub-projects such as blog posts, posters, or research results for further investigation. They can post these as slideshows or reports while still working to complete their overall task.

Project-based learning also encourages students to connect with the local and global communities as they work on real-world problems and projects. 🍎 **Edmodo**, as a private and secure learning platform that you control, also allows you to invite experts worldwide to become temporary group members. Alternatively, students can send their questions to experts as posts and await feedback.

Another advantage in using project-based learning is that it empowers students to work independently and interdependently. Projects are completed because students set goals per lesson and reflect on their own learning. This is done by allowing students to add their learning goals at the beginning of each lesson by letting them directly send posts to their teachers. At the end of the lesson, they reply after reflecting on whether they achieved their goals or not and why. You then know who were not able to achieve their goals and be able to address them in the next lesson or provide additional activities.



An example of a project-based learning question has to do with solving a metro traffic situation. Students can access resources that you already compiled in the **Library** as they work in teams to solve the problem. They can also connect with experts (you can invite some to join the group) and other community members. They can present simulations of possible solutions and ask the experts' opinions. You can search for more ideas that other teachers from all over the world compiled on 🍎 **Edmodo**.

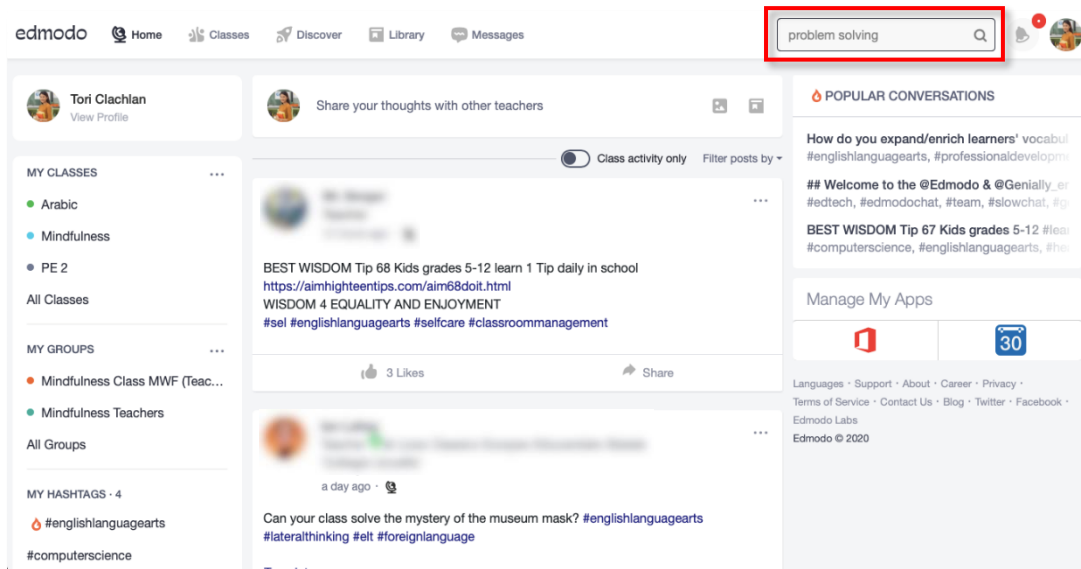
### How to Use Edmodo for Problem Solving

Problem-based learning is a student-centered pedagogy where they learn about a subject through problem solving. Problem-based learning helps students develop flexible knowledge, effective problem-solving skills, self-directed learning, effective collaboration skills, and motivation. In problem-based learning, students are engaged in solving a complex and challenging problem and collaboratively work to come up with a solution.

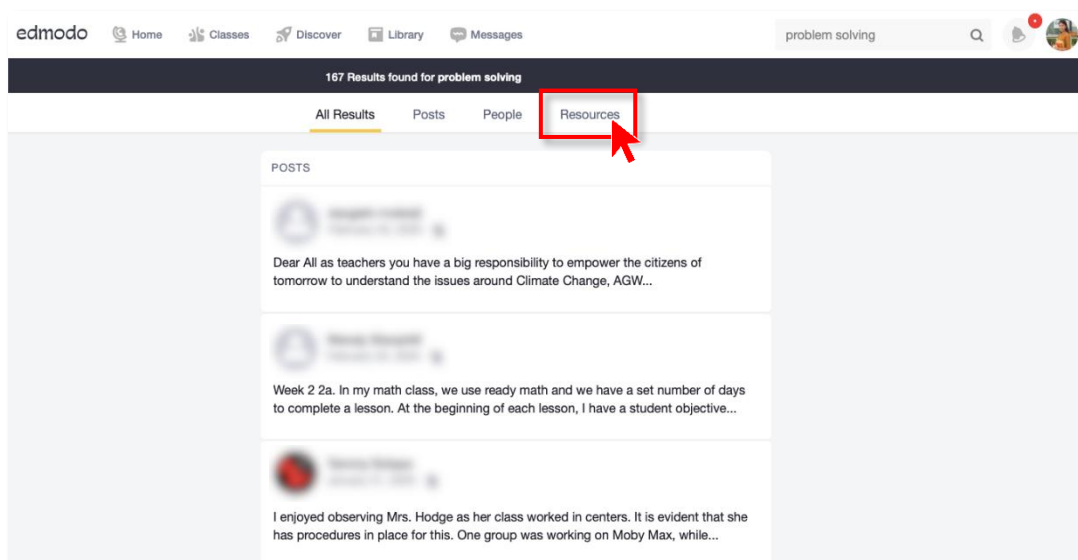
A problem is any situation where you have an opportunity to make a difference and make things better. Problem solving refers to converting an actual current situation (the NOW state) into a desired future situation (the GOAL state). Whenever you creatively and critically think of ways to improve a community's quality of life, you are actively involved in problem solving. A motivated student can, for instance, adopt the problem-solving approach to personal education by imagining the benefits of improved personal knowledge and skills on his or her future.

Problem-solving-related teaching materials are available on 🍎 **Edmodo**. These have been used by teachers all over the world. Some may prove useful for your class. To access problem-solving teaching materials, follow the step-by-step guide below.

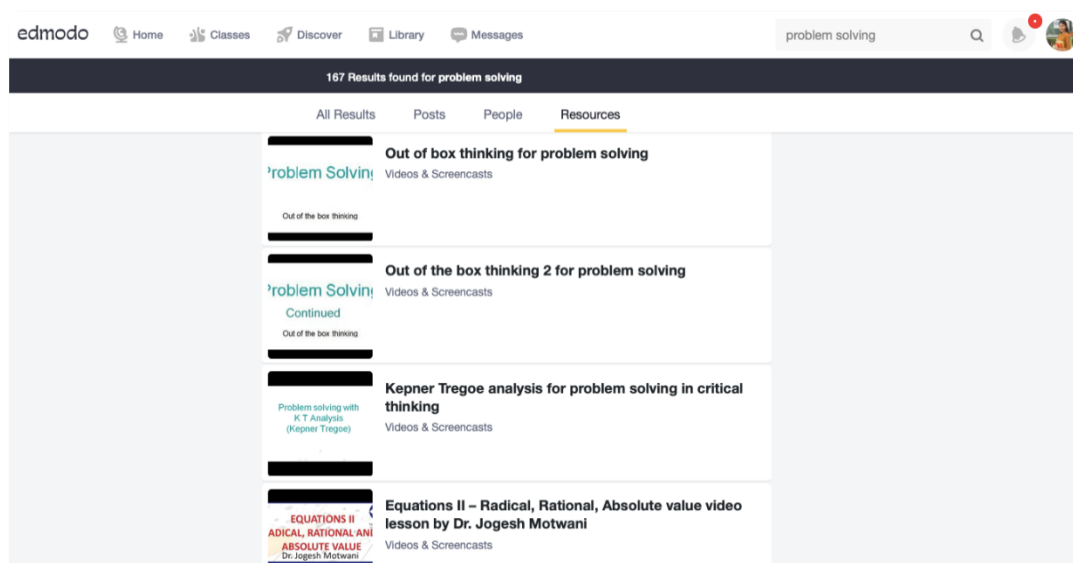
1. Log in to  **Edmodo** on a PC. Type “problem solving” into the  field, and then push the enter key on your computer keyboard.




2. All results are shown by default. Click on the **Resources** tab to limit the results to all related learning materials.



3. Look for teaching materials that you can use. Click links to access and/or download resources.



Congratulations! You now know how to search for resources on  **Edmodo** using a Windows device.



## Web Resources

Scan or click on the QR codes to access the linked resources

### Article



*The Global Search for Education. Wanted: Collaborative Problem Solvers!*

C.M. Rubin

[www.medium.com](https://www.medium.com)

## How to Use Edmodo for Critical Analysis

Critical analysis is another important higher-order thinking skill that students need in the twenty-first century. It involves questioning, evaluating, comparing, making judgments, drawing inferences, problem solving, and developing arguments supported by evidence. This skill is most useful in assessing conflicting information, asking questions about different aspects of a topic, reading about different viewpoints, forming one's opinions, looking at options, evaluating considerations, checking whether assumptions are valid or not, and detecting bias, among others. Even in their daily lives, students are constantly barraged with voluminous information or data that may confuse them. They should be able to question and evaluate information, look at the big picture in context, and determine the accuracy of content.

Critical analysis also involves examining an article or other work to determine how effective they make an argument or a point. These reviews are usually applied to articles or books, but critical analysis can also be applied to films, paintings, and other less-traditional work. Its purpose is not just to inform but also evaluate the worth, utility, excellence, distinction, truth, validity, beauty, or goodness of something. Its focus should be on the overall ability and effectiveness of a piece of work.

Your role as a learning facilitator is to develop students' capacity to use reason as they formulate opinions and decisions based on what they already know and learned from others, including research. With 🗨️ **Edmodo**, this task becomes much easier to facilitate. You can, for instance, let your students listen to the broadcasts of current issues or headlines. Let them listen to several networks on the same issue as well as read newspapers. Then ask them to comment on the issue based on their critical analysis on 🗨️ **Edmodo**. Allow them to discuss what their stand is and exchange opinions with their classmates. You can see all their posts and prompt them to be reflective and deconstruct complex ideas to come up with a critical analysis. Let them have a "silent" debate as another activity. What is important is that you develop in them the ability to not just be informed, but also evaluate various aspects or dimensions of an idea or an issue. Critical analysis focuses on examining the overall validity, usefulness, and effectiveness of something. Ask students to post notes containing their own individual critical analyses of certain issues as a culminating activity.

### How to Use Edmodo for Creative Thinking

Creativity can mean different things to different people. For some, it means being imaginative or inventive, taking risks, or challenging conventions. For others, it is about original thinking or producing something that no one else has come up with. Research shows that there is no specific personality type associated with creativity. It is possible to be creative in any activity that engages intelligence because intelligence itself is essentially creative. Creative processes are rooted in the imagination and our lives are shaped by the ideas we use to give them meaning. We all have creative capacities but, in many instances, we do not know what they are or how to draw on them.

In recent years, researchers and educational writers have extended the general meaning of creativity to incorporate ideas about inventiveness and imagination. This reflects a growing acceptance that creativity is not simply about coming up with big ideas, but practical solutions to everyday problems then applying them to real-life situations.

To foster creative thinking, encourage students to laterally think and make associations between things that are not usually connected. They must be able to understand and apply learning in new contexts, look at things from different points of view, and experiment with alternative approaches to solving problems.

With 🗨️ **Edmodo**, you can hone students' creative thinking skills. By providing them engaging activities, students learn to express their ideas in creative ways. By setting up small groups, you can create assignments and collaborative projects that trigger points of inquiry, develop self-confidence, and open their minds to imagine and discover new possibilities.

Take a look at the following examples on using 🗨️ **Edmodo** to foster creativity:

- Upload a copy of the story, "Jack and the Beanstalk," in parts, for instance, to 🗨️ **Edmodo**. Ask students what they think will happen next or how the characters are feeling in the story in-between uploads. Get them to develop the habit of making educated guesses. When the story is finished, ask a few what-if questions. Give them a chance to speculate and create their own stories. Ask, for instance, "What would have happened if Jack was not able to plant the beans?" or "What would have happened to the giant?"

- Give students access to apps such as StoryLines, GoAnimate, and Pixtonto so they can demonstrate their learning in more creative ways. Provide them videos and links that they can safely view, too. This will make them more engaged because you created a climate that is conducive for developing creativity.

Using the apps, let them illustrate the stories after asking questions such as “What would have happened if Jack was not able to plant the beans?” or “What would have happened to the giant?” Divide them into two groups and have each group answer one question. You will be surprised to see that they can create things beyond your expectations.

- Post a note with a topic to trigger a brainstorming. Set some rules such as not using foul language, respecting others’ opinions, not giving negative comments, and so on. Tell students that the more ideas they can contribute, the better. Ask challenging questions so you can exercise their minds by thinking deeper, being more reflective, and being creative. Push them to the limit. Use what-if questions such as “What if every citizen, 10 years old and above, is required to pay taxes?”

At the end of the week, harvest student posts. And, on the last day, let them see their ideas. Let them process these by grouping similar ideas together. There are no right or wrong answers. What is important is that you stimulated their minds to generate new, creative, and thought-provoking ideas.

For more ideas on using 🍎 **Edmodo** to teach values, HOTS and other 21<sup>st</sup> century skills read the following articles:



## Web Resources

Scan or click on the QR codes to access the linked resources

### Articles



*Higher-Order Thinking/Real-World Connections*

D.A. McDougall

[docsflippedclassroom.weebly.com](https://docsflippedclassroom.weebly.com)



*Fostering Online Discussion Boards Through Edmodo*

[www.commonsense.org](http://www.commonsense.org)

## How to Use Edmodo for Personal and Professional Development

👤 **Edmodo** allows for a social constructivist learning experience. It allows teachers, administrators, students, and parents to interact with one another to bring learning beyond the knowledge of any participant. The process can be initiated and facilitated by teachers by asking questions, creating context, and providing information as needed to generate interest. The skills you have learned from [Chapter 3](#) in setting up an 👤 **Edmodo** group and inviting participants are especially useful here. An 👤 **Edmodo** group is one venue in the digital space that you can create to engage fellow teachers in activities for peer learning, knowledge sharing, and support. This also provides you the opportunity to reinforce what you have learned in this book by actively using the features of the platform to expand your learning network and encourage your professional growth.

👤 **Edmodo** can be part of your personal and professional learning network (PPLN). It will allow you to go beyond the isolation of your classroom and traditional school hours and engage in professional discourse anytime. It will let you contribute to and learn from discussions with colleagues from around the world; share best practices, learning resources, and ideas; and engage in collaborative reflections and discussions. Browse the MT4T e-book [\*An Introduction to Teachers' Personal and Professional Learning Networks for 21<sup>st</sup> Century Learning\*](#) to learn more.



### Web Resources

Scan or click on the QR codes to access the linked resources

#### e-Book



*An Introduction to Teachers' Personal and Professional Learning Networks for 21st Century Learning*  
[www.seameo-innotech.org/mt4t](http://www.seameo-innotech.org/mt4t)

“Professional Development Powered by Edmodo”<sup>3</sup> pointed out several approaches for which teachers and school leaders can use 👤 **Edmodo**, including:

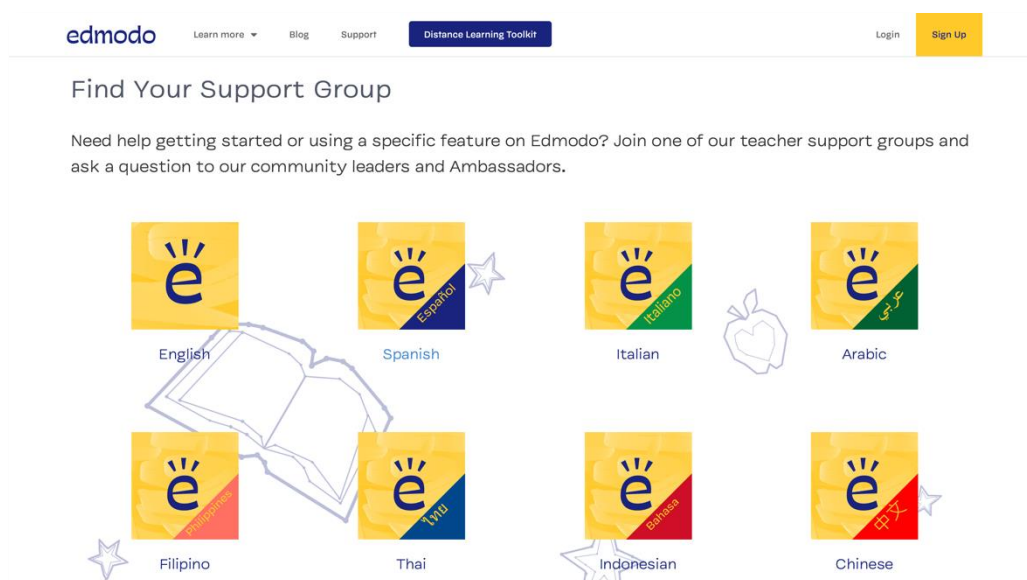
- using 👤 **Edmodo** to model twenty-first-century skills,
- introducing educators to integrating technology in context,
- sharing interesting resources and posting discussion questions to start online conversations among teachers and fellow educators,
- posting a poll, a quiz, or a note asking teachers or school leaders to share prior knowledge,
- using assignments, polls, or quizzes to check students' understanding and identifying next steps to support them, and
- keeping learning and collaboration going by inviting participants to continue asking questions and sharing ideas while students implement what they learned.

<sup>3</sup> Getting Smart. 4 October 2013. “Professional Development Powered By Edmodo.” Retrieved from <https://www.gettingsmart.com/2013/10/professional-development-powered-edmodo/> on January 14, 2020

“Edmodo for Teacher Professional Development: A Case Study”<sup>4</sup> mentioned how teachers can use. 🍎 **Edmodo** for professional development. 🍎 **Edmodo** is a tool to manage classes and for professional development. Its benefits as a tool for professional development include:



- **Social construction of learning.** 🍎 **Edmodo** allows for a social constructivist learning experience, allowing teachers and administrators to interact with one another, thus bringing learning beyond the knowledge of any one participant. The process can be facilitated by teachers and administrators who can ask questions, create context, and provide information as needed.
- **Long-term learning.** 🍎 **Edmodo** allows for professional development to be sustained over time with the help of the **Library**, which keeps resources organized.
- **Encourages discussion and dissent.** Doug Reeves suggested that administrators must “engage and honor skeptics, making clear that the best leaders value dissent that is rooted in rational skepticism and open-minded inquiry.” 🍎 **Edmodo** allows for open conversation, discussion, and even skepticism. Teachers can engage with one another to make meaning and administrators can learn from discussions, changing course and goals as needed.
- **Support.** The 🍎 **Edmodo** help site is an amazing collection of videos and text support for all levels of learners.

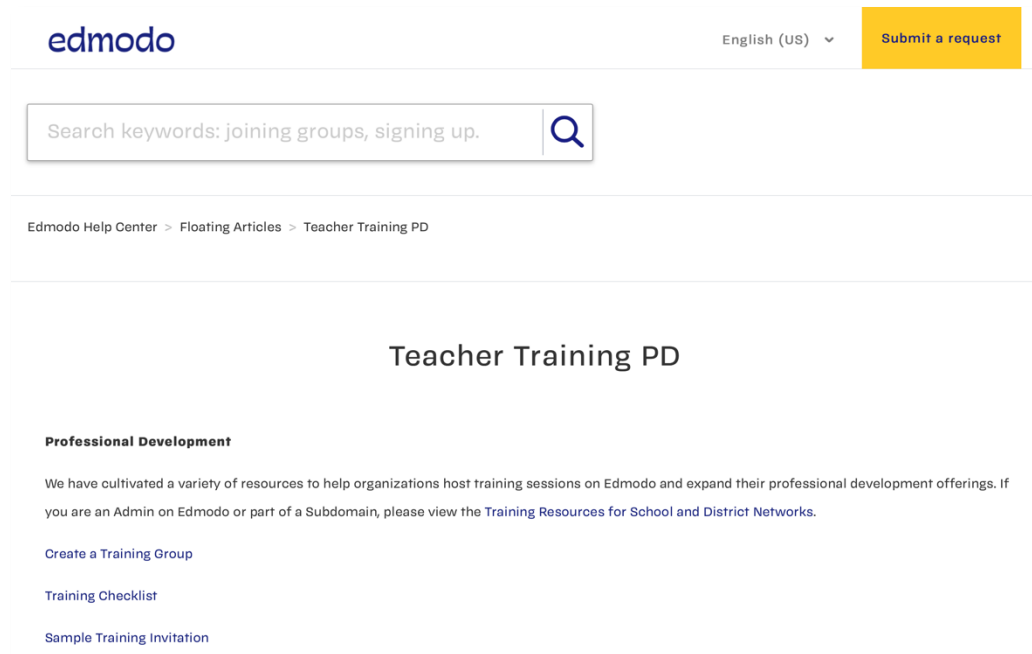
🍎 **Edmodo** has organized communities of teachers for professional support. You can join these groups by heading to <https://go.edmodo.com/community/>. As of writing, communities are formed around linguistic groups. For Southeast Asian teachers, there are groups for Filipino, Indonesian, Thai, Chinese, English, and Arabic speakers.





<sup>4</sup> Foster, Katy. 19 August 2012. “Edmodo for Teacher Professional Development: A Case Study.” Retrieved from <https://ifyoucantbeatem.wordpress.com/2012/08/19/edmodo-for-teacher-professional-development-a-case-study/> on January 14, 2020






Teachers can help grow the Edmodo community and advance the professional development of others by equipping fellow teachers with needed skills in using  **Edmodo** for teaching and learning.  **Edmodo** provides resources to guide educators in jumpstarting training sessions on the use of the platform. These resources include a training checklist, sample training invitation, training presentation, and a template for training certificates. Go to [Edmodo Teacher Training PD](#) page to access and download these materials.







Social media permeates today's society with millions of us engrossed, some would argue to the point of unhealthy addiction, in the latest developments via apps such as Facebook and Twitter. In 2020, it was reported by Hootsuite and We Are Social that 3.8 billion people are actively using social media.<sup>5</sup> Add to that the fact that all of us maintain at least one social networking account, and you can't really deny why educators are turning to social media as a means to educate their students.

That is probably why educational social networking platform  **Edmodo** has been successful.  **Edmodo** now has 2.5 million users who are members of K-12 classrooms, including many in Southeast Asia. It is a service designed for students to communicate with teachers and fellow students about assignments and class topics.

Several teachers recommend  **Edmodo** use, and here are just 10 of the reasons why:

- **It is free.** There is no cost to you to use it with your students or parents. There is no cost to parents or students.
- **The interface works like Facebook but is easier to use.** If you, your students, and parents are used to operating Facebook, then you all can use  **Edmodo**. It is so easy that lower elementary students can be taught to use it.
- **There is no download required like Moodle.** It is accessible online anywhere you have Internet access. It is also accessible on iPhone and Android phones. There are free iPhone and Android apps that you, parents, and students can download. This gives portability with  **Edmodo** where it can be checked on the go. This portability has worked great for teachers and students.
- **It is private and secure.** You do not have to worry about student content being viewable to the public, as you would with using Facebook, Twitter, or other popular social networking sites. Parents do not have to worry about their children's information being seen by others.  **Edmodo** provides account avatars that can be used instead of uploading a student's picture. This provides more privacy and security.

Parents can create their own accounts to check their children's activities, providing another avenue for monitoring privacy and security. Teachers also have the option to give students access to read only assignments and posts on the message boards and disable their ability to post on the board for other students to read. This just adds another privacy feature. Teachers can create private secure groups that only members of that group and their parents can get access to.

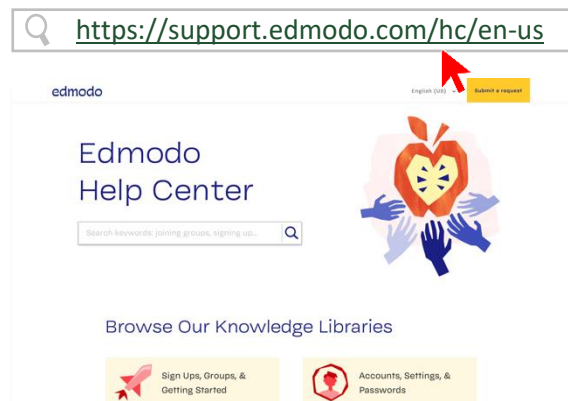
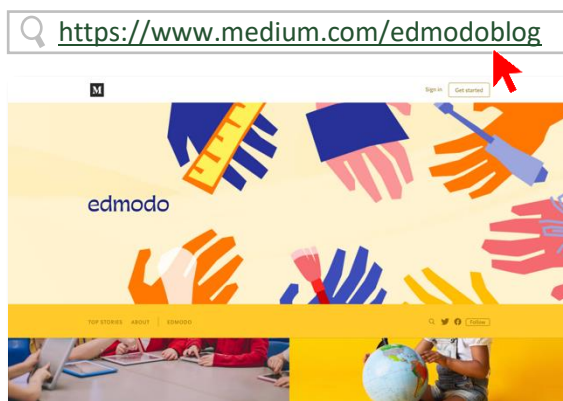
-  **Edmodo has roll-out resources that teachers can use or edit and distribute to students and parents.** These include documents the teachers can download and distribute to parents or tweak according to their school, teaching discipline, and  **Edmodo** usage needs and then distribute to parents. With these resources, a folder can be created in your groups so they can be accessed by students and parents anytime.  **Edmodo** roll-out resources include a code of conduct,  **Edmodo** guidelines, sample letters to parents, student and parent guides, and more which are very useful and easy to tweak for usage.

<sup>5</sup> Simon Kemp. 30 January 2020. "Digital 2020: 3.8 Billion People Use Social Media". Retrieved from <https://wearesocial.com/blog/2020/01/digital-2020-3-8-billion-people-use-social-media> February 15, 2020

- 🍎 **Edmodo gives you the option to create quizzes and polls and upload documents for students or parents.** These can be completed in class or anywhere there is access to 🍎 **Edmodo**. Quizzes can be graded or practice tests and come in the form of true-false or A-B-C option tests. Polls have been found practical for asking students and parents how useful 🍎 **Edmodo** has been for them and for asking them questions about other tasks to be offered but want to give them a choice to vote for. Uploading documents has been extremely useful for distributing assignments, study guides, course requirements, etc.
- 🍎 **Edmodo provides webinars and resources on ideas on how to use it with your classroom.**
- 🍎 **Edmodo gives you the option to create subgroups within a group.** These can be used very powerfully and in many ways. If you have a large class with group assignments, you can take your class group and create subgroups. This is just an example of how subgroups can be used.
- 🍎 **Edmodo makes posting assignments, homework, due dates, and web links extremely easy.** This feature is used quite often by teachers. It also gives you the option to subscribe an entire group to an RSS feed from other sites.
- 🍎 **Edmodo gives you the option to connect with other teachers and join communities with other teachers for networking and collaboration.**

Like the usual social networks, 🍎 **Edmodo** is accessible anywhere and anytime via even an Internet-connected mobile device, making learning easier. In today's age where everything needs to be always online, educators can only compete with students' online attention by adapting to the times.

Technology changes very rapidly. Every month technology companies including 🍎 **Edmodo** tweak and add features to improve their services and respond to the demands of users. While this e-book covered and walked you through the key features of the platform, you must keep yourself updated about the upgrades that the platform will have in the future. Hopefully, this e-book has given you enough confidence to explore 🍎 **Edmodo** independently and to become a more proficient user. To learn more about 🍎 **Edmodo** ([www.edmodo.com](http://www.edmodo.com)) and stay abreast of the latest additions to the platform, visit the following web pages.



**SEAMEO INNOTECH** and 🍎 **Edmodo** have signed an agreement to promote the use of the platform to educators in Southeast Asia.

This e-book on **Edmodo for Teachers** will guide you on the use of the popular online educational platform both as a teaching-learning tool and as a means for personal and professional development. Found in this e-book are tips and suggestions on the use of **Edmodo** for teaching and learning, discussions on information privacy, and the ways in which **Edmodo** can be used to hone your students' higher-order thinking skills, as well as your own.

SEAMEO INNOTECH invites you to take part in our initiative to equip teachers like yourself with skills and knowledge on technology relevant to education in the 21st century. You may contribute by sending in new resources you find online, which are relevant to the subject of this e-book. Reach us through our MT4T live web forum at [www.seameo-innotech.org/mt4t](http://www.seameo-innotech.org/mt4t). Your support will help ensure that this FREE e-book on **Edmodo** will continue to grow and expand.



**Mobile Technology for Teachers (MT4T)** is a project of the Southeast Asian Ministers of Education Organization Regional Center for Educational Innovation and Technology. Learn more about the project, access its FREE resources, and stay up-to-date through the following:

<https://www.seameo-innotech.org/mt4t>

SEAMEO INNOTECH Reader Mobile app

<https://www.facebook.com/mt4tproject>