

## Option A: I am learning on my own

If you want to learn about Hāpara on your own time and at your own pace, use the Workspaces below. Review the learning objectives and choose the Workspace that best fits your goals. Open the Workspace using the link provided and follow the instructions to get started!

## **Option B:** I am facilitating training for others

You can use the Camp Hāpara: On-demand Workspaces to facilitate both asynchronous or synchronous training. Refer to the <u>Camp Hāpara: On-demand facilitator guide</u> for more details.

Workspace	Topics covered
<u>Getting Started with Hāpara</u>	<ul> <li>Welcome to Hāpara!</li> <li>What is Hāpara?</li> <li>What is the best way to use Hāpara?</li> </ul>
Student Dashboard	
Introduction to Hāpara Student Dashboard	<ul><li>Tour of Student Dashboard</li><li>Building executive functioning</li></ul>



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Highlights		
<u>Introduction to Hāpara</u> <u>Highlights</u>	<ul><li>What can I see with Highlights?</li><li>Getting to know Highlights</li></ul>	
<u>Hāpara Highlights Basics</u>	<ul> <li>What is Activity Viewer?</li> <li>What does Browser Tabs show me?</li> <li>What does the Current Screens show me?</li> <li>What are Snaps?</li> <li>How do I share links with learners?</li> <li>How to send a message in Highlights?</li> </ul>	
<u>Hāpara Highlights Next Steps</u>	<ul> <li>Creating and using groups in Highlights</li> <li>How do I guide my learners' browsing?</li> <li>How do I schedule Guided Browsing ahead of time?</li> <li>Navigating Student Tiles in Highlights</li> <li>How to Pause Screens in Highlights</li> </ul>	
Teacher Dashboard		
Introduction to Teacher Dashboard	<ul><li>What can you do with Dashboard?</li><li>Getting to know Dashboard</li></ul>	
<u>Teacher Dashboard Basics</u>	<ul> <li>Navigating Student Tiles in Dashboard</li> <li>Accessing Student Folders from Dashboard</li> <li>Creating Groups in Dashboard</li> </ul>	



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	<ul> <li>Using Groups to filter and sort my Dashboard</li> </ul>	
<u>Teacher Dashboard Next</u> <u>Steps</u>	<ul> <li>How to give learner's feedback by email from Dashboard</li> <li>How to share files and documents using Smart Share</li> <li>Viewing learners' blog posts and comments</li> </ul>	
Workspace		
Introduction to Workspace	<ul><li>What is Workspace used for?</li><li>Workspace overview</li></ul>	
<u>Creating a Workspace</u>	<ul> <li>Create a new Workspace</li> <li>Creating cards in Workspace</li> <li>Evidence cards in Workspace</li> <li>Workspace groups</li> </ul>	
<u>Workspace Next Steps</u>	<ul> <li>Navigating the Workspace homepage</li> <li>Finding and copying public Workspaces</li> <li>Workspace: What do learners see?</li> <li>Activity Summary and Individual Activity tabs</li> <li>Card styling in Workspace</li> </ul>	

