



STAMS[®]

User Guide

Interactive Whiteboard Lessons

STAMS[®] Plus Series
LEVELS C–H

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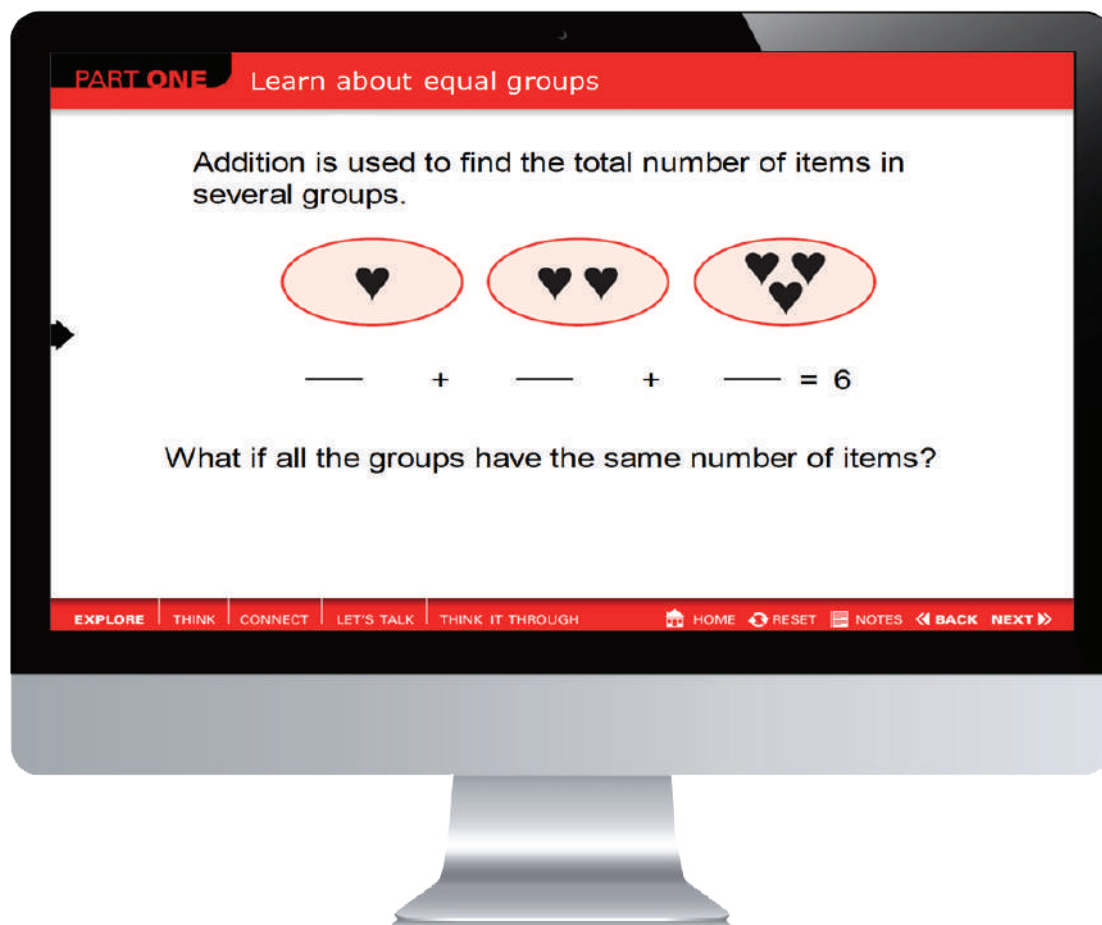
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Interactive Whiteboards makes every lesson a powerful and engaging visual experience for students and teachers alike.

Features, such as cloning and dragging objects, and whiteboard tools, such as highlighters, keep students actively engaged in learning. Teacher notes help maximise the instructional impact, more fully preparing students to complete the related *Solve*® practice independently.

STAMS® Interactive Whiteboard (IWB) lessons enhance instruction by transforming lessons into engaging visual experiences. STAMS® IWB lessons are available for each lesson in the *STAMS® Plus Series* student books for level C–H. They offer students opportunities to question and explore mathematical concepts in greater depth.

Accessing STAMS® IWB lessons

STAMS® IWB lessons were created to run in a software program called ActivInspire™. The program presents a wide variety of tools that you can use to enhance and annotate the lessons. This user guide discusses some of the key tools available to you but does not offer detail about every ActivInspire™ tool. Refer to the ActivInspire™ Help system for details about the tools not mentioned in this guide.

STAMS® IWB lessons can also run in ActivStudio™, the forerunner of ActivInspire™. Both ActivStudio™ and ActivInspire™ were developed by Promethean Limited. The files are compatible with a variety of hardware, including SMART™ boards and Mimio® boards.

Integrating STAMS® IWB lessons with the print series

STAMS® IWB lessons can be used to teach new lessons or review previous lessons from *STAMS® Plus* levels C–H. For example:

- Use the IWB lesson in conjunction with part one and part two of each print lesson.
- Recap part one and part two before moving on to part three and part four of the print lesson.
- Review previous lesson's content, from any level, before beginning instruction on a new lesson.

Begin by moving through part one of each *STAMS*® IWB lesson in order – **Explore, Think, Connect, Let’s Talk, Think It Through** and **Your Turn**. When you complete **Your Turn** in part one, begin part two, moving through the pages in the same order. This is the order of part one and part two of the print lesson. Have students follow along in their books so they will know where to find explanations and examples they may need to review later.

You can refer back to part one and part two of each *STAMS*® IWB lesson when you work with other parts of the print lesson. And, of course, you can use the *STAMS*® IWB lesson as a review lesson for another lesson or year level.

Getting to know STAMS® IWB Lessons

Regardless of which lesson you have open, each *STAMS*® IWB lesson uses a consistent structure for identical lesson components in the print series.

Focus Questions

Each *STAMS*® IWB lesson presents a Focus Question on the Notes page for **Explore**. Use the question to frame the lesson and set a purpose for learning. The question not only identifies the core concept of the lesson, but gets students thinking about the answer arrived at through **Explore, Think** and **Connect**.

Explore

Use **Explore** to engage your students, activating their prior knowledge of the concept introduced. Encourage them to share their knowledge and check to see that they have the proper tools to succeed. For example, be sure to review prerequisite concepts and vocabulary essential to understanding the lesson.

Time and pacing

Spend 2 to 3 minutes discussing the **Explore** information. The time will vary depending on the depth of students’ prior knowledge, the number of vocabulary terms and students’ familiarity with the terms.

Think

Think presents step-by-step interactive content to guide students' thinking about new concepts and skills. Pull-down screens offer an additional method for ensuring students stay focused, and write-on lines allow students to input answers and compare them to the answers supplied in their books. Be sure to discuss with students how they arrived at each answer.

Remind students that material from the *STAMS*® IWB lesson appears in their books too. When you make notes or highlight elements on the page, encourage students to do the same in their books. Student notes become an additional reference for independent learning.

Time and pacing

Work deliberately through the steps in **Think**, pausing to be sure students understand why the questions or statements are completed as they are. Depending on the number of steps and amount of new vocabulary, this will take 5 to 7 minutes. This is the section where understanding is developed, so take time to manipulate and discuss the visuals so that all students are comfortable with the material before moving on.

Connect

Connect presents the core content of the lesson, answering the Focus Question. Use the interactive features of **Connect** to reinforce key concepts and skills.

Time and pacing

Be sure to discuss this section in depth with students. Ask questions to check students' understanding. Interact with the onscreen features to provide a variety of examples. Expect to spend about 5 to 6 minutes in **Connect**.

Let's Talk

Use **Let's Talk** to get students thinking more deeply about what they have just learned and communicating their understanding to their peers. You can add a blank page to record the discussion or copy the original page so small groups of students can interact with it separately and present their ideas to the class. Be sure to save student work by selecting **Save As** from the *STAMS*® IWB lesson File menu.

Time and pacing

You'll discuss some **Let's Talk** questions longer than others. Allow more time for open-ended discussions. Allow students to discuss questions in pairs and to use the IWB to explain their thinking. As necessary, record student responses. **Let's Talk** pages will take about 4 to 6 minutes.

Think It Through and Your Turn

Think It Through and **Your Turn** in each STAMS® IWB Lesson present problems and supporting information identical to the correlated sections of the Student Book page. Use the space on the right to write notes to show how to reason through the problems.

The Teacher guide provides answers for the **Think It Through** and **Your Turn** problems.

Think It Through

Think It Through keeps students engaged in problem solving. Encourage students to write in their books as the class works through and records each step of the solution on the IWB. Use the STAMS® IWB lesson tools to interact with the **Think It Through** pages. See the teacher guide for answers.

Time and pacing

Walk through the solution step-by-step as a class, using the IWB to illustrate examples, record calculations, draw diagrams and so on. This should take approximately 5 to 6 minutes.

Your Turn

Your Turn offers an opportunity for students to work alone or in pairs, while referring to their books. Students can share their solutions on the STAMS® IWB lesson page and discuss their work. Be sure to use errors as opportunities for learning. See the teacher guide for answers.

Again, you can add a blank page or copy the original page so small groups of students can interact separately. Be sure to save student work by selecting **Save As** from the STAMS® IWB lesson File menu.

Time and pacing

Allow time for students to solve the problem. The time will vary depending on the number of steps and computations involved. Generally, you can plan on 2 to 3 minutes. Then spend 3 to 4 minutes discussing the correct answer. Use white space on the page and, if necessary, return to previous pages to help struggling students apply the instruction to the **Your Turn** problem. Consider copying an existing page and marking the diagrams or tables with the information in the **Your Turn** problem.

Making the most of STAMS® IWB lessons

Be prepared!

- Be sure to review lessons before you present them to the class. You'll feel more comfortable with content that you're familiar with and you'll be ready to use the interactive features.
- Preview the Teacher Notes so you know the page features for the lessons.
- Deactivate the screen saver on the computer you are using to present the STAMS® IWB lesson.

Personalise the lessons

- Adjust the lessons so they have more personal meaning for your students. For example, you can change the pets in a chart so they reflect pets the students know.
- Extend the lesson to answer questions and give more practice. Change or add more equations to a slide. Or, use the shapes in the Main Toolbox to extend a geometry lesson.
- Duplicate a slide so you can adjust content but retain the original slide.
- Use the Pen, Highlighter or other tools to emphasise page elements. You can even use the **Zoom In** feature to take a closer look at something.

Class participation

- Invite your students to complete activities at the IWB.
- Have students work at their seats, then come to the IWB to show how they solved a problem.
- Have students work in groups, then invite a representative to come to the IWB to show their work.
- Have students create a presentation on the IWB to teach something to their classmates.
- If you use response devices, gather class feedback. If you don't have response devices, you can use slates or a show of hands.

Save your presentations

- You can save your presentation as a flipchart or PDF and post it to your class website where students can access it for further study.
- If a screen recorder is available, use it to capture the onscreen activities. Consider using a microphone, too.
- Open a lesson before you teach it and make any adjustments needed for your class. For example, you might want to add extra skills practice.

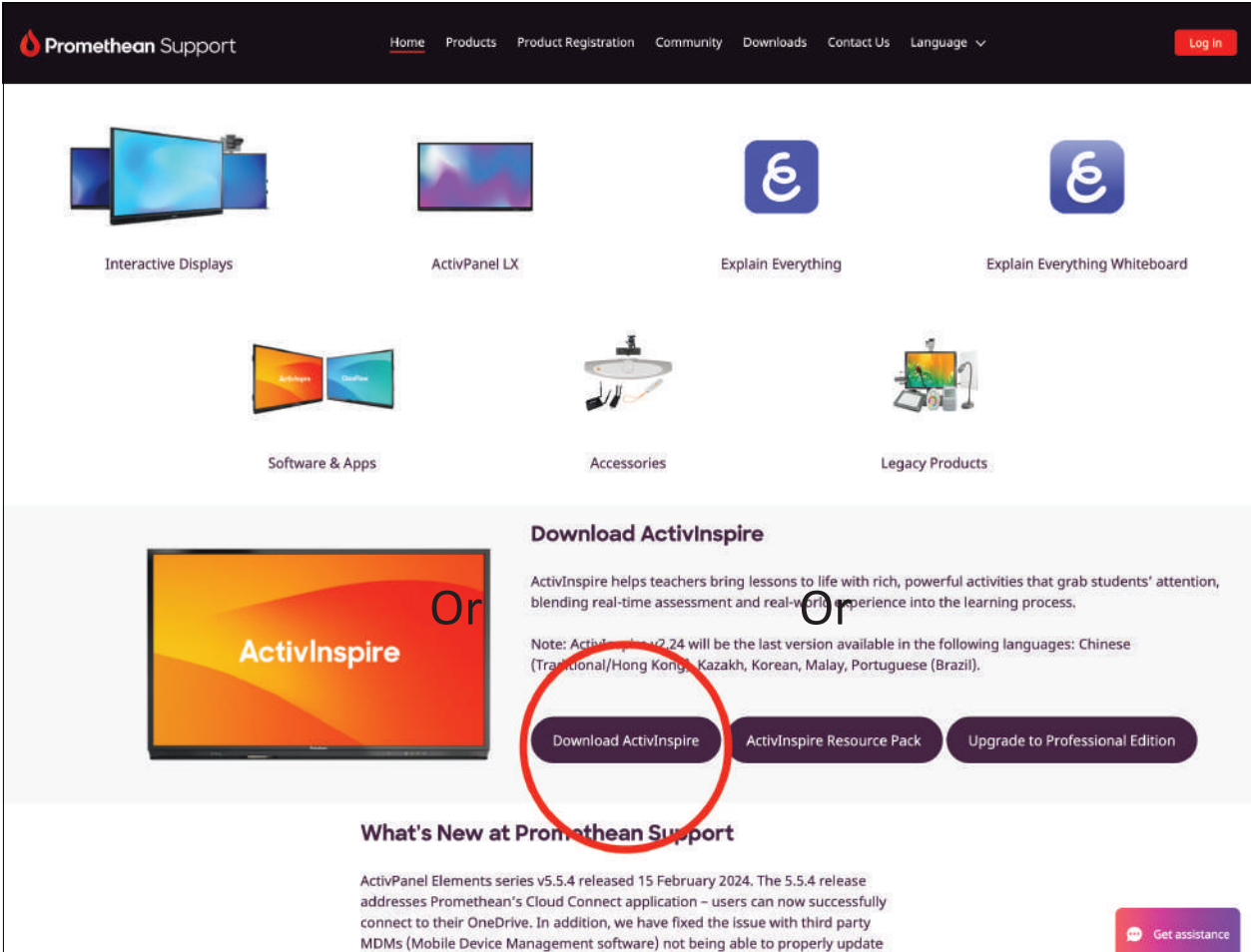
Directions for using and viewing STAMS® IWB lessons

Please note that no matter what interactive whiteboard you have, you will need to download and install Promethean ActivInspire software in order to use and view STAMS® Interactive Whiteboard lessons. Promethean software and STAMS® Interactive Whiteboard lessons work on all interactive whiteboards.

Installation instructions

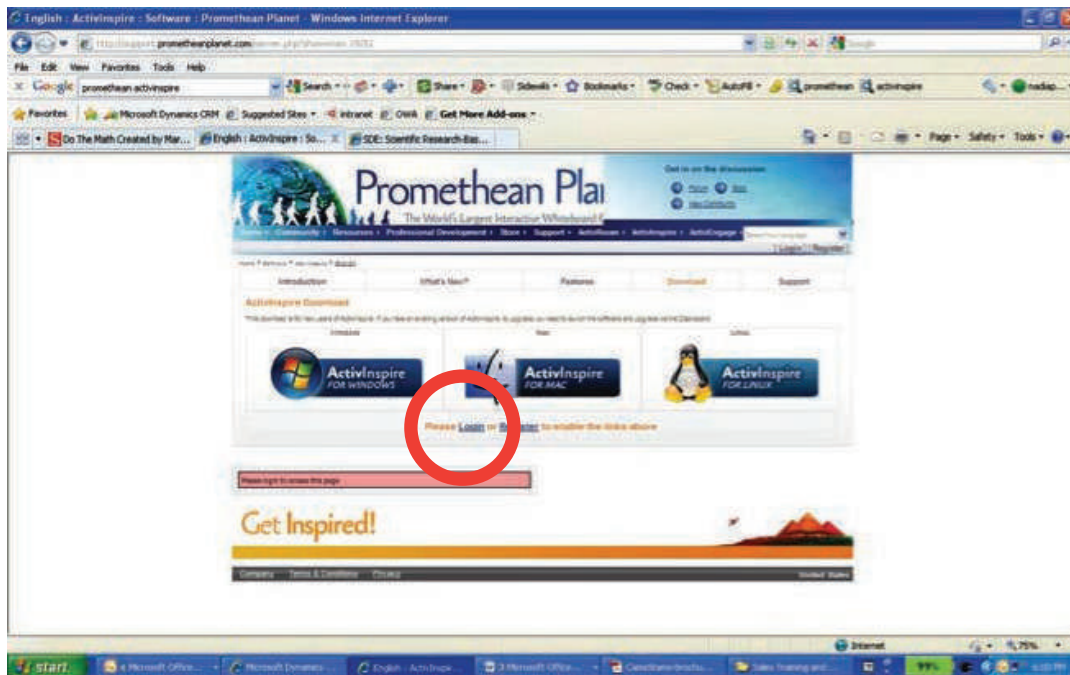
You will need up to 30 minutes to download and install Promethean ActivInspire software (depending on the speed of your Internet connection).

- 1) Navigate to this link:
<https://support.prometheanworld.com> You will be taken to the Promethean website.
- 2) Select the correct download link for your operating system



The screenshot shows the Promethean Support website. The navigation bar includes links for Home, Products, Product Registration, Community, Downloads, Contact Us, and Language, along with a Log In button. The main content area features several product categories: Interactive Displays, ActivPanel LX, Explain Everything, Explain Everything Whiteboard, Software & Apps, Accessories, and Legacy Products. Below these is a section titled 'Download ActivInspire' which includes a description of the software, a note about the last version available in certain languages, and three buttons: 'Download ActivInspire', 'ActivInspire Resource Pack', and 'Upgrade to Professional Edition'. The 'Download ActivInspire' button is circled in red. Below this is a 'What's New at Promethean Support' section with a news item about the ActivPanel Elements series v5.5.4 release.

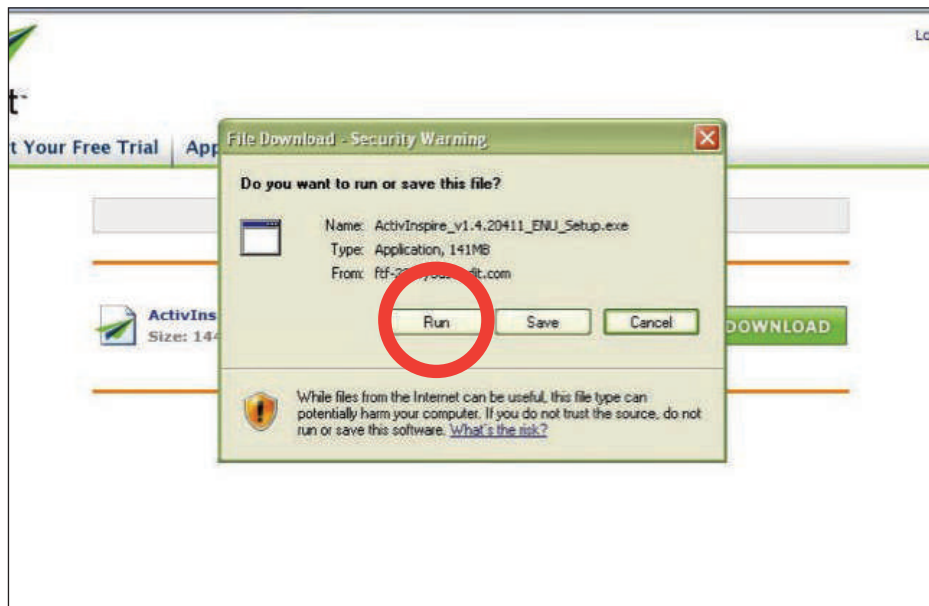
3) You will need to take two minutes to register before you can download (e.g. name, address etc)



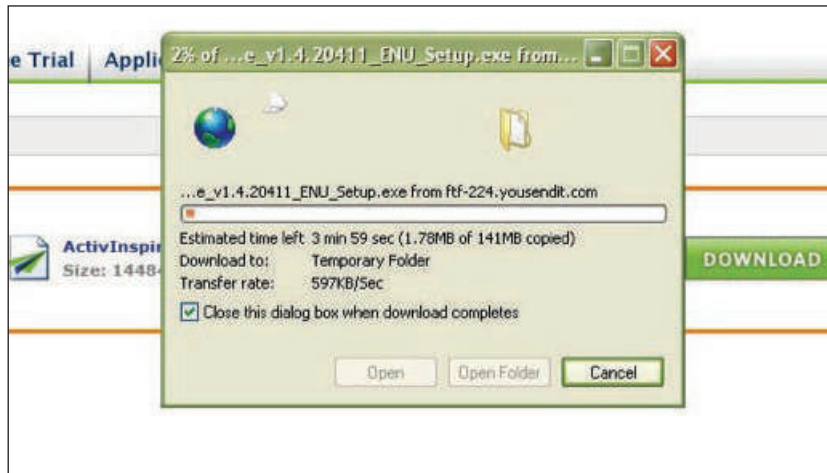
4) If you are navigated away from the above screen, repeat steps 1 and 2 (this time you will be signed in and will be able to download). Click on the download button that will now appear below the version that you need (Windows, Mac or Linux).

5) Fill out the required fields in the brief pop-up questionnaire and the download will begin.

6) A pop-up window will appear. Click “Run”.

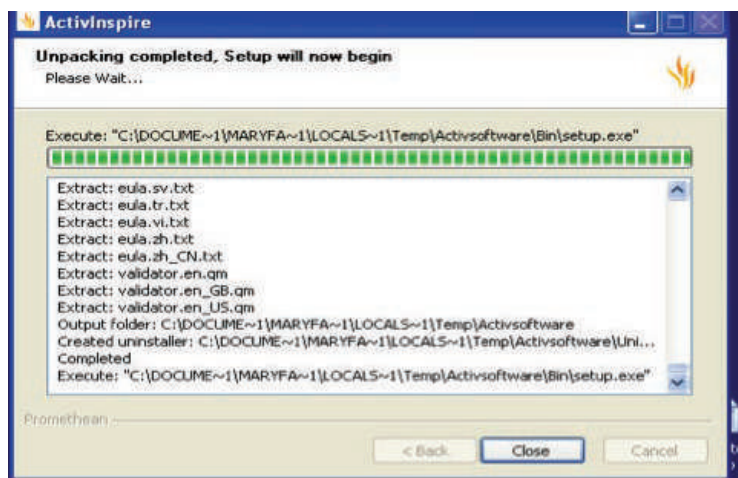
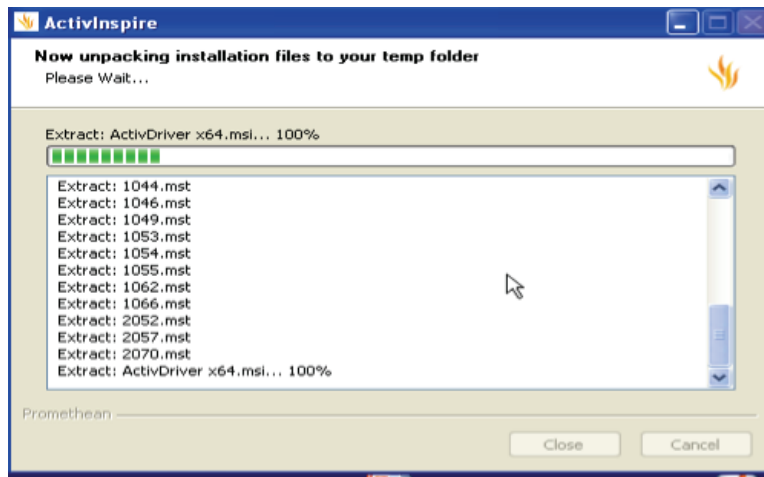


7) The pop-up window will show you the status of the download. This will take between 4–15 minutes.



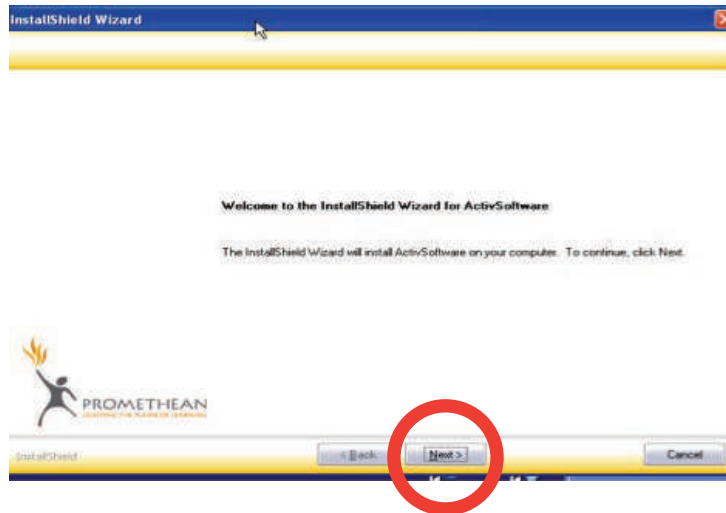
8) Another pop-up will ask if you want to run the software (it might say ‘file’). Click “Run”.

9) Continue to let run (it might say ‘unpacking’ or ‘extracting’), do not close if prompted.

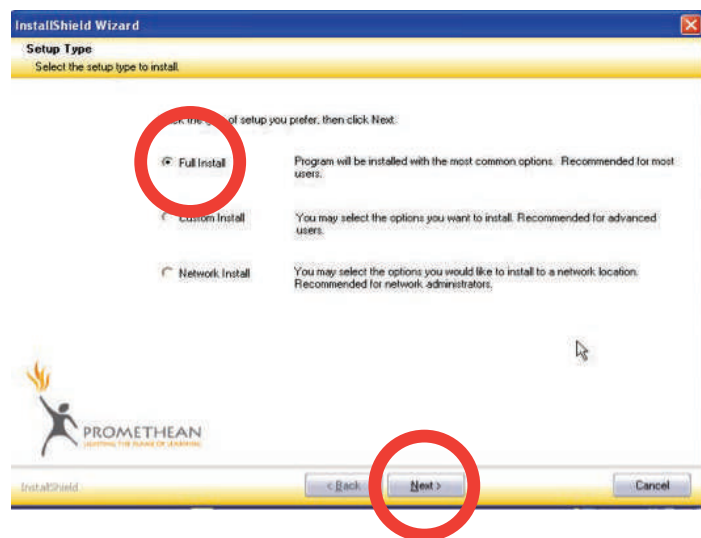


10) The Installation Wizard (called “Install Shield Wizard”) will launch automatically.

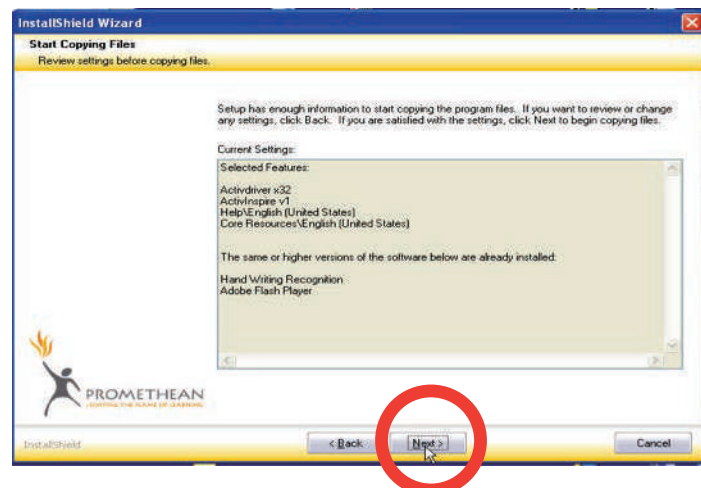
11) Click “Next”.



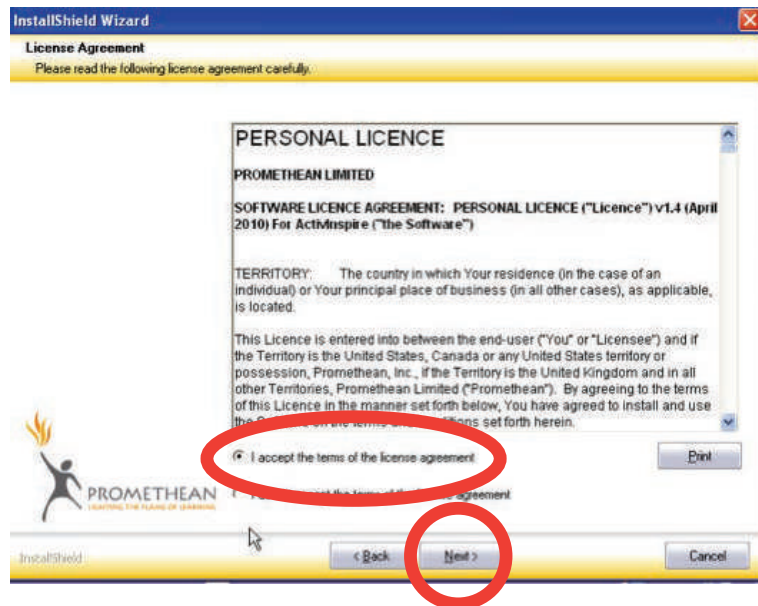
12) “Full Install” will be preselected. Click “Next”.



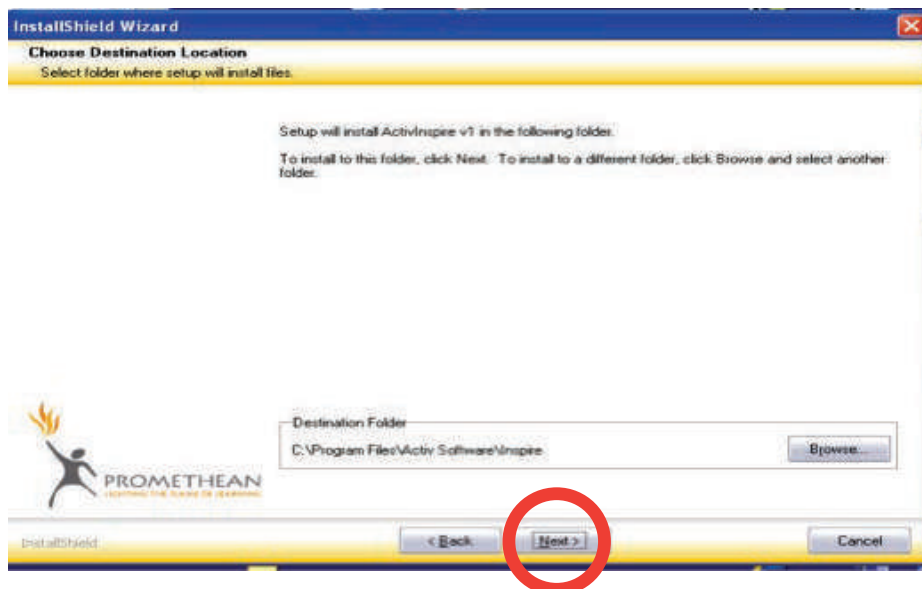
13) Click “Next”.



- 14) Select “I accept the terms of the license agreement”.
- 15) Click “Next”.

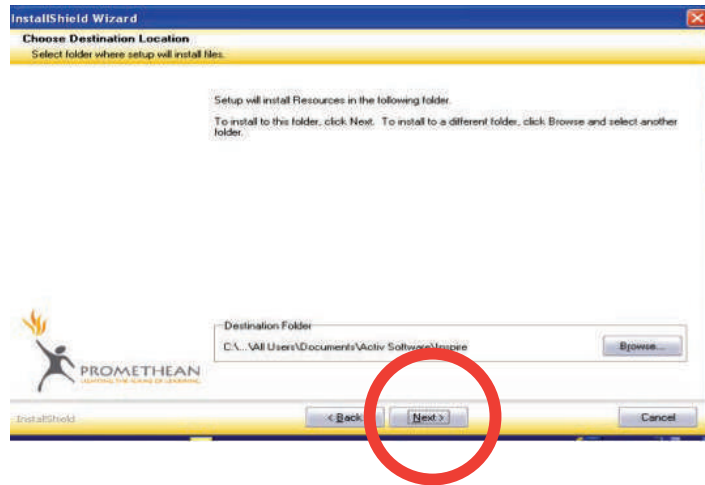


- 16) In the yellow bar, your screen should now say “Choose Destination Location. Select folder where setup will install files.”
On the main part of the screen, your screen should say “Setup will install ActivInspire v1 in the following folder.”
- 17) Click “Next”.

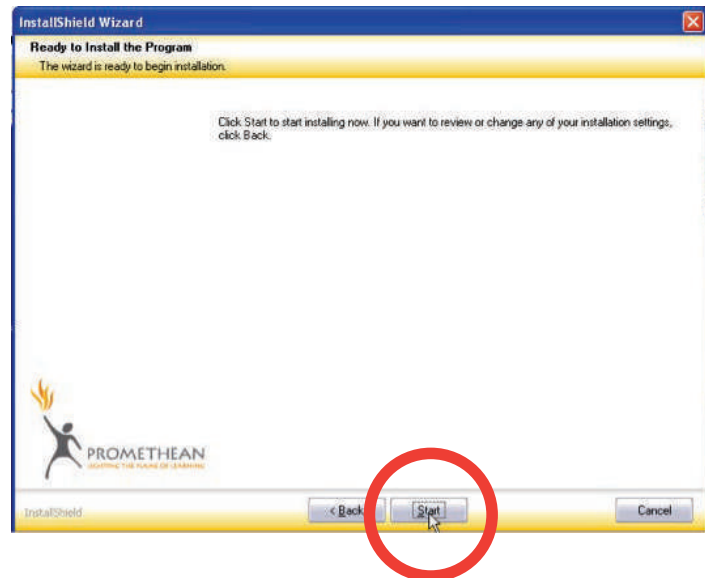


18) The main part of your screen will now say “Setup will install Resources in the following folder.”

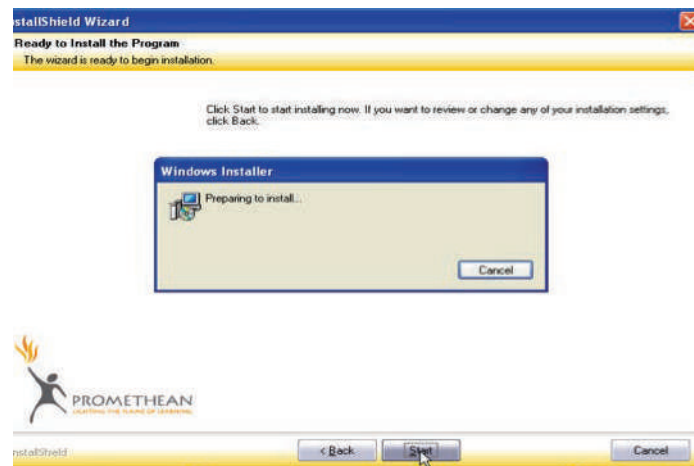
19) Click “Next”.



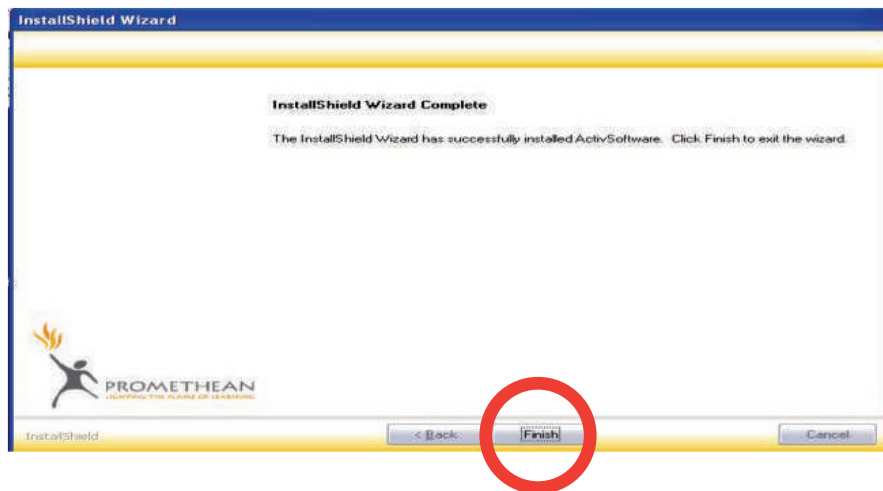
20) Click “Start”.



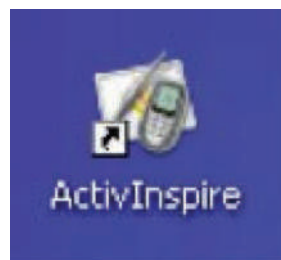
Note: the program is being installed



21) Click “Finish”.



22) You will find a shortcut to the Promethean ActivInspire software on your desktop.

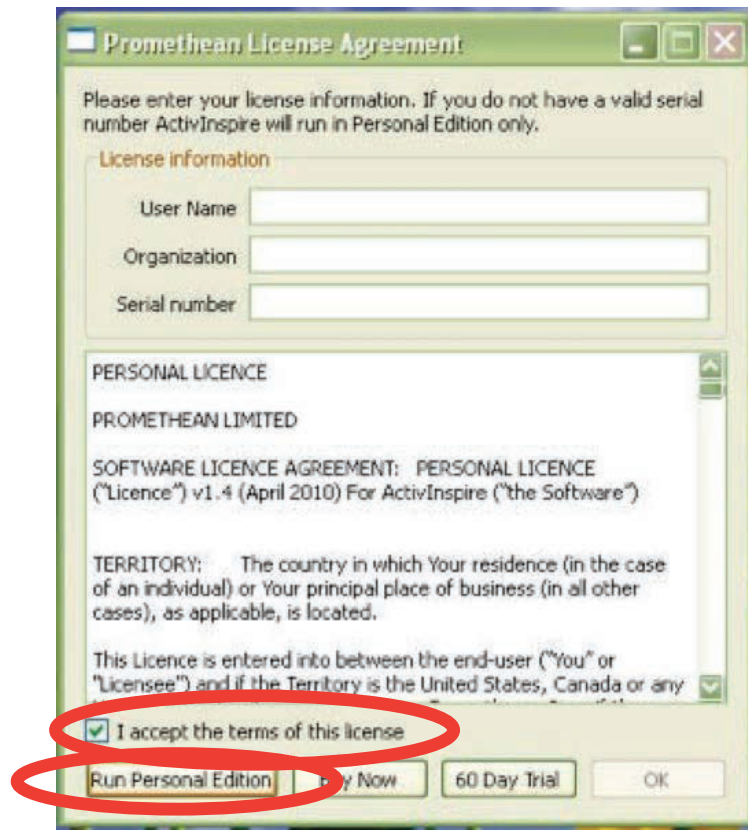


Start the lesson

When you are ready to start your Interactive Whiteboard lessons, double click on the *STAMS®* IWB lesson that you saved to your desktop (e.g. *STAMS_C_Lesson_16*). You should see the following screen.



Next, a “Promethean License Agreement” pop-up will appear.



You don't need to enter anything in the fields at the top.

Click in the "I accept the terms of this license" box. Once you do, the "Run Personal Edition" button will become active.

Click "Run Personal Edition".

A "Welcome to ActivInspire" pop-up will appear. Select "Other Applications (such as Powerpoint)" and click "Continue".



The ActivInspire software will now launch and show you the ActivInspire ‘dashboard’ (the small pop-up window) and the *STAMS*® Interactive Whiteboard lesson (the red screen in the background). Once you close out the dashboard by hitting the ‘Close’ button, you are ready to start using the *STAMS*® Interactive Whiteboard lesson!



NOTE: Each time you launch ActivInspire, you will get the Promethean License Agreement. Remember that if you want to use the Personal Edition (free) you don't have to fill in the fields, just click on "I accept" then click on "Run Personal Edition". **You never have to click on Buy Now or do the 60-day trial as the Personal Edition is free to all users.**

Lesson 16 PICTURE GRAPHS AND COLUMN GRAPHS B

PART ONE: Learn about picture graphs

Explore

Think

Connect

A

Let's Talk

Think It Through

PART TWO: Learn about column graphs

Explore

Think

Connect

Let's Talk

Think It Through

use with STAMS® Book C

B

Getting to know the STAMS® IWB lesson interface

STAMS® IWB lessons offer intuitive tools for working on the lesson pages. Lessons use a standard layout and a consistent structure, so you can focus on the lesson content and your students.

Lessons are colour-coded to coordinate with the colour-coded levels in the STAMS® print series.

The home page

The home page offers a consistent layout.





A An IWB lesson includes each section of part one and part two in the student book. Click a button to open the STAMS® IWB lesson section.

B

There is one file for each STAMS® Plus lesson in levels C–H. STAMS® IWB lessons show the lesson number and name as well as the STAMS® Plus book and coordinating colour.

PART ONE Learn about picture graphs

Basketball scores

Jane	
Calvin	
Ming	
Key:  = 5 points	

A **picture graph** shows data with pictures.
 A **key** tells how many each picture stands for.

This picture graph shows how many points each player scored.

B
D
E
F
C
1
2
A

EXPLORE | THINK | CONNECT | LET'S TALK | THINK IT THROUGH | HOME | RESET | NOTES | BACK | NEXT

Navigating lesson pages

Because lessons always flow across several interactive pages, STAMS® IWB lessons present tools for navigating the pages.





- A Click the **Back** or **Next** button to move back or forward in the lesson, one page at a time.
- B The current STAMS® IWB lesson section name is highlighted when it is active. You can click another section name to open a different section.
- C Some sections have multiple pages. Click a page number to move directly to that page in the lesson.
- D Click the Home icon to return to the home page where the lesson content is displayed.

- E Click the Reset icon to undo changes you've made to the page. The current page reverts to the original settings. The Reset feature changes only the current page. See "Lesson tools and features" for more information.
- F Click the Notes icon to see information about how to use the current page. See "Teaching with the Lessons" for more information.

A

PART ONE Learn about picture graphs

Basketball scores

Jane	
Calvin	
Ming	
Key:	 = 5 points

A **picture graph** shows data with pictures.
A **key** tells how many each picture stands for.

This picture graph shows how many points each player scored.

A

EXPLORE THINK CONNECT LET'S TALK THINK IT THROUGH HOME RESET NOTES BACK NEXT

Teaching with the lessons

STAMS® IWB lessons make use of valuable interactive elements to engage students in learning and to enhance the instructional experience. The tools available on each page vary, depending on the page content.

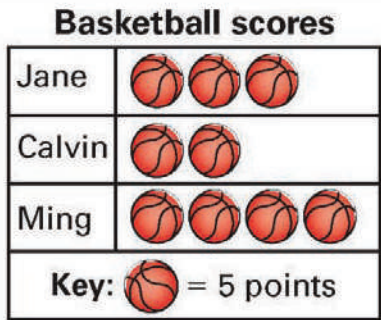
This user guide does not describe all on-page elements. Rather, it describes prominent features that will likely lead you to discover additional interactive features. Remember, STAMS® IWB lessons are filled with interactive opportunities. We encourage you to explore the pages to discover the best way to use them in your classroom. Click the Notes icon on lesson pages for tips on some of the interactive features that are available.

A Notes

Notes offer you valuable insight into how to use the current page. Because they are derived directly from STAMS® Plus teacher guide content, you won't need to go back and forth between the book and a STAMS® IWB lesson. The Notes differ depending on the page from which you open them. They may identify the functionality available on the page, provide answers (in red) to questions on the student page, offer extension questions and answers or provide reinforcement tips or EAL/D support.

You can add your own information to any of the Notes pages. Simply click the Notes icon and select the **Text** tool **T** in the *Main Toolbox*. Then type your own notes in the section. Be sure to preserve your changes by selecting **Save As** from the File menu.

PART ONE Learn about picture graphs



B


A A **picture graph** shows data with pictures.
 A **key** tells how many each picture stands for.

This picture graph shows how many points each player scored.

Print

Print a copy of the Notes in advance so you have them on hand when you go through the STAMS® IWB lesson pages in the classroom. Select **Print** from the File menu. Then check the **Include page notes** box and the **Print notes only** box and click **Print**.

Pin

You can pin the Notes so they stay open, even when you move to another page. Click the pin  in the upper right corner of the Notes section. When the pushpin appears with a highlight, the Notes section remains open. Click the pin again to hide the Notes section. Click the **x** button to close the Notes section.

A **Pop-up vocabulary words**

Many lessons include vocabulary terms – the same terms that are included in the student book. These vocabulary terms appear with yellow shading or highlighting, around them. Click a highlighted word to open the definition. Click the **Close** button in the definition box to close the definition.





B **Pull-tabs**

Pull-tabs allow you to move information on and off the page. When you drag the pull-tab arrow on to the page, additional information appears. For example, the pull-tab might provide the data needed to solve a problem, a formula or the solution to a problem.

Drag the information anywhere on the page or close the pull-tab by dragging it off the page.

PART ONE

Learn about picture graphs

Basketball Scores	
Jane	 B
Calvin	
Ming	
Key:  = 5 points	

Find how many more points Jane scored than Calvin.
First, find the number of points for each player.

Jane's score: $3 \times 5 = \underline{\quad}$ points


Calvin's score: $2 \times 5 = \underline{\quad}$ points

A**A****Using the Pen**


STAMS® IWB lessons include areas where you or students can enter solutions. Click the **Pen** tool in the *Main Toolbox* to fill in answers.

If you want to change the solutions, click **Reset** or click the Eraser tool in the *Main Toolbox*. See “Lesson tools and features” for more information.

B**Clonable art** 

STAMS® IWB lessons allow you to clone many of the art elements. Clonable art is easy to identify. Simply move your cursor over an element. If the cursor changes to a hand with a plus sign in a green circle , you can clone the art. Each time you click a clonable element, you create a copy of the element. Drag the cloned element anywhere on the page.

C**Shifting objects on a page**

You can move many of the objects on STAMS® IWB lesson pages. Simply select the object, in this case a basketball  and drag it to a new location on the page. Use drag and drop to deepen student understanding of pictographs and to examine the relationships among objects.

In most cases, STAMS® IWB lessons are designed so you can shift and manipulate the elements to meet your needs. For example, you can shift the height of bars in a graph, move counters from one side of the page to the other or move elements on a single page.

Remember, the Notes section always gives you tips for working in the current lesson.

EXPLORE

THINK

CONNECT

LET'S TALK

THINK IT THROUGH



HOME



RESET







NOTES



BACK

PART ONE Learn about picture graphs

Basketball scores

Jane	
Calvin	
Ming	
Key:  = _ points B	

Suppose each ball stood for A 2 points.

How would the number of points for each player change? B

EXPLORE | THINK | CONNECT | **LET'S TALK** | THINK IT THROUGH | HOME | RESET | NOTES | BACK

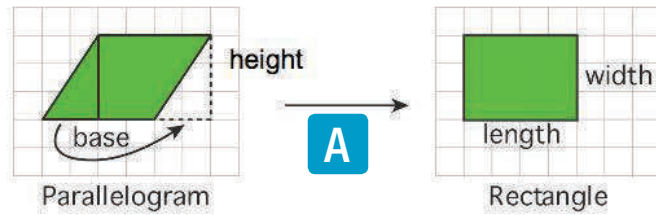
A Click-through boxes

Click-through boxes allow you to move through a set of numbers one at a time. They provide a simple way to practise a skill using a variety of numbers. When you see a shaded box, click it to change the number in the box. Continue to click the box to cycle through the available numbers.

B Blank lines

A blank line indicates that you can use the **Pen** tool to fill in an answer. The **Pen** tool is available from the *Main Toolbox*. See “Lesson tools and features” for more information.

PART ONE Learn about area of a parallelogram



If you cut a triangle off one end of a parallelogram and and move it to the other end, you get a _____.

In the parallelogram, $b =$ ___ units and $h =$ ___ units.

In the rectangle, $l =$ ___ units and $w =$ ___ units.

EXPLORE THINK CONNECT LET'S TALK THINK IT THROUGH

HOME RESET NOTES BACK NEXT

A Manipulating shape models

STAMS® IWB lessons offer several types of models that you can manipulate to enhance the lesson.

For example, you can reshape or rotate a geometric figure, shift the rays in an angle diagram and even drag shapes onto the page. Remember to refer to the Notes for details about the options available for manipulating models on the current page.

Before you begin a lesson, review the onscreen shape models to familiarise yourself with the actions you can perform.

PART TWO Learn about column graphs

Pet	Number of students
Rabbit	9
Dog	6
Cat	5

Look at the top of each column.

Read the number to the left.

Pull to show questions.

EXPLORE
THINK
CONNECT
LET'S TALK
THINK IT THROUGH
HOME
RESET
NOTES
BACK
NEXT

A Sliding screens

STAMS® IWB lessons offer sliding screens to temporarily cover some of the page content. Pull the bar of the sliding screen down to reveal content gradually. Sliding screens allow you to customise the pace of your lesson to accommodate student needs and provide a simple tool for engaging students one line at a time. Drag the arrows up to hide the content.

B Manipulating graphics


STAMS® IWB lessons make use of several types of models that you can manipulate to enhance the lesson. Refer to the Notes for details about the options available for manipulating models on the current page.

Lesson tools and features

The *Main Toolbox* and the menus in ActivInspire™ present several tools you can use to enhance or edit the STAMS® IWB lesson pages. This section describes several of the more commonly used tools. Explore the toolbox and menus to discover additional features. Open the ActivInspire™ Help system from the Help menu to learn more about any of the features.

Zooming in and out

You can enlarge or shrink a STAMS® IWB lesson page or you can zoom in or zoom out of a specific region.

To magnify a region, press **Ctrl + Shift + Z**. When the magnifying glass icon appears , click the page; then press and hold the cursor. To zoom out, right-click the page and press and hold the cursor.

You can also select a magnification setting from the list at the upper right of the page. Open the list and select a page magnification level or a general level such as **Fit to width**.

Using the pen and highlighter

If you prefer a pen colour other than black, select a colour from the colour palette. Then click the **Pen** tool and drag the cursor to write or draw on the STAMS® IWB lesson page.

The **Highlighter** tool works in much the same way. Select a highlight colour from the colour palette and click the **Highlighter** tool. Then drag the cursor to create a highlighted line or shape.

Use the **Pen width** tools to change the size of the pen or highlighter stroke.

Eraser

You can erase any element that you've added to the STAMS® IWB lesson page. Click the **Eraser** tool in the *Main Toolbox* and move it over the area on the page you would like to remove. Use the **Pen width** tools to change the size of the eraser.

You cannot erase elements that are included in the original STAMS® IWB lesson pages.



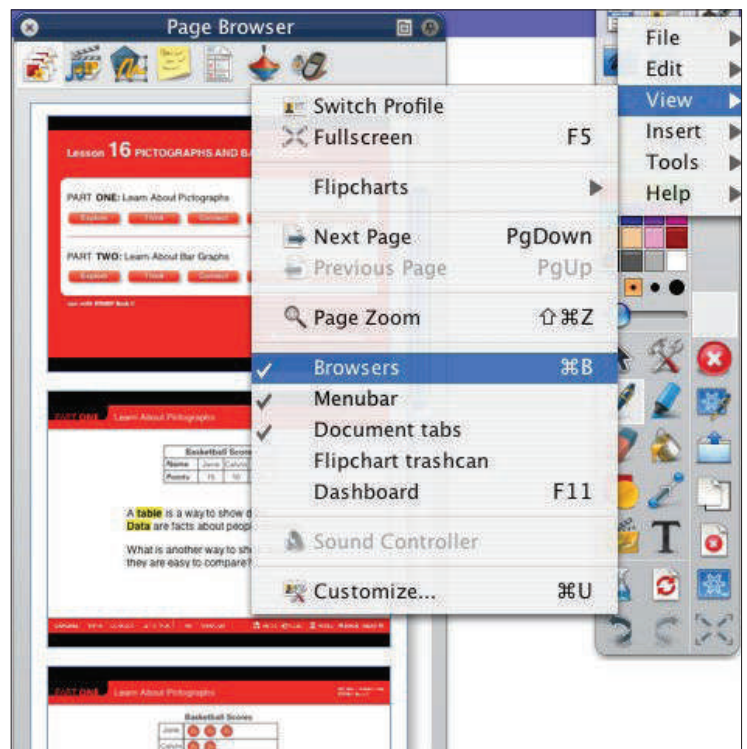
Copy a page

It's very likely that you'll want to duplicate an existing page and use it as the foundation for a new page. The Copy feature allows you to select a page to copy and to create as many duplicates as necessary. You can copy pages from the Page Browser.

Select **Browsers** from the View menu and open the Page Browser. Scroll through the thumbnail pages and select the page you would like to copy. Then right-click the page and select **Copy** from the pop-up menu.

In the Page Browser, right-click the thumbnail page directly before where you want to insert the copied page. Select **Paste** from the pop-up menu.

You can copy and paste more than one page at a time. Open the Help system from the Help menu to learn more about the Copy and Paste features.



Save page changes

Because the customisations and annotations you and your students add to STAMS® IWB lessons are very valuable, you can preserve them with the **Save As** command. **Save As**, available from the File menu, allows you to save your changes to a new lesson while retaining a copy of the original lesson. When you use **Save As**, supply a name for the new lesson and specify a location to store it.

Print the pages or export to PDF

You can print any open STAMS® IWB lesson or export it to PDF format. Select **Print** from the File menu and specify settings in the print box that opens. Be sure to select **Include page notes** if you'd like to include the Notes section in the print or PDF file.

Reset the page

Even though STAMS® IWB lesson pages are meant to be annotated and customised, you might want to reset the pages so they revert to the original settings. When you click the **Reset** button, your changes are cleared and the page returns to its original state as long as you haven't saved changes.

If you want to preserve changes you've made to a lesson, be sure to use the **Save As** command before you click the **Reset** button.

A **Reset** button is available on each lesson page as well as on the toolbar.