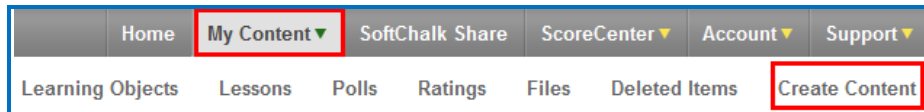

Step 3 - Create Your First SoftChalk Lesson

Below are instructions on creating a simple three page lesson with a question, an activity and an embedded YouTube video.

Start SoftChalk Create

1. Once you have completed the installation of the SoftChalk Create App using the steps above, launch Create from your Cloud account:
 - a. Login to [SoftChalk Cloud](#) with your username and password
 - b. From the SoftChalk Cloud menus, choose **My Content** and then **Create Content**.

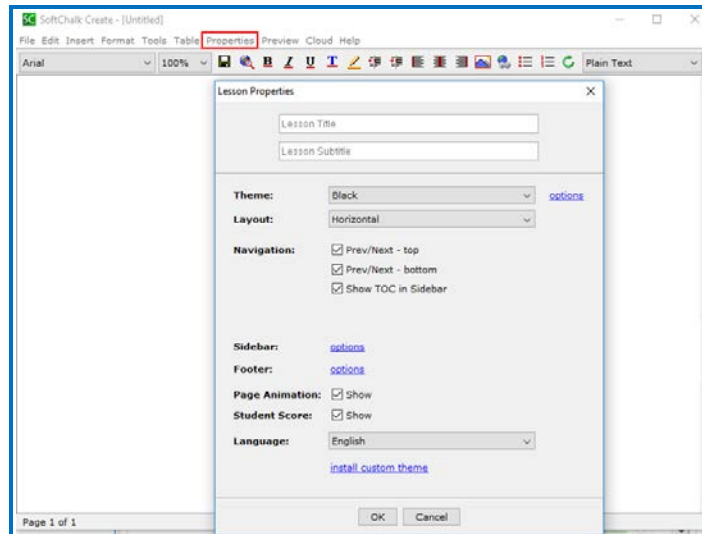


- c. This will open the SoftChalk Create app and you will be ready to start creating a SoftChalk lesson.
2. The SoftChalk Create app works like a word processing program. Simply type your lesson information into the text area of the SoftChalk Create app. You may also copy and paste text into the text area.

Choose a Theme & Enter a Title

It's easy to change the look-and-feel of your lesson – simply select a “Theme” and “Layout”.

1. In the Create app, go to the **Properties** menu and select **Lesson Properties**.

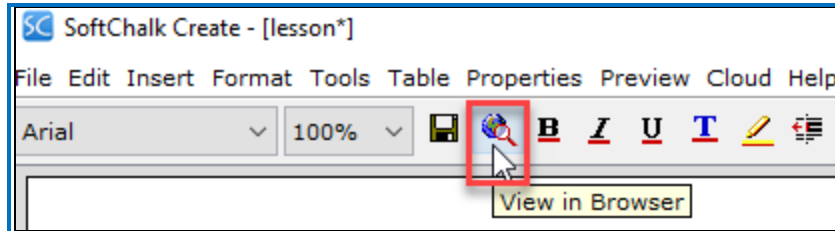


2. Choose your 'Theme' from the drop-down menu. Choose your 'Layout' from the dropdown menu. You can create your own 'Theme' using the ThemeBuilder under the Tools menu in Create. For more information on creating your own 'Theme', please see pages 248-259 of our [SoftChalk Create Guide](#) and visit the [ThemeBuilder video tutorial](#).
3. Additionally, you may enter a Lesson Title and Subtitle, and make selections from the Navigation, Sidebar, Footer, etc. options that are available on this dialog.
4. Once you've made your selections, click **OK**.

Preview Your Lesson in a Web Browser

At any time, you can preview your lesson and see it in a web browser, the way your students will see the lesson. It's a good idea to preview your lesson often, as you are adding and editing content, or modifying your lesson properties.

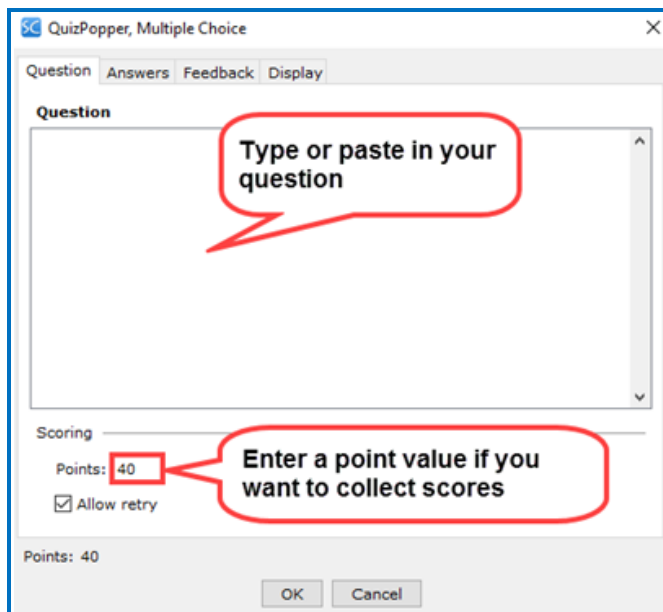
1. From the toolbar at the top of the Create app, click the **View in Browser** icon. You may be prompted to Save your lesson. Then, your web browser will open a new window and display your lesson. After viewing your lesson, close the browser and return to the Create app to continue editing your lesson.



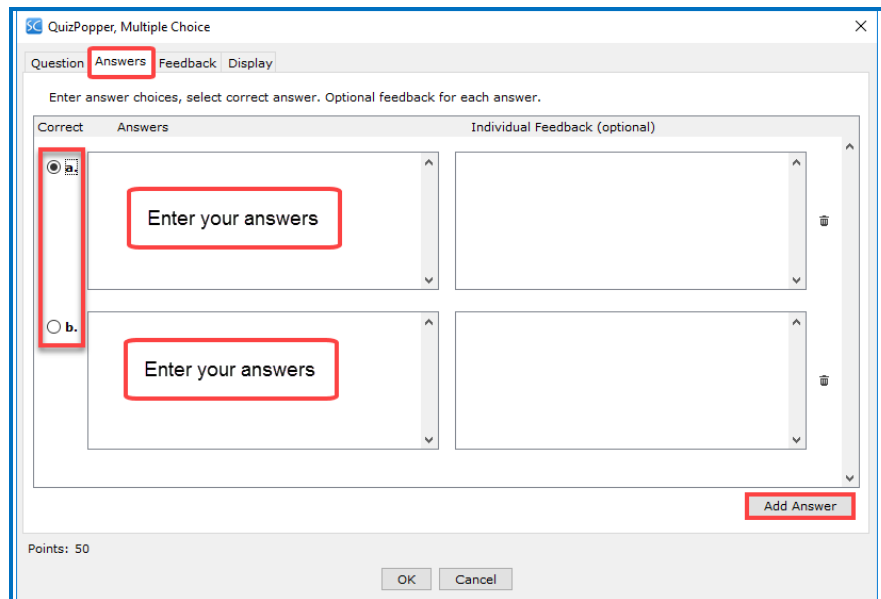
Add a Question – Example: Multiple Choice

Adding quiz questions to your lesson is a great way to include formative assessment and student feedback into your lesson.

1. To add a quiz question, press the Enter or Return key on your keyboard to create a new paragraph in your lesson text.
2. Go to the **Insert** menu in the Create app and select **QuizPopper / Multiple Choice**. Please note there are a variety of questions that you can insert besides Multiple Choice.
3. Type in a question. At the bottom, enter **40** for the points.



4. Click the **Answers** tab. Enter your answers and individual feedback (optional). To add another answer, click **Add Answer**. In the correct column at the left, select the correct answer.



5. Click the **Display** tab at the top. Notice you have three options for how the question will be viewed by the student. The default is **Embed in lesson page**. Click **OK**.
6. If you left the default display setting for the Multiple Choice question as embed in lesson page, you will see a gray placeholder box. (To edit the question you just created, you can right click on this box and choose **Modify QuizPopper**.)
7. Click **Ok** to save your quiz question into your lesson.

Add a Page Break

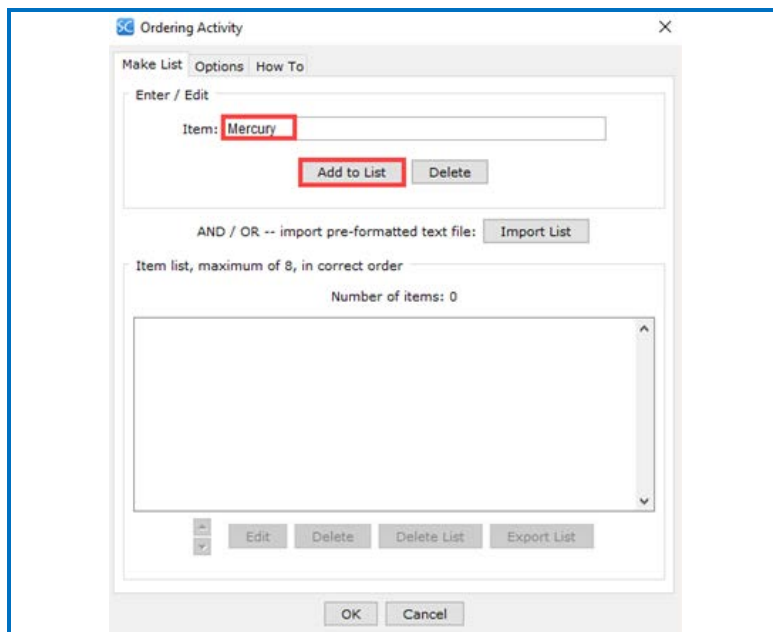
If you have a lot of content in your lesson, you may want to insert page breaks to “chunk” your content into multiple pages (rather than delivering all of your content in a single lesson page).

1. In the main editing window, place your cursor in the text where you’d like the page to break, then hit your Enter or Return key to create a new paragraph.
2. Go to the **Insert** menu at the top and select **Page Break / Insert**.

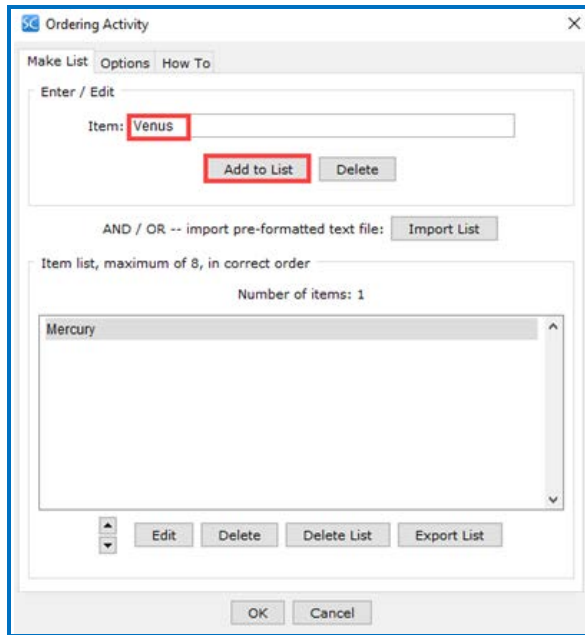
Add an Activity – Example: Ordering

Activities are another way to include formative assessment and feedback for your student. Some activities can be scored, like a quiz question. Other activities are “information presentation” style activities.

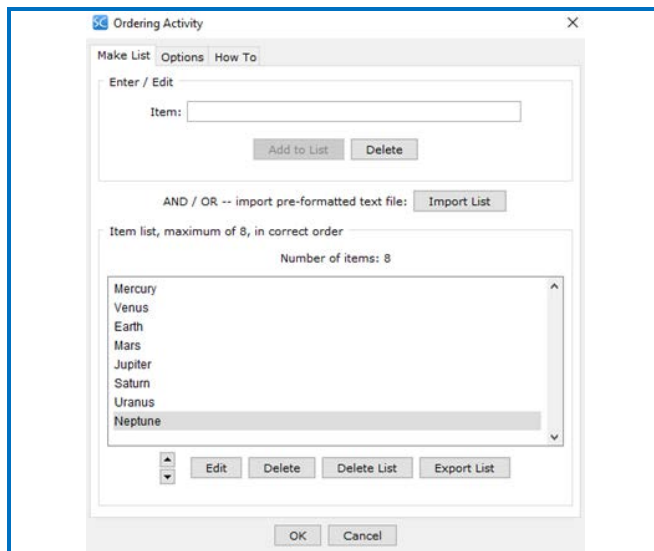
1. Go to the **Insert** menu at the top and select **Activity / Ordering**. (Please note there are a variety of activities that you can insert in addition to the ordering activity.)
2. Please note the **How To** tab, which is available on all activities. You can view an example of the activity and a short video on how to create the activity.
3. Let's say you want to have students order the first eight planets based on proximity to the sun. In the Item area, type **Mercury**. Then click **Add to List**.



4. In the Item area, type **Venus**. Then click Add to List.



5. Continue adding the other planets.



6. Click on the **Options** tab. At the top in the **Instructions for the student**, you can modify the instructions for your specific activity.

The screenshot shows the 'Ordering Activity' dialog box with the following settings:

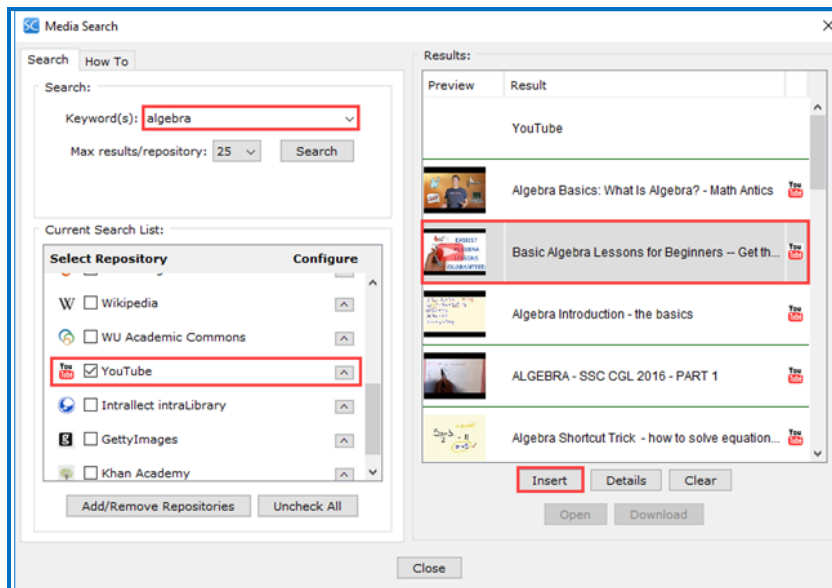
- Instructions for the student:** Drag items from the left column to the correct order in the right column based on proximity to the sun.
- Describe Activity for use with screen reader/assistive technology:** (Empty text area)
- Activity Display:** Pop-up from icon, Pop-up from clickable text, Embed in lesson page. Icon position: Inline, Float left, Float right.
- Options:** Big text, Show answers option, Show restart button, Play feedback sounds (all Activities).
- Points:** 80
- Buttons:** OK, Cancel

7. For the **Activity Display**, choose **Pop-up from icon**. At bottom right, choose **80** for the points. Click **OK**.
8. In the main editing window, hit your Enter or Return key to create a new paragraph.

Embed a YouTube Video

Using the steps below, you'll embed the code for a YouTube video within your lesson.

1. Go to the **Tools** menu at the top and select **Media Search**.
2. In the list at the left, scroll down and select **YouTube** and click **I agree**.
3. At the top, type in a keyword such as *algebra* and click **Search**.
4. From the results list at the right, select an item and click **Insert**. Click **OK** at the Insert complete window. Click **Close** to return to your main editing window.

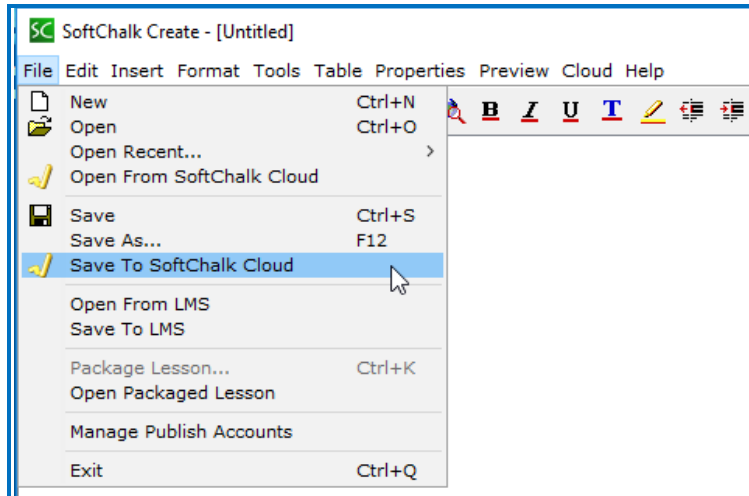


5. In your main editing window, you will see a gray placeholder box for your widget (i.e. YouTube video code). To edit the YouTube you just created, you can right click on this box and choose **Modify Widget**.)

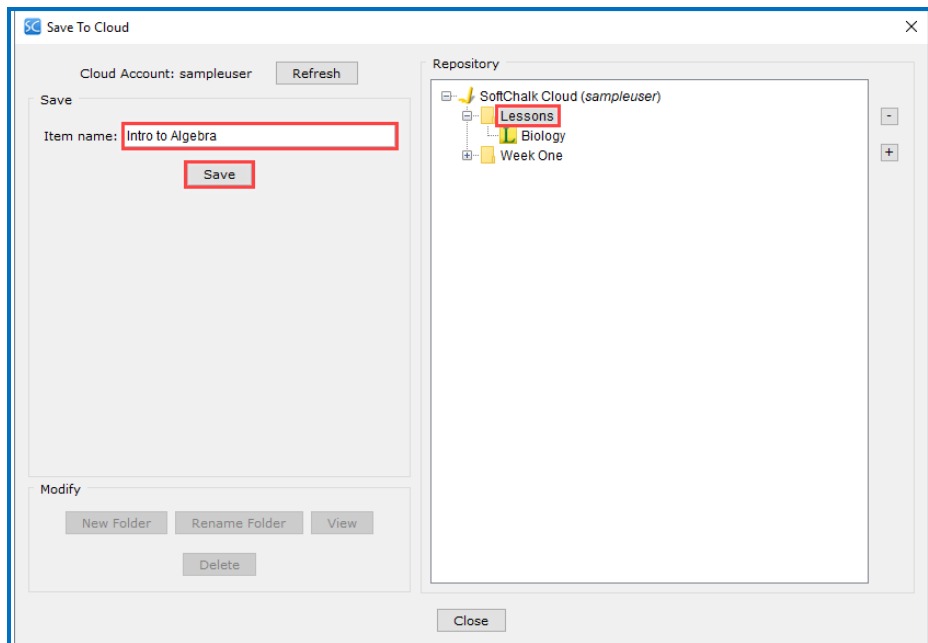
Save Your Lesson to SoftChalk Cloud

When you're finished editing your lesson, you will save it into your SoftChalk Cloud account.

1. Go to the **File** menu at the top of the Create app, and select **Save to SoftChalk Cloud**. (If you happen to click the Save icon rather than choosing **File / Save to SoftChalk Cloud**, you would be saving your lesson temporarily on your local computer. You will be prompted to save to your lesson permanently before you exit the Create program.)



2. Notice the Item Name is the same as the title for the lesson. Choose the folder where you'd like to save your lesson. (The default folder is named **Lessons**. You can create additional folders as desired.) Click **Save**.



3. You will see a success message once your lesson has been fully uploaded and saved to Cloud. Congratulations you have created your first SoftChalk lesson!
4. In the Create App, click **Close** to leave the **Save to Cloud** window.
5. To exit the Create App, choose **File / Exit**.