

## What's New in Toolbox 4.0?



This release marks the beginning of greater things to come in Toolbox. The appearance and layout of the Unit and Course planner is different from the previous version. However, the basic concepts that drive Toolbox unit and course planning stay intact. This version not only fixes some of the bugs that we had in the past but makes your planning simpler. Some of the major benefits of this release include...

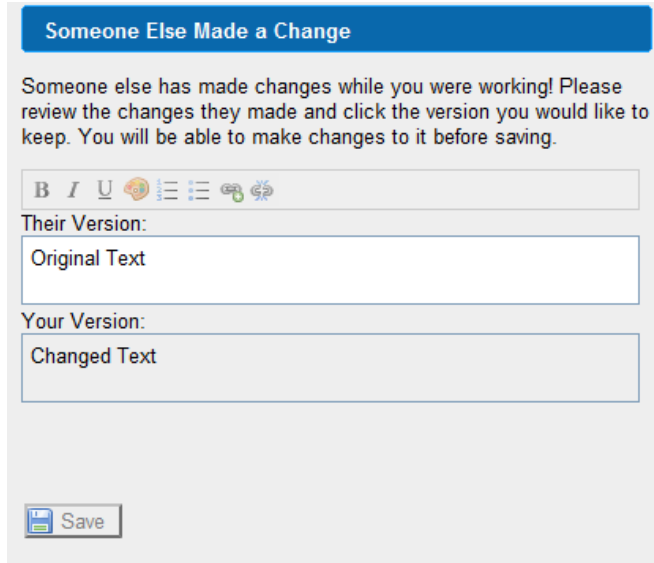
- **Simultaneous Collaboration on Same Unit, Lesson, and/or Course (p. 2)**
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See following pages for details....

## I. Simultaneous Collaboration on Same Unit, Lesson, and/or Course:

This is huge! Our customers have been asking for this for a while and it is finally here! Toolbox users will be able to work on the same units, lessons, courses, and activities at the same time on multiple computers. No more “Object in use” messages to slow your productivity.

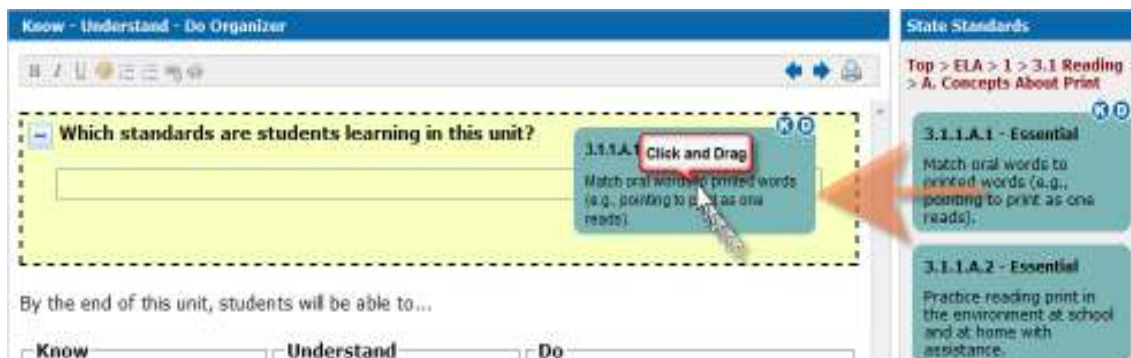
Toolbox 4.0 will let you know if someone else has made a change while you are working!



Place your cursor in the version that you want to keep and click “Save”

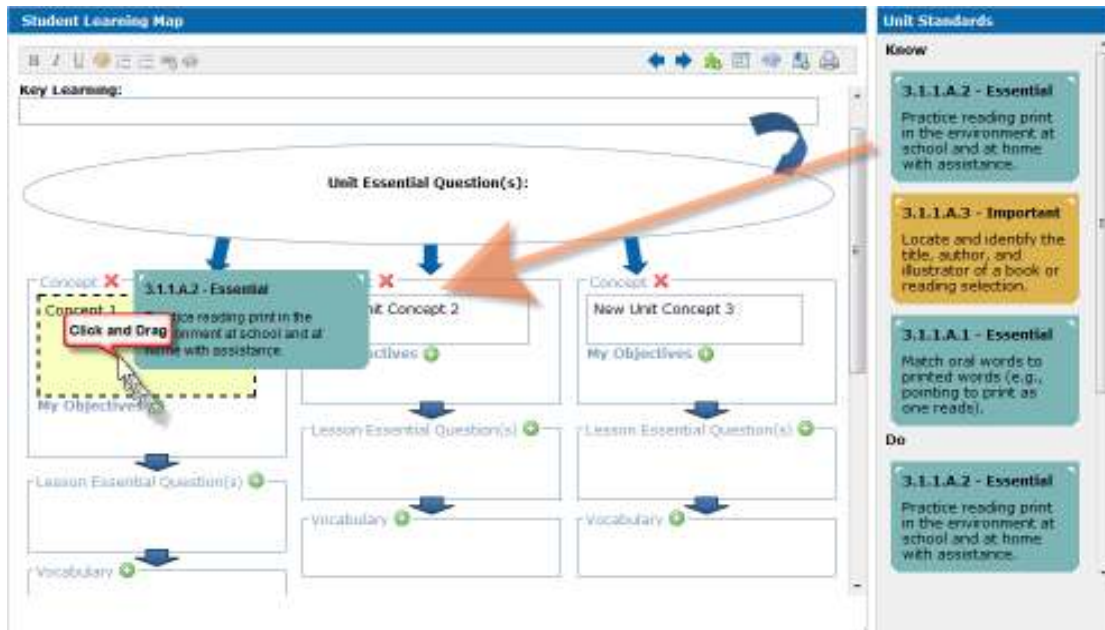
## II. Streamlined Planning

Additionally, for licensed Power Curriculum Tool members, we have eliminated the separate Course Planner. In Toolbox 4.0 all planning decisions are made within a unit. You will align your State Standards directly to the K-U-D Organizer and Concepts on the Student Learning Map saving countless time by not having to negotiate between planners.



In the above picture, notice that the standards can be **dragged directly** into the KUD (Know-Understand-Do).

Once the standards have been aligned with the Unit on the KUD (Know-Understand-Do), you can then drag the standard directly into the concepts on the Student Learning Map!

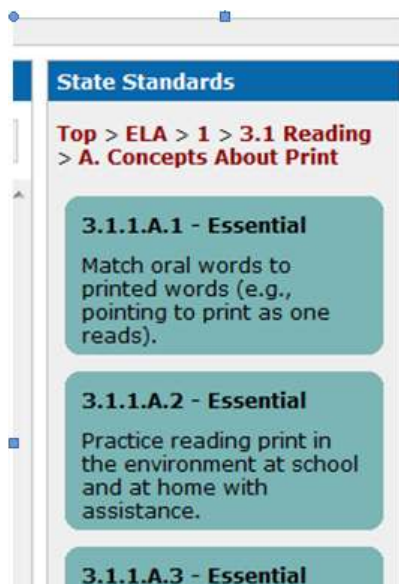


**This not only saves time but makes planning more logical!**

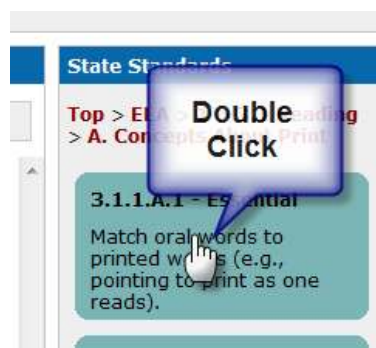
### III. Toolbox 4.0 gives you the ability to change prioritization of standard directly from the planner

Additionally, for licensed Power Curriculum Tool members, you can prioritize or reprioritize the standards inside the planner on the KUD (Know-Understand-Do). Also, you can choose whether you want a standard to be a know and/or Do directly from the planner.....

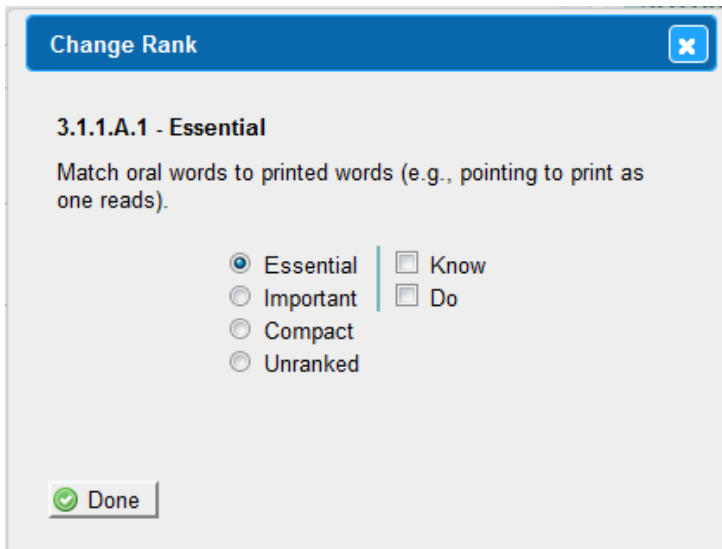
Make sure that you are on the KUD (Know-Do- Understand) and that you have navigated to the desired prioritized objectives....



These features are accessed by double clicking the standard....

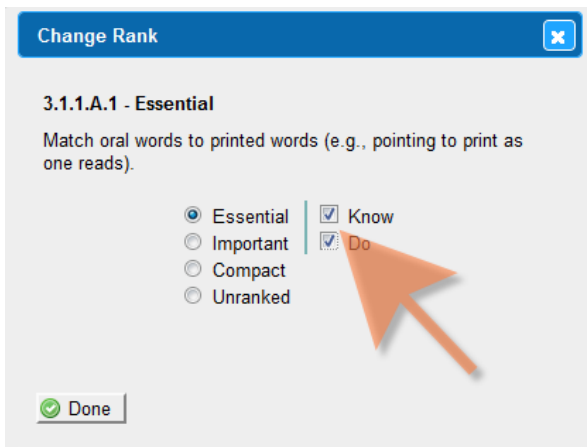


Double clicking the standard brings up the following box....

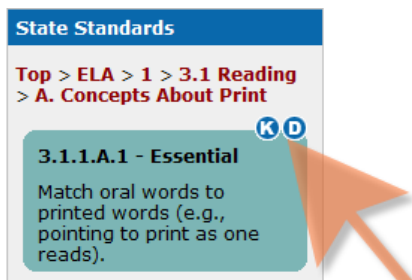


As you can see, you can change the ranking and/or select if it is a Know and/or Do. Once your selection has been made, click on “Done”.

In the following example...we are going to select the Know and Do option for a standard....



After clicking on “Done”, notice how the standard appears on the screen...

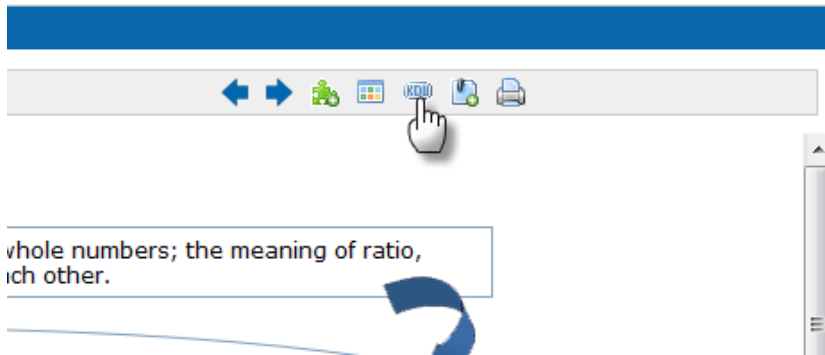


Notice the “K” and “D” at the top right corner of the standard? This is important to know because it will affect what happen when we drag it to the KUD (Know-Do- Understand).

#### IV. Toolbox 4.0 give you the ability to display your KUD(Know-Understand-Do) while on your Student Learning Map:

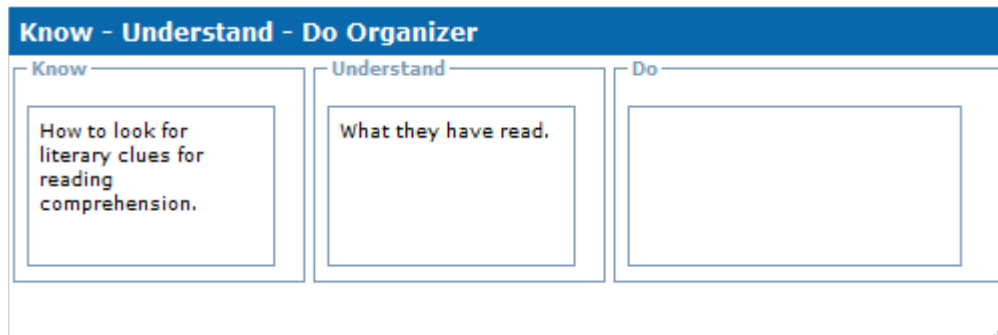
This is a valuable feature because the KUD (Know-Understand-Do) helps you to keep the final objective of the unit fresh in mind! I guess you could say that it's nice to know where you are going while you are traveling!

This feature is found on the Student Learning Map in the top right corner...

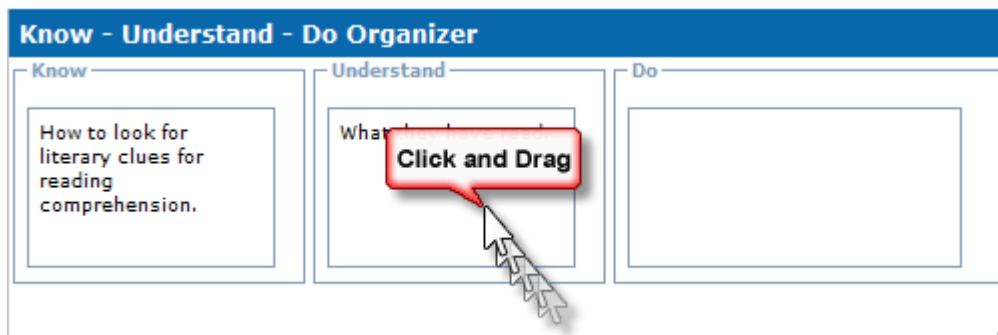


Click on the button that is displayed above (Show/Hide K-U-D Organizer)...

This will bring up a mini version of the KUD....



This KUD (Know-Understand-Do) can be moved around by clicking and dragging it.



Click the (Show/Hide K-U-D Organizer) again to hide the KUD.



## V. New Calendar Feature

Toolbox 4.0 introduces an all new Calendar feature. The calendar feature allows you to enter events in an easy to view format. Events can be anything from the start of a unit, lesson, assessment, Launch activity, or anything else that you want to add your calendar....

This feature can be accessed from the Unit or Course planner on the “Manage Course” or “Unit Decisions” menu depending on if you are in a course or a unit...

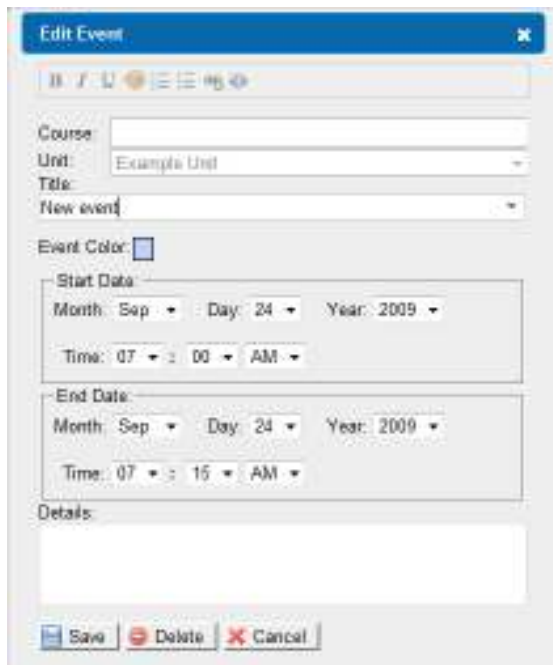
A screenshot of the 'Calendar' application interface. At the top, there is a blue header with the word 'Calendar'. Below the header is a toolbar with icons for Bold (B), Italic (I), Underline (U), a speaker icon, a list icon, a calendar icon, and a refresh icon. To the right of the toolbar are navigation arrows and a print icon. The main area is a calendar grid for September 2009. The grid has columns for days of the week (Monday to Sunday) and rows for dates. The date 21 is highlighted in blue. The grid shows dates from 31st of the previous month to 4th of the next month.

Calendar						
B I U [Speaker] [List] [Calendar] [Refresh]						
September 2009						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

Adding a new event to the calendar is easy.

When an event is being created, the event editor pops up....

See the “Edit Event” box below...



This editor allows you to ....

- Give the event a title...
- Choose a color for the event
- Select start date and time
- Select end date and time
- Provide any additional details

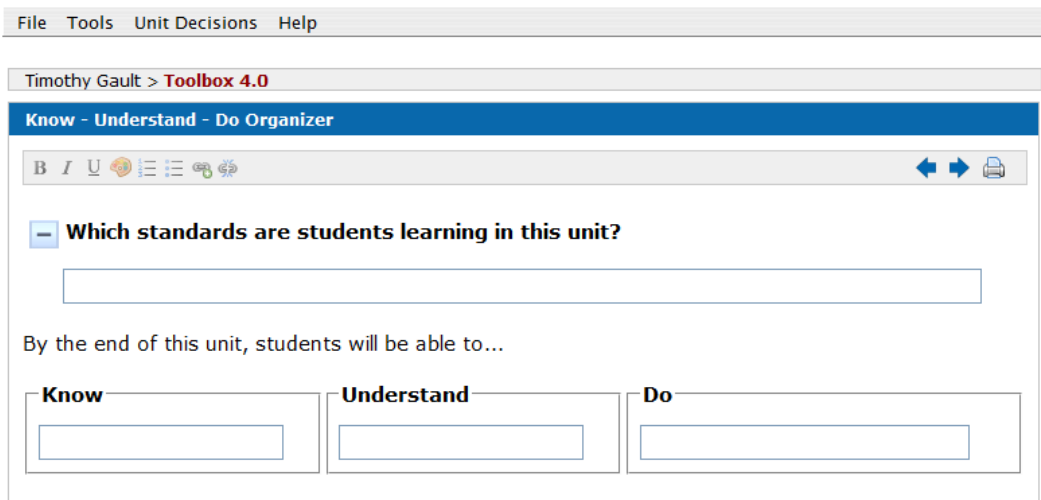
**Note:** Please see our Toolbox Help Guides for more information. These are available for download in our Online Help Section.

## VI. Improved Layout of Unit and Course Planner

We have focused on making your navigation through the unit and course planner as easy as possible. In the next couple of sections, we will go over the basic navigation of the new planners...

Units are opened the same way as they were opened before. The main difference is in the layout and navigation. In the following example, we will navigate through a new Unit in Toolbox 4.0.

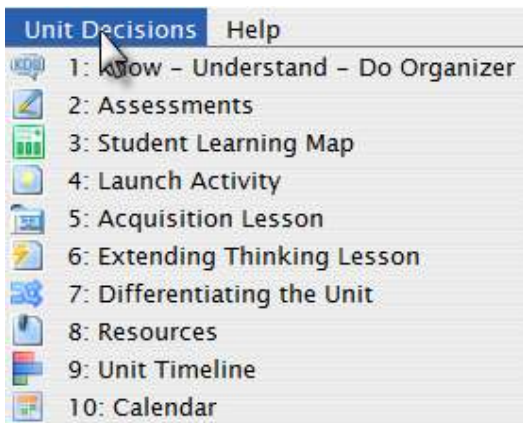
Once you open a unit, the first screen that you come to is the KUD (Know Understand Do)...



### Navigating Unit Decisions

There are two different ways to access the different decisions within a unit.

One way is to click on “Unit Decisions” at the top of the page...

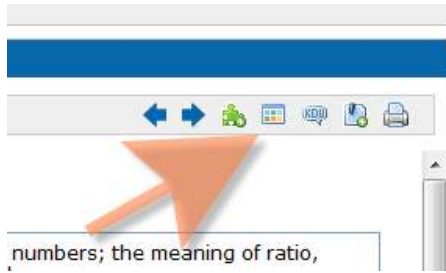


As you can see, you may select from a list of decisions including KUD (Know-Understand-Do), Assessments, Student Learning Map, Launch Activity, Acquisition Lesson, Extending Thinking Lessons, Differentiating the Unit, Resources, Unit Timeline and Calendar

The other way to access those decisions is to click on the “Previous Decision” and “Next Decision” buttons near the top right of the screen...



The options for each decision may vary slightly but most of time, they are located in the top right corner of each decision.....



You can place your mouse cursor over any of them for a description.....

Depending on which decision you are on, these buttons can include any or all of the following...

- Previous and Next Decision
- Add Concepts
- Reorder Concepts
- Show/Hide K-U-D Organizer
- Manage Attached Documents
- Print
- Add Student Assessment
- Add Culminating Activity
- Add Launch Activity

The key is knowing where these options are located!

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## **V. Increased Stability, Flexibility, and Performance:**

We took our time to re-write the program using better technology (Java Script). Now, Toolbox 4.0 will be more stable, allow us to add features more easily, and run faster. We are truly excited to present you with Toolbox 4.0!