

The Literacy and Numeracy Secretariat Webcast Professional Learning Series

Leadership for Ontario Schools Resources, 1 to 7

Contents

Resources	Title
1	Anticipation Guide
2	Leaders of Today
3	Powerful Sources of Influence
4	Practices to Track Student Achievement and Equity of Outcome
5	Sequence Chart: Steps for Improvement
6	Capacity and Willingness to Change
7	General Viewing Notes
	How to Insert a Video Clip into a PowerPoint Presentation

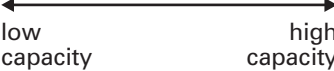




Teacher Resource 1

Anticipation Guide

Question	Prior Knowledge	After Viewing
<p>What does current research reveal to be the key successful practices of effective principals?</p>		
<p>What is distributed leadership? How is distributed leadership evident in your school, board, and community?</p>		
<p>How can I facilitate change that results in improved achievement for all students? How do I make it sustainable?</p>		
<p>How can I improve how my schools track student achievement? What do I need to do? What do I need from others?</p>		
<p>How can I evaluate the impact that I am having on student achievement?</p>		

Teacher Resource 2

Leaders of Today

Aspect of Societal Changes	Leaders today need to be...	Self-Reflection	Actions	Supports
Cultural				
Economic				
Social				
Demographic				
Technological				

Teacher Resource 3

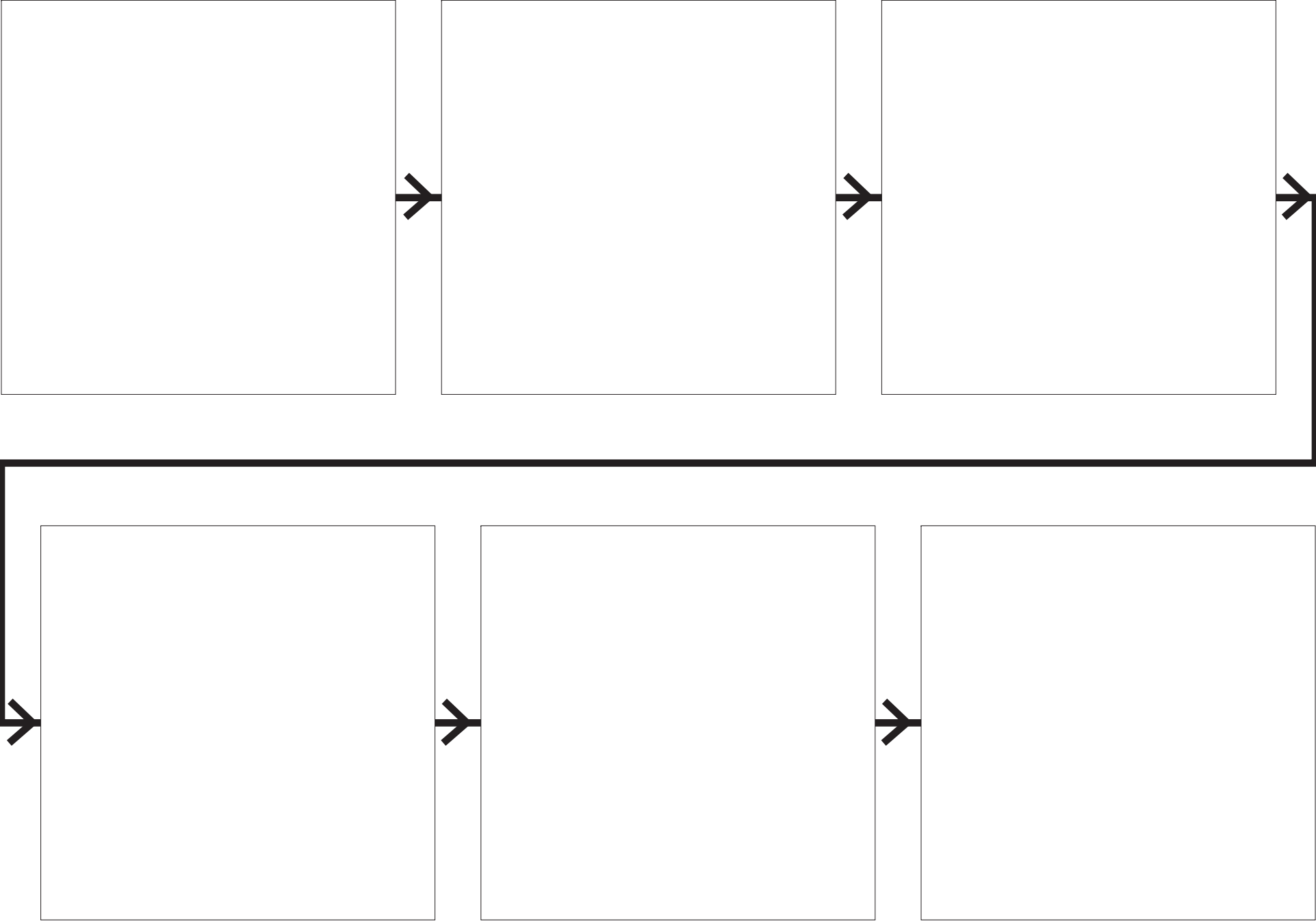
Powerful Sources of Influence

Focus	Powerful Sources of Influence	Key Messages	How can you achieve or improve this?	Evidence that it already exists
School	e.g. Disciplinary climate	<ul style="list-style-type: none"> • It involves the whole learning community 	<ul style="list-style-type: none"> • Having discussions with the staff about what is working and what is not working 	<ul style="list-style-type: none"> • Respectful behaviour in the halls
Classroom				

Teacher Resource 4
Practices to Track Student Achievement and Equity of Outcome

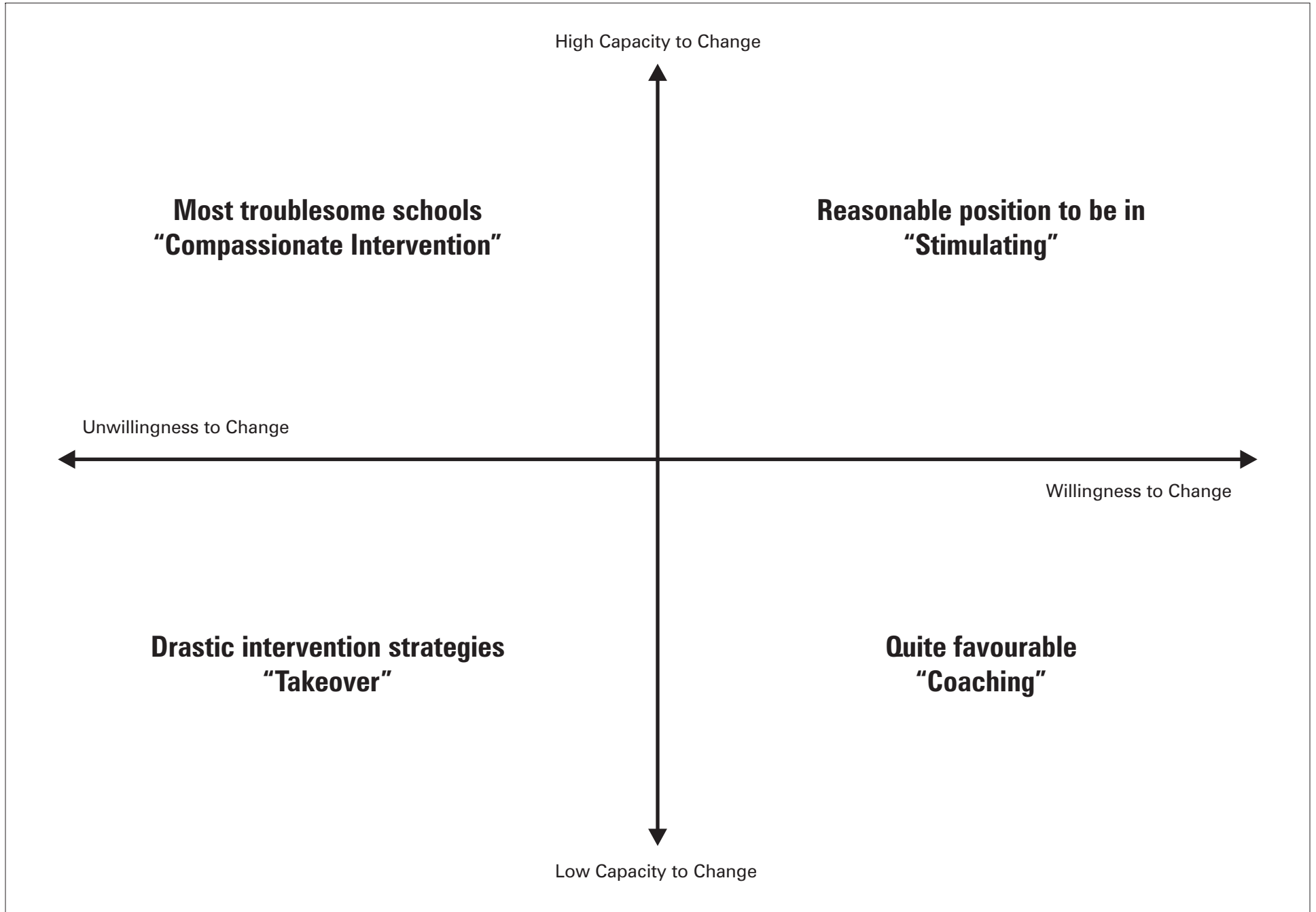
Practices	Practices Already in Place	Practices to Consider	Action for Implementation

Teacher Resource 5
Sequence Chart: Steps for Improvement



Teacher Resource 6

Capacity and Willingness to Change



Teacher Resource 7

General Viewing Notes

Presenter Says	I Say	Next Steps

Instructions

How to Insert a Video Clip into a PowerPoint Presentation

On this DVD you will find WMV versions of all segments of the webcast. To insert a clip into a PowerPoint follow the directions below:

1. Open PowerPoint.
2. Create a new PowerPoint presentation.
OR
Open an existing PowerPoint presentation to which you wish to add video.
3. Insert a DVD into the DVD drive of your computer.
4. If a new window pops up and asks you how you would like to view the files on the disc, choose "Open folder to view files."
OR
If a new window does not open, go to My Computer which can be accessed from the Start menu. Once the My Computer window has opened, double-click on the icon shaped like a disc, that will likely be labeled D or E.
5. Save the video segment that you would like to insert into a PowerPoint into the same folder that the Power Point presentation is saved in on your computer. Video files that have been saved onto your computer can be cropped and edited into smaller segments using Movie Maker (free on PCs) or iMovie (free on Macintosh).
6. On the slide that you would like to insert the video, click on Insert in the PowerPoint menu bar.
7. Under Insert, select Movies and Sounds.
8. Click on Movie from File.
9. A window will pop up which will ask you to find the video file that you would like to add.
10. Find and select the video file that you saved earlier in step 5.
11. Once you choose the video file you need, another window will pop up and ask if you want your movie to play automatically when you enter the slide or to play when it is clicked. Choose your preference.
12. You will notice that the starting image of your movie is not displayed on the slide.



How to Save the Video Files to Your Computer

The video files can all be copied and saved to your computer using either of the following methods for copying and pasting files.

Method 1

1. Right-click on the file and choose Copy.
2. Right-click within any folder that you would like to save it in, and choose Paste.

Method 2

1. Left-click on the file you would like to save, so that the file is highlighted.
2. Simultaneously press Ctrl and C (for Macintosh users, Command + C) to copy the file.
3. Left-click within any folder that you would like to save the file in, and simultaneously press "Ctrl" and "V" (for Macintosh users "Command" and "V") to paste the file there.
For Macintosh users, the "Command" key is the one with the following symbols:  

NOTE:

All video files you would like to insert into your PowerPoint presentation must be saved in the folder containing the PowerPoint file.

If you save a PowerPoint presentation to another location (i.e., a memory stick, CD, etc.) you must also save the video in the same location in order for the video to play. This means that if you transfer the presentation to another computer, you must transfer the video files with it. Otherwise the video will not link to the PowerPoint presentation.