

## MONDAY MORNING MEMO

Sept. 10, 2018

### Welcome Back everyone!

**HELP DESK** - <https://plpsd.on.spiceworks.com/portal/tickets> All request for tech support, including password resets, must be entered on the Help Desk. An icon should be on your computer desktop, if it's missing go to the link above and enter a request for it to be put on your desktop.

**Cleaning your iPad** - Handle your iPad with care to maintain its appearance. If you are concerned about scratching or abrasion, you can use one of the many cases sold separately. To clean iPad, unplug all cables and turn off iPad (press and hold the Sleep/Wake button, and then slide the onscreen slider). Use a soft, slightly damp, lint-free cloth. Avoid getting moisture in openings. Don't use window cleaners, household cleaners, aerosol sprays, solvents, alcohol, ammonia, or abrasives to clean iPad. iPad has an oleophobic coating on the screen; simply wipe iPad's screen with a soft, lint-free cloth to remove oil left by your hands. The ability of this coating to repel oil will diminish over time with normal usage, and rubbing the screen with an abrasive material will further diminish its effect and may scratch your screen.

**How To Clean a Flatscreen (LCD) Monitor** - Flat screen monitors, also known as LCD monitors, are a little different than their CRT cousins when it comes to cleaning. Your standard CRT monitor has a glass screen and can be cleaned in pretty much the same way as you would any other glass in your home or office. Flat screen monitors, however, require a bit of special care when cleaning. Their displays are much more sensitive and are easily scratched and damaged. The same applies to your LCD television. Follow these easy steps: 1. Turn off the monitor. If the screen is dark, it will be easier to see the areas that are dirty or oily. 2. Use a dry, soft cloth and very gently wipe the screen. A great choice would be the microfiber type of cloth used to clean eyeglasses. Avoid using paper towels, tissue paper, or non-ultrasoft materials which can scratch the screen. 3. If the dry cloth did not completely remove the dirt or oil, do not press harder in an attempt to scrub it off. Pushing directly on the LCD screen can often cause pixels to burn out. If necessary, dampen the cloth with distilled water or with an equal ratio of distilled water to white vinegar.

**Important Tips:** 1. Avoid cleaning products that contain ammonia, ethyl alcohol, acetone, toluene, ethyl acid, or methyl chloride. These chemicals can react with the materials that the LCD screen is made of which could yellow the screen or cause other kinds of damage. 2. Never spray liquid directly on the LCD screen or it could run inside the monitor and cause damage.

**Taking Care of Your Smartboard** - <http://www.smarttech.com/kb/077938> Please read the article for complete information and the Do's and Don'ts of taking care of your Smartboard and cleaning it. **Special Tips:** **Do not use low-odor dry-erase markers**, such as Sanford Expo markers with low-odor ink, because the ink is more difficult to remove. **Do not use adhesive tape** on your interactive whiteboard, because removing the tape can damage the top layer of the writing surface. **Do not spray cleaner directly onto the surface.** Instead, lightly spray cleaner on a cloth, and then gently wipe the screen. **Do not allow excess glass cleaner to flow into** the crack between the lower frame and the writing surface, or into the pen tray recesses.

**How to Clean a Dirty iPhone: A step-by-step Guide** <https://www.makeuseof.com/tag/clean-iphone-guide/> *"The screen is the most delicate part of your device, so you'll want to take extra care when cleaning it. Apple applies an oleophobic coating to your iPhone screen, which helps repel finger grease and oil. In order to preserve the oleophobic coating, you should only use water to clean your iPhone screen. Do not use abrasive cleaners, glass cleaner, surface sprays, rubbing*

alcohol, or anything that promises to cut through grease. These substances will damage the coating on your screen.”

**MTS PD DAY October 19, 2018** - <http://www.mbteach.org/mtscms/2018/08/31/mts-pd-day-oct-19-2018/> Find all the SAGE groups participating in the 2018 MTS PD Day. Click on the link of the group to see their individual program and registration information.

**MTS Professional Development 2018-2019** - [http://www.mbteach.org/pdfs/pd/PD\\_2018-19\\_Workshops.pdf](http://www.mbteach.org/pdfs/pd/PD_2018-19_Workshops.pdf)

September 17

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**#mbedchat** - connect with Manitoba teachers on Twitter

**The Periodic Table of Educational Tweeters** <https://ictevangelist.com/the-periodic-table-of-educational-tweeters-to-follow/>

**The Manitoba Teacher Newsmagazine** <http://www.mbteach.org/mtscms/2016/07/07/mts-magazines/>

**The manitoba-educators Daily** <http://paper.li/amckiel/manitoba-educators>

**educateurs-francophone** online newsletter <http://paper.li/dkuropatwa/educateurs-francophone>

**The Tech News Daily** – a newspaper by John Evans <http://paper.li/joevans#>

**Training and Resources for Smartboard:**

<http://exchange.smarttech.com/#tab=0>

<http://www.teachhub.com/free-interactive-whiteboard-resources>

Smartboard Games - <http://pbskids.org/whiteboard/>

**Manitoba Education**

**Workshop Registration System** <https://web36.gov.mb.ca/workshops/PI?action=Start>

**K-12 Website Updates**

**Assessment and Evaluation \_**

<https://web36.gov.mb.ca/ss/controller?action=go&to=AandE>

**Learning Resources Reviews \_**

<https://web36.gov.mb.ca/ss/controller?action=go&to=LearRes>

**Manitoba Curriculum Support Centre -**

<https://web36.gov.mb.ca/ss/controller?action=go&to=Libraries>

**Copyright Matters 4<sup>th</sup> Edition** is now available for download. <http://www.cmec.ca/140/Programs-and-Initiatives/Copyright/Copyright-Matters-/index.html> Manitoba teachers and administrators will have their photocopying and printing records audited for compliance. Manitoba Education has distributed a print version of the 4<sup>th</sup> Edition of Copyright Matters to all Manitoba teachers. If you

	<p>did not receive a copy please contact your school secretary. "Canadian copyright law continues to evolve in response to existing and emerging technologies, international agreements, and the need for reasonable balance between the rights of users and the rights of creators of copyright-protected works. Copyright Matters! takes into account Canada's new copyright law and recent Supreme Court decisions on fair dealing, and provides practical information for teachers on their rights and responsibilities with regard to the use of copyright-protected materials in educational institutions. Students, parents, and education administrators may also find it useful." Please contact Cheryl Robinson <a href="mailto:chrobins@plpsd.mb.ca">chrobins@plpsd.mb.ca</a> with any questions regarding Copyright laws. <b>Teachers! Thinking of using a copyright-protected work? Use this tool to find out if the use is allowed under fair dealing. Copyright Decision Tool</b> - <a href="http://www.copyrightdecisiontool.ca/">http://www.copyrightdecisiontool.ca/</a> <i>An important new tool for Canadian teachers - the Copyright Decision Tool - allows teachers to quickly check, prior to copying copyrighted material, to determine if what they are about to print or copy is allowed under the Fair Dealing Guidelines.</i></p>
September 24	<p><b>MTS PD DAY October 19, 2018</b> - <a href="http://www.mbteach.org/mtscms/2018/08/31/mts-pd-day-oct-19-2018/">http://www.mbteach.org/mtscms/2018/08/31/mts-pd-day-oct-19-2018/</a> Find all the SAGE groups participating in the 2018 MTS PD Day. Click on the link of the group to see their individual program and registration information.</p> <p><b>BYTE 2019 - The Call for Presentations</b> is open <a href="https://goo.gl/forms/eVjGVcPywhpFHZ2t2">https://goo.gl/forms/eVjGVcPywhpFHZ2t2</a> <b>The deadline for proposals is October 12, 2018.</b> Those who submit proposals will be notified of the results by November 23, 2018.</p> <p>The following new Manitoba Education workshops are now available for registration. Login to the <a href="https://web36.gov.mb.ca/workshops/PI?action=Start">Workshop Registration System</a> <a href="https://web36.gov.mb.ca/workshops/PI?action=Start">https://web36.gov.mb.ca/workshops/PI?action=Start</a> for details:</p> <p><b>ENGLISH LANGUAGE ARTS (ELA): Beginning Conversation and Inquiry</b></p> <ul style="list-style-type: none"> <li>- Thursday, October 25, 2018, Brandon</li> <li>- Tuesday, November 6, 2018, Winnipeg</li> </ul> <p><b>Maple</b> <a href="http://mapleforem.ca/en/">http://mapleforem.ca/en/</a> the <b>Manitoba Professional Learning Environment</b> is a new Manitoba Education service: an online educational community that provides educators access to resources, professional learning services and opportunities for collaboration and interaction. Maple is a network for teachers and other education professionals, a place for exchanging ideas, offering and receiving support. Maple is also an official channel for communicating Manitoba Education plans, initiatives, programs and curricula to educators and school leaders. Membership to Maple is offered to all Manitoba educators, school clinicians and pre-service teachers. Join us! <a href="http://www.edu.gov.mb.ca/k12/proflearn/maple_brochure.pdf">http://www.edu.gov.mb.ca/k12/proflearn/maple_brochure.pdf</a></p> <p><b>Orange Shirt Day</b> - <a href="http://www.mbteach.org/mtscms/?s=orange+shirt+day">http://www.mbteach.org/mtscms/?s=orange+shirt+day</a> includes lesson plans section.</p> <p><b>GOOGLE for Education EDU in 90</b> is a video series from Google for Education, with new episodes three times each month. Each episode, we'll focus on an important topic for educators, administrators, and school leaders - things like product updates, new programs, and helpful resources for the classroom. <a href="https://www.youtube.com/playlist?list=PLP7Bvyb3ap44ZF6qR7SLf5AXFHv8IJM50">https://www.youtube.com/playlist?list=PLP7Bvyb3ap44ZF6qR7SLf5AXFHv8IJM50</a></p> <p><b>Free Digital Citizenship and Safety course.</b> <a href="https://tinyurl.com/y96ovp4c">https://tinyurl.com/y96ovp4c</a> Through interactive online content, you'll learn fundamental lessons of digital citizenship and safety, as well as strategies for integrating them into your curriculum. Check out the full Digital Citizenship and</p>

	<p>Safety course - including lessons on savvy searching, avoiding phishing and scams, and online reputation management.</p> <p><b>Digital Safety Resources</b> <a href="https://tinyurl.com/y83lh5oy">https://tinyurl.com/y83lh5oy</a> Tools for the classroom and home. Interland is an adventure-packed online game that makes learning about digital safety and citizenship interactive and fun. The Be Internet Awesome curriculum gives educators the tools and methods they need to teach digital safety fundamentals. Included in the curriculum are lesson plans for the five topics, with activities and worksheets that were designed to complement Interland.</p> <p><b>PCI Trojan's Football Line Dance Home Opener 2018</b>  <a href="https://www.youtube.com/watch?v=VcaEsykI5V0">https://www.youtube.com/watch?v=VcaEsykI5V0</a></p>
October 9	<p><b>MTS PD DAY October 19, 2018</b> - <a href="http://www.mbteach.org/mtscms/2018/08/31/mts-pd-day-oct-19-2018/">http://www.mbteach.org/mtscms/2018/08/31/mts-pd-day-oct-19-2018/</a> Find all the SAGE groups participating in the 2018 MTS PD Day. Click on the link of the group to see their individual program and registration information.</p> <p><b>BYTE 2019 - The Call for Presentations</b> is open <a href="https://goo.gl/forms/eVjGVcPywhpFHZ2t2">https://goo.gl/forms/eVjGVcPywhpFHZ2t2</a> <b>The deadline for proposals is October 12, 2018.</b> Those who submit proposals will be notified of the results by November 23, 2018.</p> <p><b>ManACE Technology Information Night (TIN) - Wednesday, October 17, 2018</b> at 5:30 PM taking place Wednesday, October 17th, 2018 in the St. James-Assiniboia School Division's PSDC Auditorium, 150 Moray Street in Winnipeg. This event is free to attend and everyone's welcome to join us! Not only will you get to see three great presentations, but we'll also order some munchies (pizza &amp; salad) and provide a selection of delectable looking edibles! You'll have an opportunity to network with educators from several Manitoba school divisions and everyone in attendance will receive a parting gift! We've got a fantastic line-up for this ManACE TIN: ManACE EdChat Launch Facilitated by Leah Obach &amp; Tara McLauchlan, Google Digital Citizenship &amp; Safety Course Facilitated by Phil Taylor, and Professional Learning with a Maple Flavour Facilitated by John Evans. For more information and to register for this event go to <a href="https://www.eventbrite.ca/e/manace-tin-winnipeg-october-17th-2018-tickets-50745335665">https://www.eventbrite.ca/e/manace-tin-winnipeg-october-17th-2018-tickets-50745335665</a></p> <p><b>KOATS FOR KIDS</b> - <i>The United Way Central Plains and Big Brother Big Sisters of Portage la Prairie Koats for Kids clothing drive is looking for donations. The annual event aims to provide winter wear to children who do not have access to it on their own. Donations of gently used children's jackets, ski pants, toques, mittens, and scarves can be dropped off at the Bank of Montreal, Big Brothers Big Sisters, Circle K (Mac's Convenience Store), Portage Fire Hall, Stride Place, Tupper Street Family Resource Centre, United Way Central Plains and two Terrier Games on October 5th &amp; 17th. All donated items will be cleaned thanks to the Manitoba Development Centre. "They will be distributing the winter wear on the first four Thursdays in November from 2:30 - 5:30 P.M. at the Youth for Christ office (60 Tupper St) through the back alley entrance,"</i> <a href="https://www.portageonline.com/local/koats-for-kids-returns-for-the-18th-year">https://www.portageonline.com/local/koats-for-kids-returns-for-the-18th-year</a></p> <p><b>Copyright Matters 4<sup>th</sup> Edition</b> is available for download. <a href="http://www.cmec.ca/140/Programs-and-Initiatives/Copyright/Copyright-Matters-/index.html">http://www.cmec.ca/140/Programs-and-Initiatives/Copyright/Copyright-Matters-/index.html</a> Please contact Cheryl Robinson <a href="mailto:chrobins@plpsd.mb.ca">chrobins@plpsd.mb.ca</a> if you have Copyright questions.</p> <p><i>Thinking of using a copyright-protected work? Use this tool to find out if the use is allowed under fair dealing. Copyright Decision Tool</i> - <a href="http://www.copyrightdecisiontool.ca/">http://www.copyrightdecisiontool.ca/</a> An important new tool for Canadian teachers - the Copyright Decision Tool - allows teachers to quickly check, prior to copying copyrighted material, to determine if what they are about to print or copy is allowed under the Fair Dealing Guidelines.</p>

**Can teachers show an audiovisual work (such as a DVD or video) on school premises without infringing copyright?** © The Copyright Act permits showing an audiovisual work such as a DVD or video on the premises of an educational institution provided the following five conditions are met: Copyright Matters!

1. The showing must take place on the premises of an educational institution.
2. The showing must be for an audience consisting primarily of students, instructors, or persons directly responsible for setting a curriculum.
3. The showing must be for educational or training purposes.
4. The showing must not be for profit.
5. The copy shown must not be infringing or the person responsible for the performance has no reasonable grounds to believe that it is an infringing copy.

If all five conditions listed above are met, an audiovisual work may be shown for educational purposes without permission from the copyright owner and without the payment of royalties pursuant to section 29.5(d) of the Copyright Act.

Teachers can show audiovisual works purchased or rented from a retail store, a copy borrowed from the library, a copy borrowed from a friend, or a YouTube video.

Showing audiovisual works for non-educational purposes, such as fundraising or a family movie night, requires permission and the payment of copyright royalties.

***Showing movies from subscription services in the classroom is governed by the terms of the agreement between the subscriber and the subscription service. If the agreement provides that use is limited to “personal” or “household” use, for example, then classroom use is not permitted.***

**Can teachers copy an audiovisual work at home and show it in the classroom?** ©

No. Teachers cannot copy an audiovisual work at home and then show it in the classroom.

Teachers can, however, show a legally obtained copy in the classroom. A legally obtained copy includes a copy purchased or rented from a retail store, a copy borrowed from the library, a copy borrowed from a friend, or a YouTube video.

October 22

**ManACE Twitter Slowchat** Our slowchat conversation is just getting rolling! Check out [#mbedchat](#) to join the discussion! **October 2018 Theme – Professional Learning.** Each month will have a new theme and a new moderator from the ManACE Board. To join this month's Twitter slowchat on professional learning, simply watch for the weekly question(s) which will be designated Q1, Q2, Q3 and share your answer using A1, A2, A3 and the hashtag [#mbedchat](#)

**Why join a slowchat?**

- Twitter is a great place to connect with other educators and learn from their ideas
- a slowchat is just that - the conversation unfolds slowly, so you can respond to the questions at your convenience throughout the week
- it is a professional learning opportunity that you can take advantage of anywhere (yes, even at home on the couch!)

Learn more at <http://www.manace.ca/journal/manace-twitter-slowchat-launching-oct-17>

The PD Committee would like you to take 5 minutes to complete a feedback form. We want to give feedback to the facilitators that came out to our division to present to our teaching staff, as well as collecting feedback on how we can better operate future PD Days. We appreciate you taking the time to give us your feedback. Please see the link below for the form.

<https://tinyurl.com/yab97f9u>

For this year only, the date of **Take Our Kids to Work™** (TOKTW) has been changed to Wednesday, **November 14, 2018**. Take Our Kids to Work™ invites students in Grade 9 to spend a day at work

with a parent, relative or volunteer host to help them learn about today's workplace and explore possible future career options. <https://www.edu.gov.mb.ca/k12/cur/cardev/toktw.html>

Access **CBC News in Review** through the Curriculum Support Centre website <http://mbcsc.edu.gov.mb.ca/> . **News in Review** is CBC's flagship current-event series for the classroom that looks at the most important international, national and regional stories. Each month from September to April, the top four news stories are presented. Commentary, background information and links are provided, as well as teacher resource guides.

**Nomination forms for the 2018-2019 Excellence in Education Awards** are now available. **All nomination forms must be submitted by November 30, 2018.** <https://www.edu.gov.mb.ca/k12/excellence/index.html>

**What Schools Can Learn From a Science Museum That Makes Learning Irresistible for Kids** <https://www.edsurge.com/news/2017-07-12-what-schools-can-learn-from-a-science-museum-that-makes-learning-irresistible-for-kids>

**Chromebooks: We Can and Must Do Better** <https://alicekeeler.com/2018/02/01/chromebooks-can-must-better/> This article encourages teachers to move past low level tasks for students and toward communicating digitally and visually on chromebooks. It gives you three tools to use on chromebooks which will allow you to create/edit video, create and edit sounds files, and use visual templates for campaigns on different social media platforms including 40 tips for students on social media marketing.

**Googly Tools** – Resources for teachers <https://sites.google.com/gtrainerdemo.prtaylor.ca/googly-tools/resources>

October 29

**Manitoba Education**

***Middle Years Human Ecology: Manitoba Curriculum Framework of Outcomes 2018***

[https://www.edu.gov.mb.ca/k12/cur/teched/human\\_ecology/index.html](https://www.edu.gov.mb.ca/k12/cur/teched/human_ecology/index.html) is now available. This is a revision to the 2015 curriculum framework, which replaced the previous home economics curriculum. Posters highlighting the course descriptions and goals, as well as career pathways of the course(s) are available.

The ***French Language Education Review 2016-2017: Provincial Report - Profile of Initiatives and Five-year Overview, French (English Program)***

[https://www.edu.gov.mb.ca/k12/docs/reports/fr\\_eng\\_report\\_16-17/index.html](https://www.edu.gov.mb.ca/k12/docs/reports/fr_eng_report_16-17/index.html) has been posted. This report presents the data collected from the 2016-2017 School Division Questionnaire with responses from 34 of 36 school divisions offering French courses (English Program) in Manitoba.

If you are not already a member of the **Manitoba Curriculum Support Centre**, please access the registration form on the **Curriculum Support Centre website** <http://mbcsc.edu.gov.mb.ca/> or call 204-945-5371. Your membership provides you access to:

- K-12 and early childhood classroom resources.
- Subject searches. We can search and find resources for you!
- Free delivery and returns across Manitoba.

Any questions? We can help.

Email: [iruref@gov.mb.ca](mailto:iruref@gov.mb.ca)

Phone: 204-945-7830, Toll free (in Manitoba): 1-800-592-7330

Visit: Main Floor, 1181 Portage Avenue, Winnipeg

	<p><b>MakerBot live webinar</b> on Thursday. We will be walking through 3D printing technologies, how 3D printing fits in STEAM curriculum, and a live demo of a lesson plan! DATE: Thursday, November 1st, 2018 TIME: 4:00 - 5:00 pm Eastern. If you can't attend this webcast, a recording will still be sent to all those who register. <a href="https://tinyurl.com/yc9ghusb">https://tinyurl.com/yc9ghusb</a></p>
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