

Teacher's Pet: Lesson Planning Made Easy With OneNote

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OneNote as a Teaching Tool

- Short-term lesson planning
- Long-term resource
- Quickly Organize and Manage content
- Cross-functionality with Microsoft and A/V

EASY

QUICK

FUN

TIME-SAVER

SHARABLE

SENSIBLE

Steps as easy as 1, 2, 3

- 1) Create a notebook
- 2) Create pages
- 3) Add content

1) Open OneDrive

Search results - michelina... Microsoft Office Home Files - OneDrive

https://mccollege-my.sharepoint.com/personal/msteil_mccollege_edu/_layouts/15/onedrive.aspx

Office 365 OneDrive

Search

New Upload Sync Sort

Files

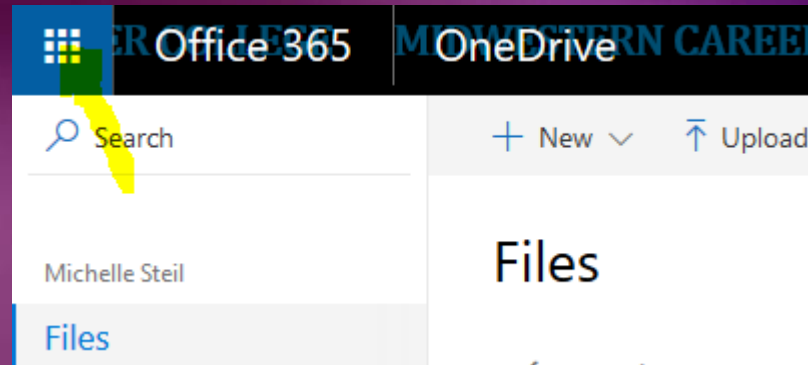
Name	Modified	Modified By	File Size	Sharing
Email attachments	November 4	Michelle Steil		Only you
Notebooks	October 13	Michelle Steil		Only you
HUM115 Syllabus.STEIL.11.19.16 AAS DMS.docx	November 19	Michelle Steil	237 KB	Only you
mccollege-my.sharepoint.com.url	October 28	Michelle Steil	122 bytes	Only you
Quiz Improvement Chapter 3.docx	Tuesday at 6:22 PM	Michelle Steil	13.5 KB	Only you

Drag files here to upload

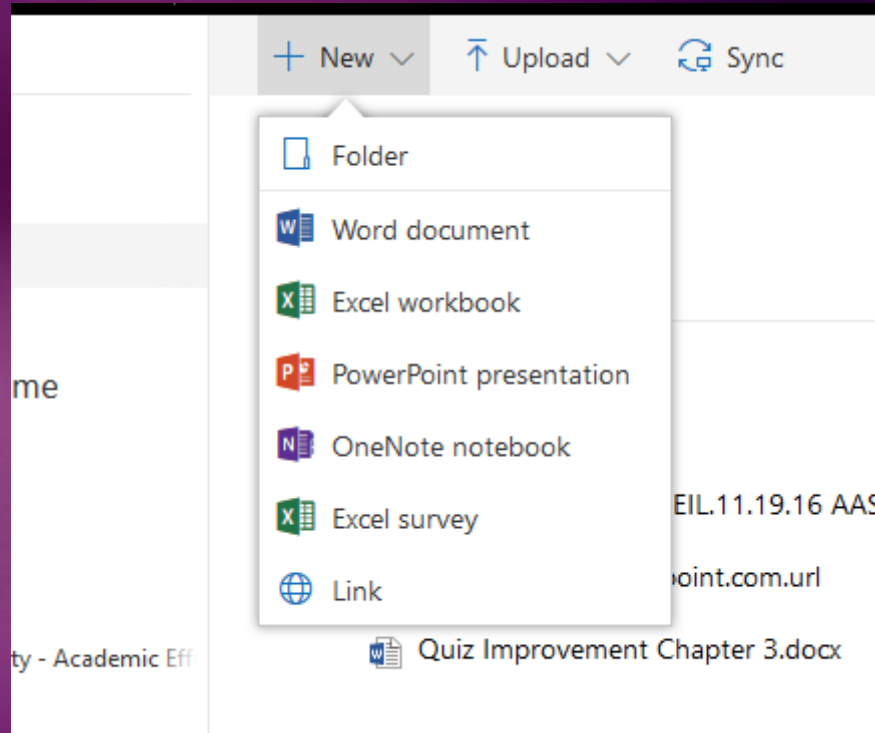
Get the OneDrive apps
Return to classic OneDrive

6:06 PM 12/8/2016

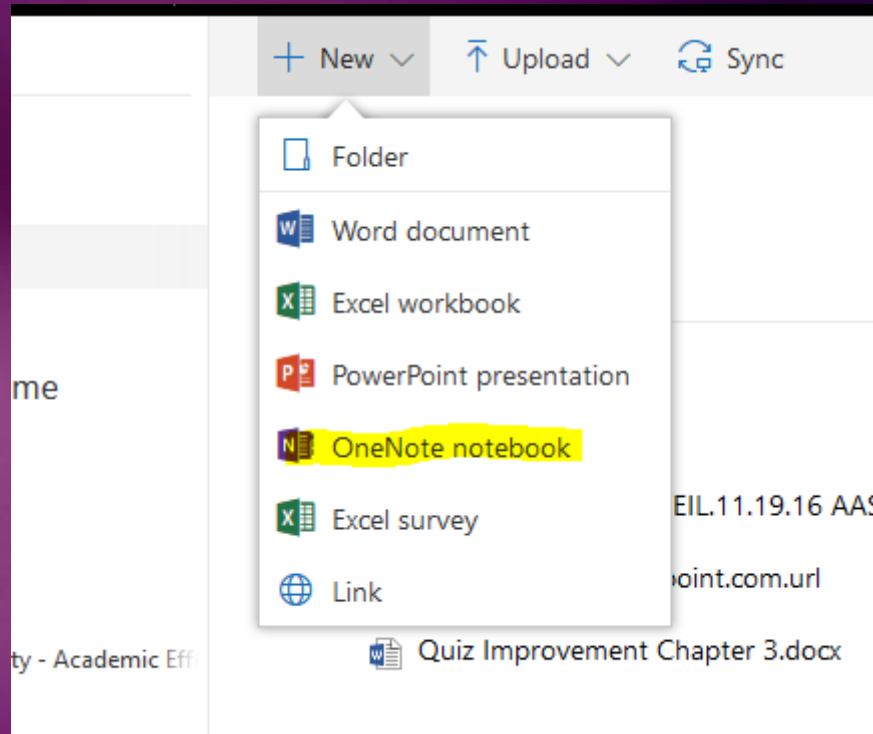
Click on the square in the upper left-hand corner.



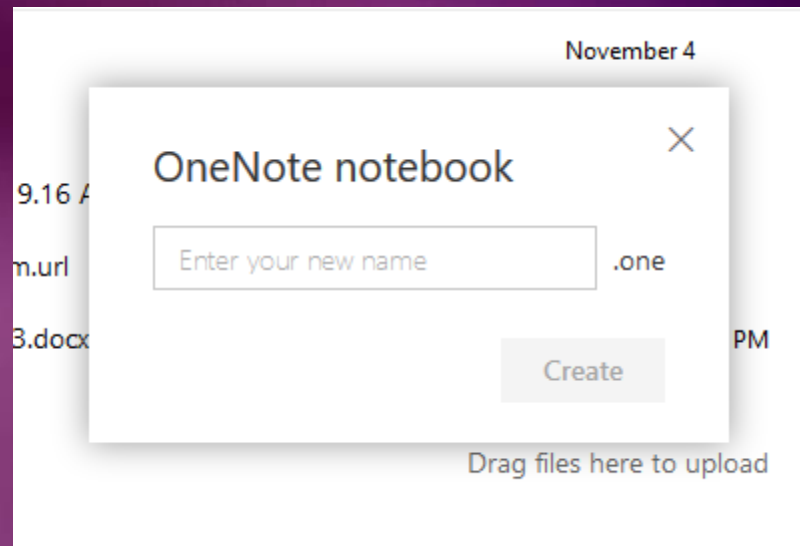
Select “New” from drop-down list.



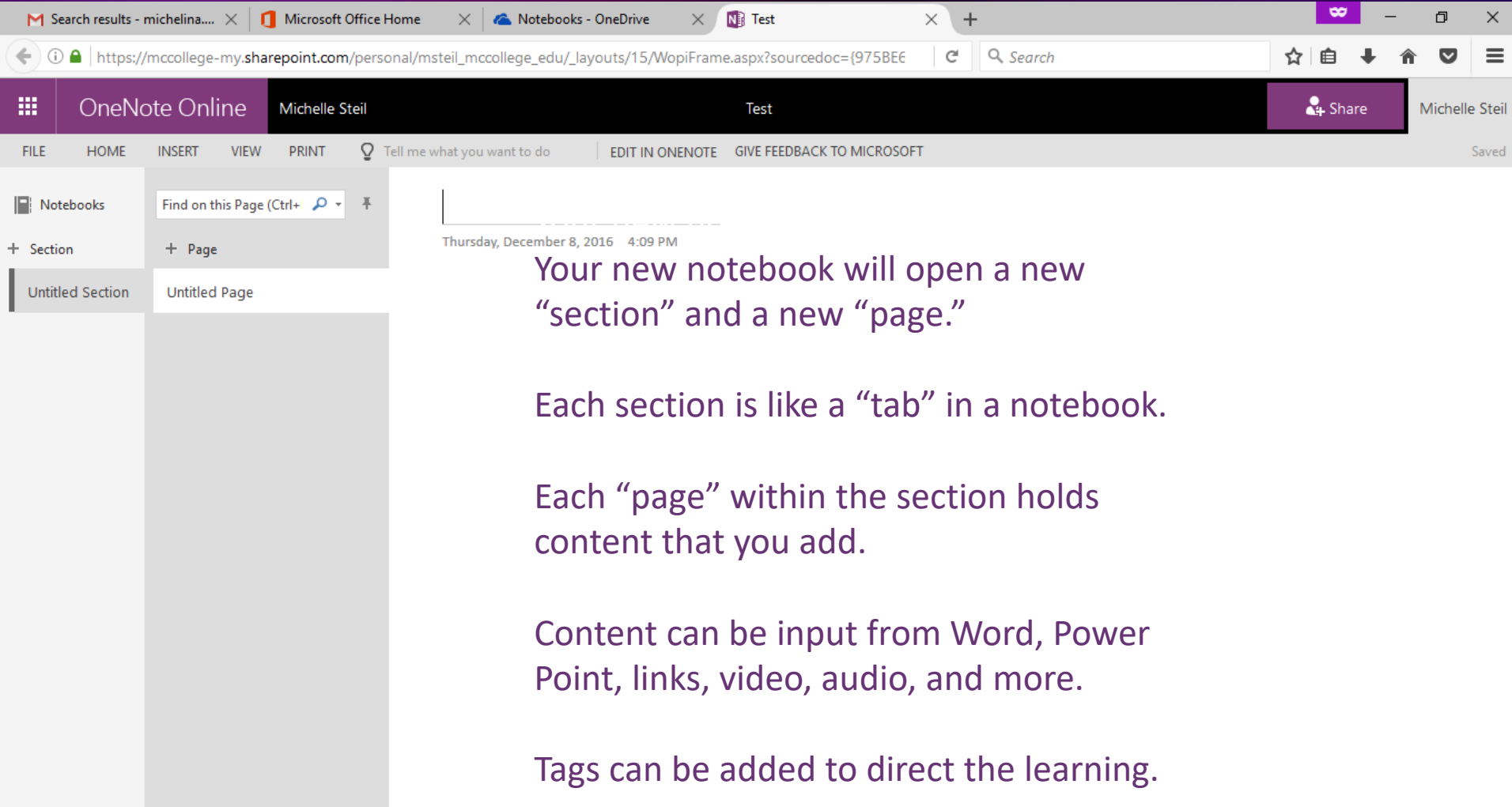
Choose OneNote notebook.



Name the new notebook.



Add Content.



The screenshot shows the OneNote Online interface in a web browser. The browser tabs include 'Search results - michelina...', 'Microsoft Office Home', 'Notebooks - OneDrive', and 'Test'. The address bar shows the URL: https://mccollege-my.sharepoint.com/personal/msteil_mccollege_edu/_layouts/15/WopiFrame.aspx?sourcedoc={975BE6...}. The OneNote interface has a purple header with 'OneNote Online', the user name 'Michelle Steil', and a 'Share' button. Below the header is a ribbon with tabs: 'FILE', 'HOME', 'INSERT', 'VIEW', 'PRINT', and a search box. The main content area shows a notebook structure with a 'Notebooks' pane on the left containing 'Untitled Section' and 'Untitled Page'. The main page content area displays a date and time stamp: 'Thursday, December 8, 2016 4:09 PM' followed by the text: 'Your new notebook will open a new "section" and a new "page."'.

Thursday, December 8, 2016 4:09 PM

Your new notebook will open a new "section" and a new "page."

Each section is like a "tab" in a notebook.

Each "page" within the section holds content that you add.

Content can be input from Word, Power Point, links, video, audio, and more.

Tags can be added to direct the learning.

Click to play Demo

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