

TEACHER USER GUIDE

**PRIVATE
EYE**

CSI LITERACY

1 Explore the cases!

Before setting up your students, check out the CSI Private Eye cases, and other CSI Literacy resources on your bookshelf. Print this user guide for easy reference.

2 Setting up

1. When you are ready to set up your students, click the dark grey **VIEW CLASS** button.
2. To add a single student, click the **ADD STUDENT** button and then enter their name, give them a username and password, and assign them resources.
3. Alternatively, you can upload a "csv"

spreadsheet file containing the details of many students (this is great for adding a whole class of students in a single step).

4. You can also select many (or all) students using the tickboxes, and change which resources are assigned to these students. Hover over the icons at the top of the page for more information!

3 Distributing student login information

1. Click on **VIEW ALL STUDENT LOGIN INFO**
2. Click on **PRINT LOGIN DETAILS** to print all usernames and passwords.
3. Cut the login info into strips and distribute the strips to your students.

4 Prepare your students for the CSI Private Eye case

1. Return to the **VIEW RESOURCES** page, and read the "walkthrough" of the case your students will investigate.
2. Ensure all of your students have an internet-capable device with the latest Chrome or Safari browser.
3. Have your students go to www.csi-literacy-cloud.com and log in at the top-right corner by selecting "Student" and entering their username and password.

4. Have your students open the relevant case by selecting it from their bookshelf.
5. Students can investigate the case by themselves, or with a learning partner. Please note though, all students will be required to write answers into their own browsers, and will receive their own "case report" when finished.
6. Inform your students that their answers will be saved to a report that you will be checking at the end.

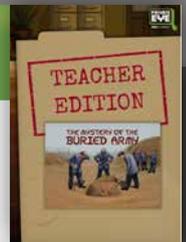
5 Observe and support your CSI Literacy "detextives"

1. Cases may take 30–60 mins for students to explore. They can save, quit, and return to a case any time. Cases can be explored over more than one class period, or can be given as homework.
2. When finished, students can check how they did by clicking the bulletin board in their office.
3. You can check their report from your teacher account, too. Simply click on the **VIEW ALL** link to the right of the student's name, then open the relevant Private Eye case. If they have completed the case, you will see a report of how they did.



6 Setting up the writing lesson

1. You can download and print all "teacher" and "student" writing lesson plans from your teacher's bookshelf.
2. Select one of the three writing lessons available for that case.
3. Print or photocopy enough student lessons for all of your students.



7 Teaching the lesson

1. Follow the teacher lesson instructions and guide students through the following process:
 - a. Students read a mentor text related to the online case.
 - b. Students prepare to write by planning their text.
 - c. Students then write their own text, using the mentor text as a guide.
 - d. After writing, students revise and edit their work.
 - e. Finally, students can use the rubric provided to review others' work.

Technical Tips

Please ensure that students use the latest editions of Chrome or Safari.

CSI Private Eye is designed for use with the following:

- Chromebooks
- iPads
- Android tablets
- PCs or Macs



If students encounter this symbol for an extended period, ask them to try clicking on the symbol. If they're still having trouble, get them to close and re-open the case.

CSI Private Eye relies on a good internet connection. Before you contact us for technical help, please ensure that you and/or your IT support person check that the connection is okay, and that your Chrome or Safari browsers are fully updated.

If you still need support, email us at info@csi-literacy.com