

Addysg



Cefnogi Dysgu
Supporting Learning



Cwmpawd

Sharing Activities

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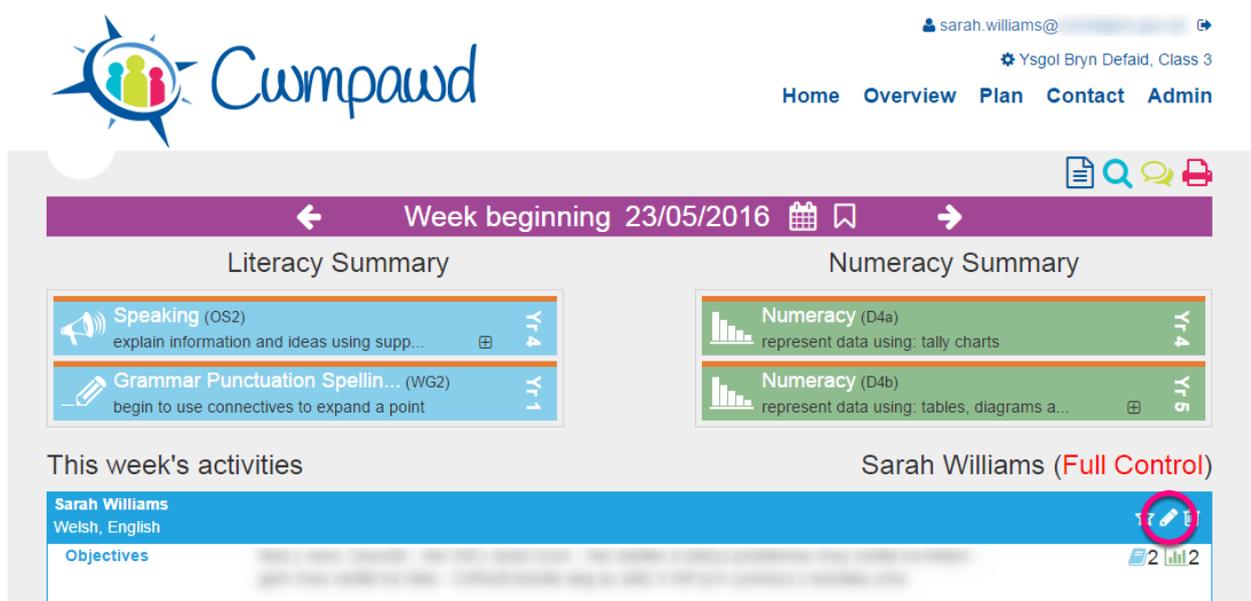
Sharing in Cwmpawd

It is possible to share activities in Cwmpawd three ways.

- **Share to User**
A code will be generated to give to other users who would like a copy of an activity.
- **Share to Class**
An activity can be copied to other classes that you have access to.
- **Public**
A copy of the activity will be publicly accessible for other Cwmpawd users to use.

Sharing an Activity

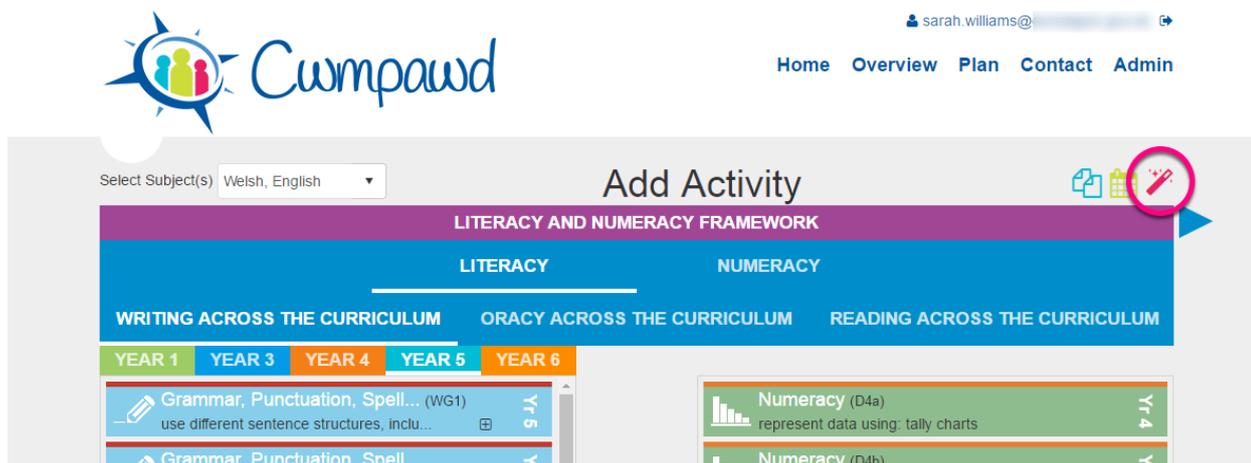
To share an activity, find the activity that you have written and click on the pencil to edit.



The screenshot shows the Cwmpawd interface for a user named Sarah Williams. The main content area is divided into two columns: Literacy Summary and Numeracy Summary. The Literacy Summary includes activities like 'Speaking (OS2)' and 'Grammar Punctuation Spellin... (WG2)'. The Numeracy Summary includes 'Numeracy (D4a)' and 'Numeracy (D4b)'. Below these, there is a section for 'This week's activities' with a red circle highlighting the pencil icon for editing an activity.

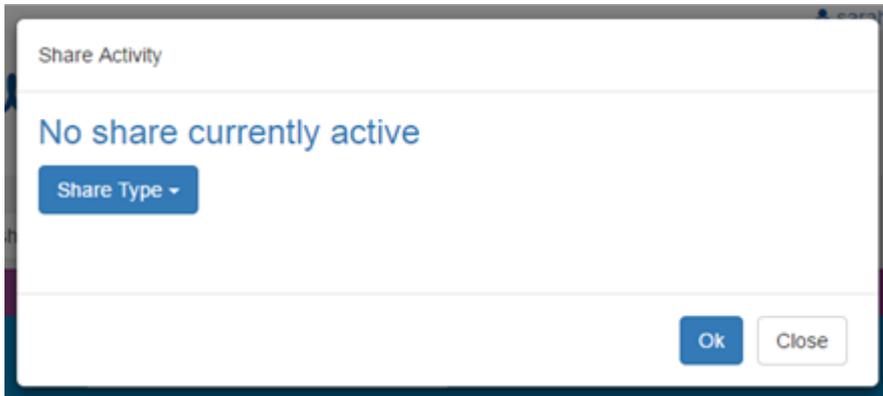
Once in the activity, click on the magic wand to set up the share.

The magic wand button will only be visible once the activity has been saved.



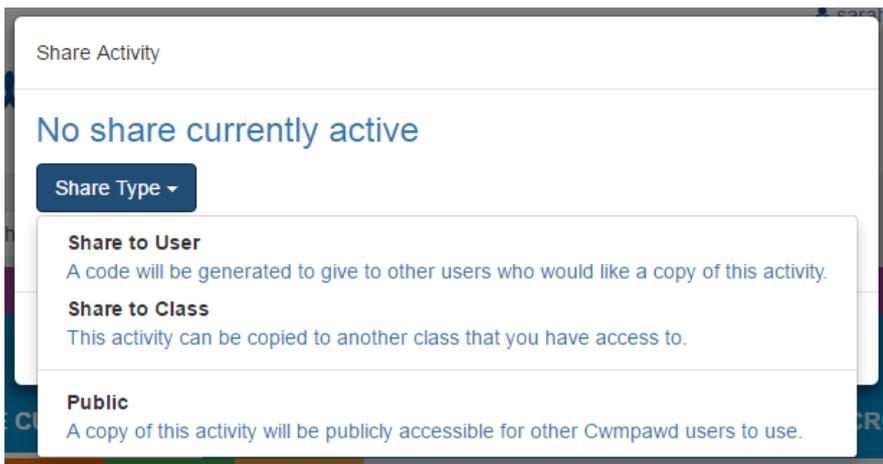
The screenshot shows the 'Add Activity' screen in Cwmpawd. The user is logged in as Sarah Williams. The interface displays a grid of activity options categorized by 'LITERACY' and 'NUMERACY'. A red circle highlights the magic wand icon in the top right corner of the activity grid, which is used to set up sharing for the selected activity.

The **Share Activity** window will open.

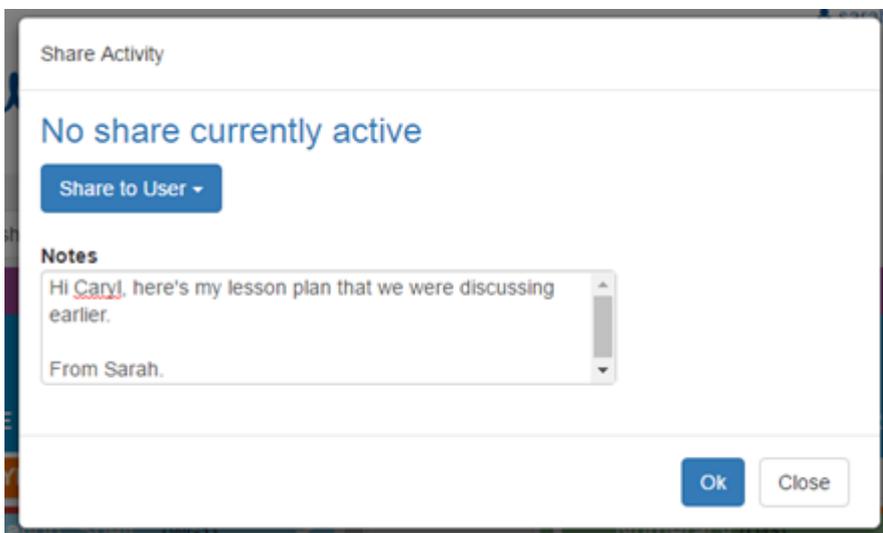


Share to User

To share to other users, select the **Share to User** type from the list.



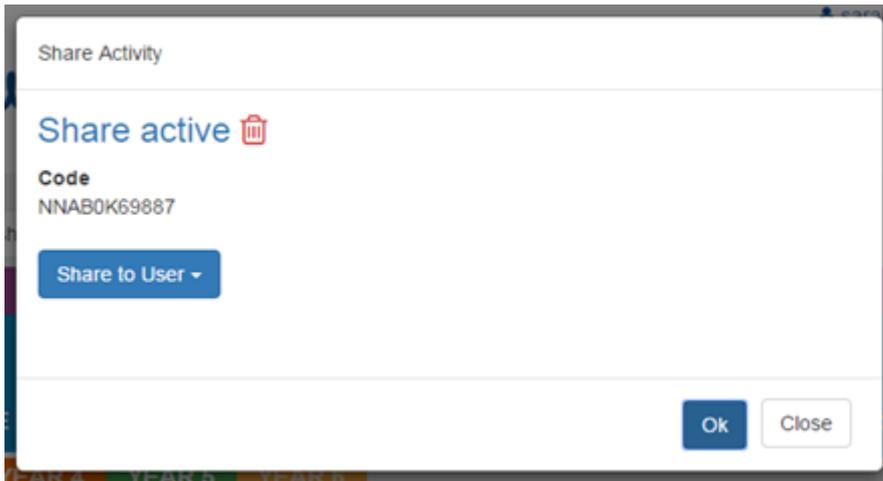
You can add notes which will appear with the shared copy of the activity. These notes will be visible to anyone that you give the share code to.



Once you click ok, the Share code will be generated. Copy the code and send it to other Cwmpawd users to make a copy of your activity.

You can share the activity with as many users as you like using the same code.

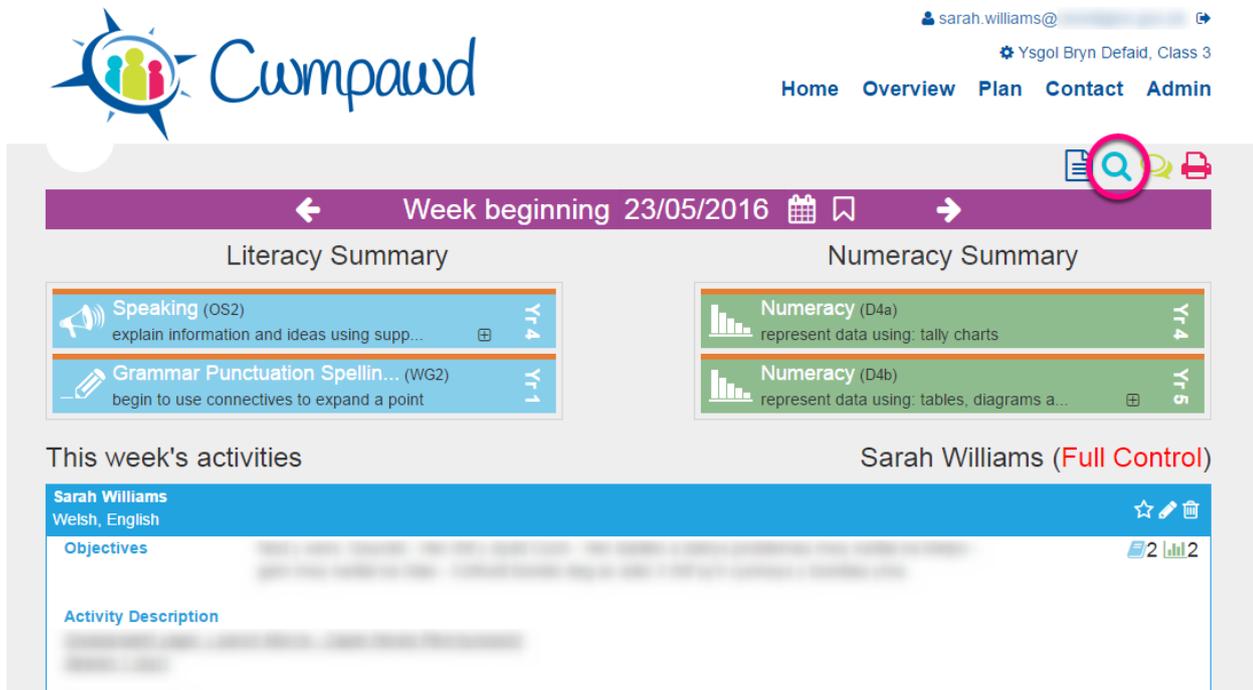
*You can stop sharing the activity at any time by clicking on the **magic wand** in the activity and clicking the **bin**. This will not delete any copies of the activity. To close this window, click **Close**.*



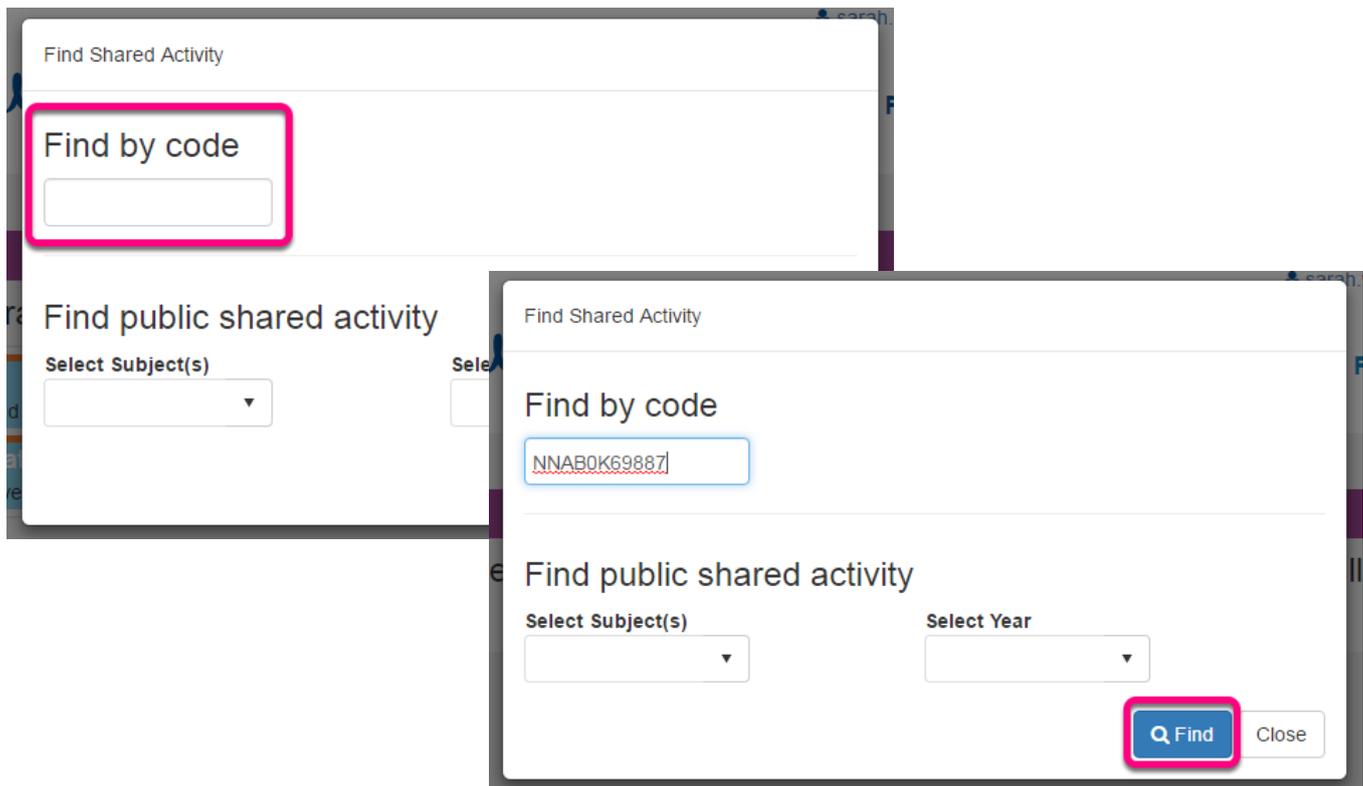
Using a Shared Activity in your own Plan

To add a shared activity to your own plan, first go to the week that you want to add it to.

Click on the Magnifying glass to open the **Find Shared Activity** window.



If another user has shared an activity with you and you have a code, copy the code into the **Find by code** box then click the **Find** button.



The shared activity will be displayed. Click **Add** to add the activity to your plan.

The whole activity will be added to your plan, including the framework elements.

Find Shared Activity

Success! Activity found for code NNAB0K69887.

Find by code

Find public shared activity

Select Subject(s) Select Year

Activity Preview

Notes from Sarah Williams
Hi Caryl, here's my lesson plan that we were discussing earlier.
From Sarah.

+ Add

Sarah Williams
Welsh, English

Objectives 2 2

Activity Description

Find Shared Activity

Success! Activity Added.

Find by code

Find public shared activity

Select Subject(s)

Select Year

Activity Preview

Notes from Sarah Williams

Hi Caryl, here's my lesson plan that we were discussing earlier.
From Sarah.

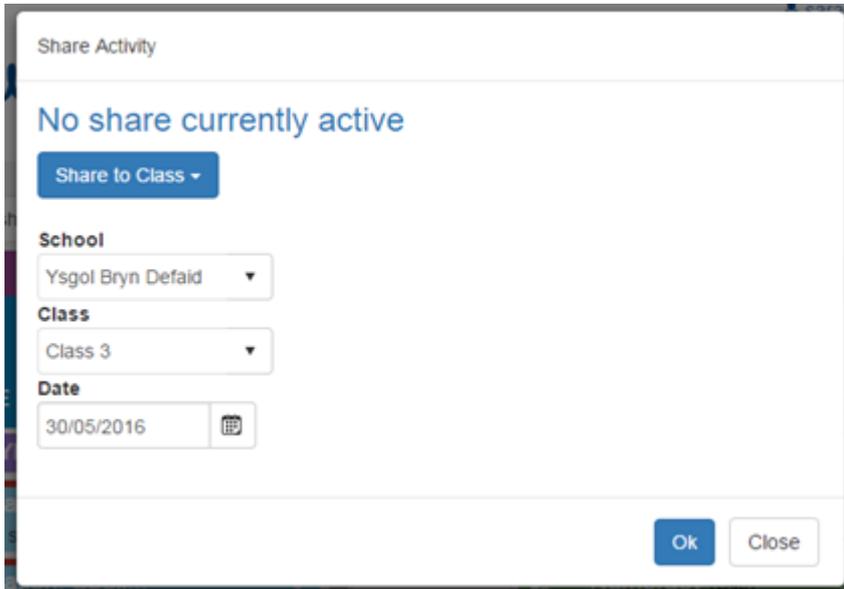
Sarah Williams
Welsh, English

Objectives 2  2 

Share to Class

To share to another class that you have access to, select **Share to Class** from the list.

You may need to select the school, depending on if you are planning for classes in different schools. Select the class and the date that you want to copy the activity to.



Share Activity

No share currently active

Share to Class ▾

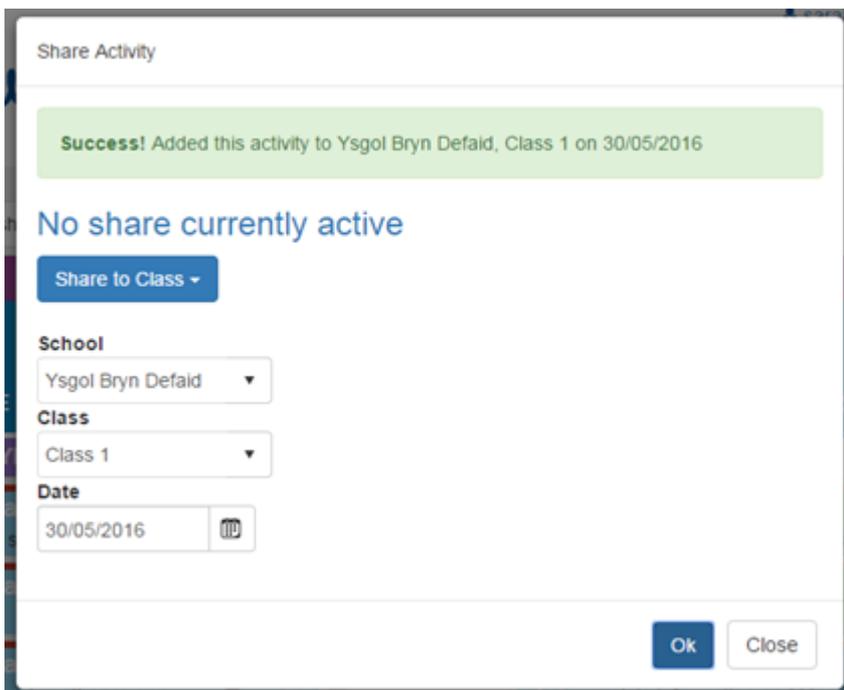
School
Ysgol Bryn Defaid ▾

Class
Class 3 ▾

Date
30/05/2016

Ok Close

You will have a message of confirmation when the activity has been copied.



Share Activity

Success! Added this activity to Ysgol Bryn Defaid, Class 1 on 30/05/2016

No share currently active

Share to Class ▾

School
Ysgol Bryn Defaid ▾

Class
Class 1 ▾

Date
30/05/2016

Ok Close



sarah.williams@

Ysgol Bryn Deraid, Class 3

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← Week beginning 23/05/2016 →

Literacy Summary

- Speaking (OS2)** Yr 4
explain information and ideas using supp...
- Grammar Punctuation Spellin... (WG2)** Yr 1
begin to use connectives to expand a point

Numeracy Summary

- Numeracy (D4a)** Yr 4
represent data using: tally charts
- Numeracy (D4b)** Yr 5
represent data using: tables, diagrams a...

This week's activities

Sarah Williams (Full Control)

Sarah Williams Welsh, English

Objectives

Activity Description

...

...

...

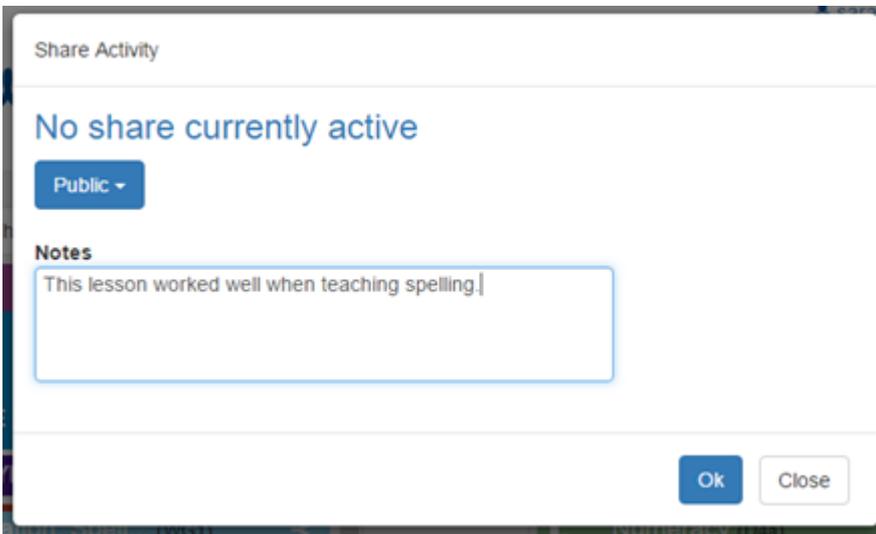
...

...

Public

To make a public copy of an activity to share with all other Cwmpawd users, select **Public** from the list.

Add a note to give more details. The note will be displayed with the activity for all users to see.



Share Activity

No share currently active

Public ▾

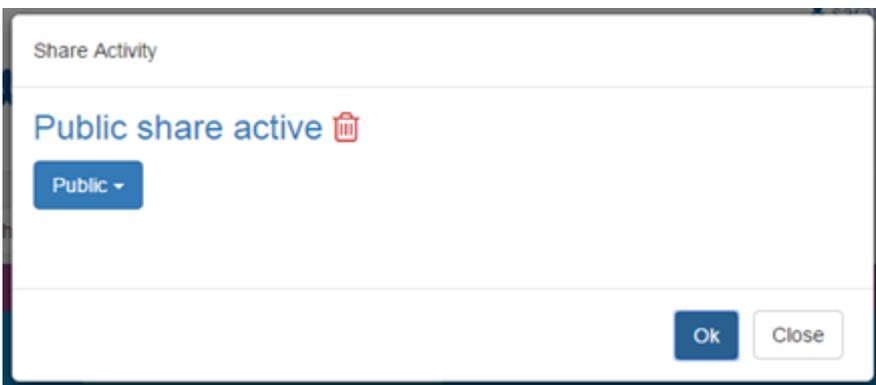
Notes

This lesson worked well when teaching spelling.]

Ok Close

Clicking **Ok** will make the activity public.

To stop sharing the activity, click on the bin.



Share Activity

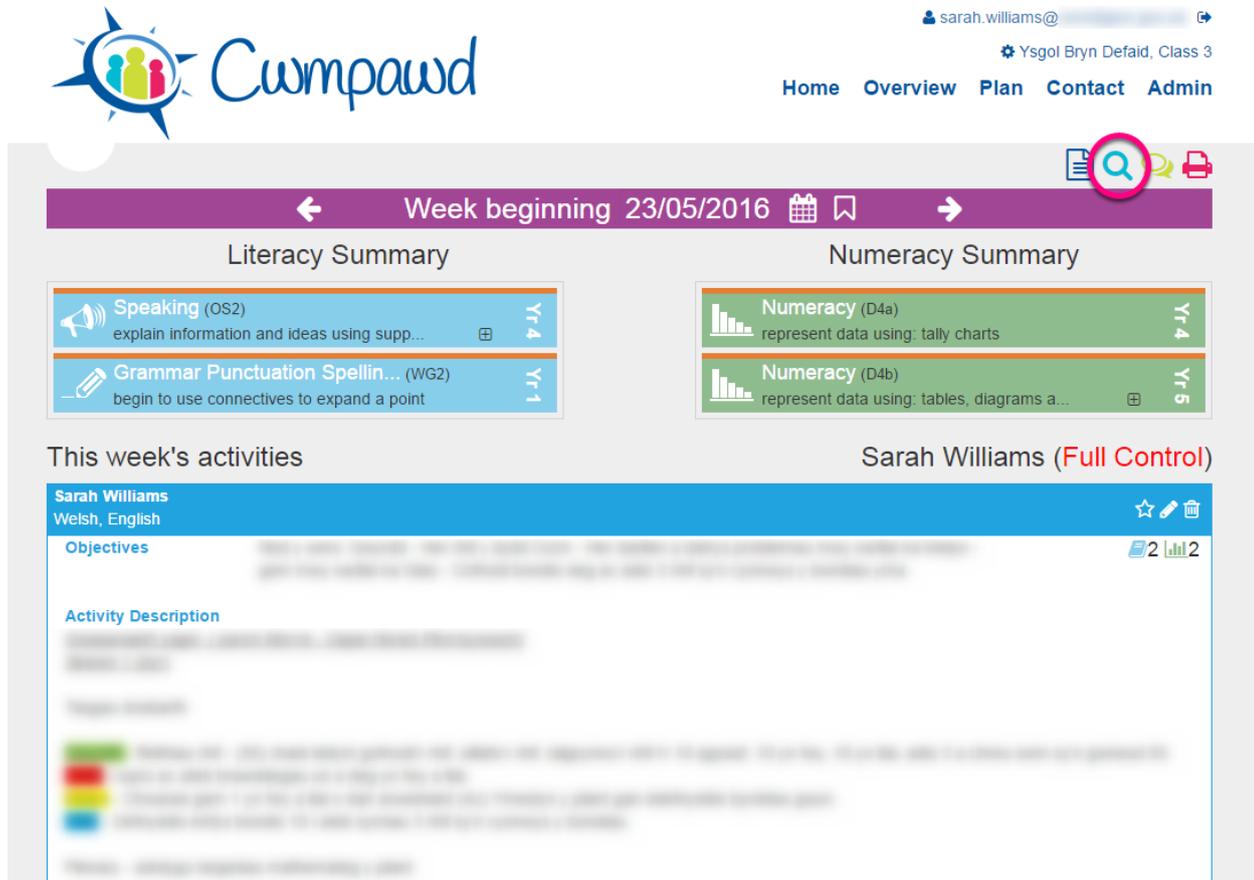
Public share active 🗑️

Public ▾

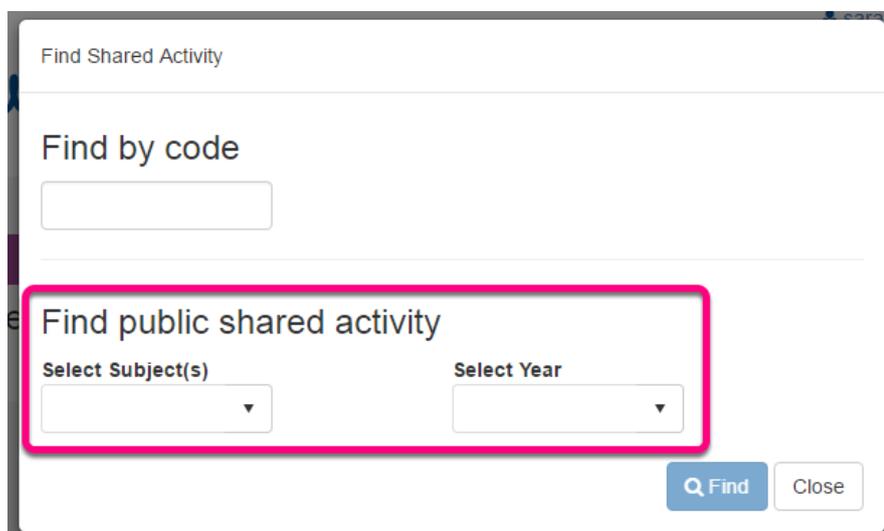
Ok Close

Searching for Public Activities

To search for public activities, go to the week that you want to add an activity to in your plan and click on the magnifying glass.



Select one or more subjects from the subjects list and or one or more years from the year list then click **Find**.



The activities matching the selected criteria will be listed. Click **Add** to add an activity to your plan.

Find Shared Activity

Success! Activities found for search criteria.

Find by code

Find public shared activity

Select Subject(s)
Welsh

Select Year
Year 4

Find **Close**

Activity Preview

Notes from Sarah Williams
This lesson worked well when teaching spelling. **+ Add**

Sarah Williams
Welsh, English

Objectives  2  2

Activity Description