GYO-PD FOR EDUCATORS

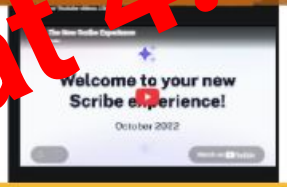
ONLINE VIA ZOOM
DATE: NOV 19, 2026
TIME: 4:30 - 5:30 PM

• Save Time, Teach Better: Creating Step-by-Step Guides with Scribe!

Stop repeating technical instructions. Learn how to instantly generate beautiful, easy-to-follow visual guides for your future students in seconds!

Scribe

As a teacher, you will constantly need to show students (and parents!) how to complete tasks, navigate websites, and digital tools. Scribe (scribehow.com) is a free browser extension that watches your clicks and automatically turns them into a step-by-step tutorial with screenshots and text



- How to install the Scribe extension.
- How to record a process and edit the text/images to make them clear.
- How to share your guides via links, PDFs, or directly inside an LMS (like Google Classroom or Canvas).
- How visual step-by-step guides support ELL students and students with IEPs.

Bring Your Device for Hands-On Practice!

This is not a sit-and-get lecture! Please bring your laptop. You will create your very first Scribe guide during the session

Questions:
tjsullivan2@eiu.edu
eiu.edu/rsi/prof_development.php

Zoom Link

Recommend bringing a laptop or tablet

Will begin at 4:30 pm

60-MINUTE EDUCATOR WORKSHOP

Instant How-To Guides with Scribe

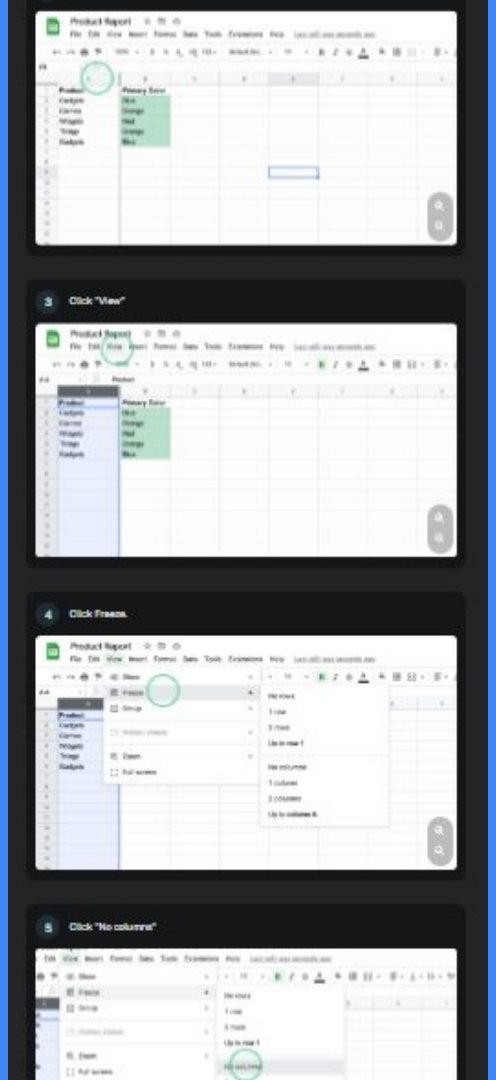
Turn activities into clear visual step-by-step instructions in seconds



ScribeHow

Create step-by-step How-to guides

scribehow.com



EIU RURAL SCHOOL INITIATIVE

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Register for Credit

Zoom Link

Sign-In

GROW YOUR OWN TEACHERS ILLINOIS

Tools to help teachers differentiate to meet the needs of all students

Slides

Our 60-Minute Game Plan

0:00 – 0:08
The Hook
Contrast finished Scribes against manual screenshots.

0:08 – 0:15
Quick Setup
Create free accounts and pin browser extensions.

0:15 – 0:25
Live Demo
Record and edit a six-step assignment guide.

0:25 – 0:45
Make & Take Lab
Build one real guide for tomorrow's class.

0:45 – 0:55
Privacy & Sharing
Check FERPA safety and embed into your LMS.

0:55 – 1:00
Student Creators
Empower learners to build peer tutorials.

Hands-On From Start to Finish

45 min

Dedicated to building your own classroom resource

15 minutes watching • 45 minutes creating

Why Scribe Beats Old Workarounds

Traditional Methods

Manual Docs: Slow screenshotting, cropping, and pasting.

Long Videos: Students scrub endlessly to find one click.

Tech Interruptions: Constant hands raised for basic steps.

The Scribe Advantage

Instant Capture: Auto-generates screenshots and click targets.

Self-Paced Visuals: Learners scan steps at their own speed.

Lower Cognitive Load: Clear visual cues prevent student overwhelm.

Scribe Overview

Capture

Record any process

Turn on the Scribe recorder in the browser extension or desktop app and walk through your process as normal.

Customize

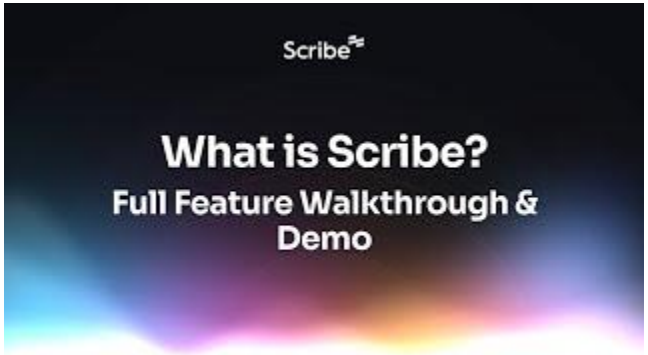
Make your step-by-step guide your own

Easily add and edit screenshot text, add annotations, and redact any sensitive information.

Share

Share your guide with anyone, anywhere

- Send directly to students or teammates with a link
- Embed or paste in existing tools and wikis
- Export as PDF



2-Minute



8-Minute

Quick Setup & Plan Boundaries

1. Install & Pin Extension
Add Scribe to Chrome or Edge and pin it.

2. Free Basic Plan Covers
Unlimited browser captures, text edits, and link sharing.

3. Paid Pro Plan Only
Desktop software recording, PDF export, and auto-redaction.



Scribe 101

New User Guide - Scribe 101

Lidi Villazana
Updated 1 month ago

Welcome to Scribe! 👋🏻

This guide will help you capture, edit, and share your first Scribe in just a few minutes.

1. Download the Scribe extension or app
2. Capture a Scribe
3. Edit a Scribe
4. Share a Scribe



If you prefer to read this New User Guide in Scribe Pages, click here. Let's get started!

Capturing a Clean Workflow

1

Prep Tab

Close extra tabs and open student view.

2

Start Capture

Click extension icon and press Start Capture.

3

Click Naturally

Pause briefly on key buttons before clicking.

4

Complete

Click checkmark to generate instant guide.

Polishing Guides for Student Clarity



Kid-Friendly Language
Rewrite robotic URLs into simple visual cues.



Trim Extra Clicks
Delete misclicks and combine related actions cleanly.



Tips & Alerts
Insert callout boxes before tricky login screens.

20-Minute Make & Take Challenge

YOUR GOAL

Build One Guide You Will Use Tomorrow

Keep it under eight steps for maximum student success.

Step 1: Pick a Routine
Choose a task students ask about daily.

Step 2: Record & Edit
Capture workflow and simplify step descriptions.

Step 3: Peer Test
Swap laptops with a neighbor to test clarity.

FERPA & Student Data Safety

Never record live gradebooks, rosters, IEPs, or student emails.

Use Demo Accounts

Record inside student-preview mode or sample classes.

Three Ways to Share Guides



Direct Smart Link
Post one URL in parent newsletters or announcements.



LMS Embed Code
Embed directly inside Canvas, Schoology, or Classroom.



Printable Station Cards
Print browser guides into laminated Chromebook cards.

CLASSROOM INSPIRATION

Real-World Examples for K–8 Classrooms

GRADES K–5 • VISUAL INDEPENDENCE

Elementary School Use Cases



Clever & ClassLink Logins
Visual badge-login guides for early readers.

Seesaw & Classroom Uploads
Highlight exact camera and submit button icons.

Laminated Center Cards
Six-step printed guides for Epic! and Zearn.

Parent Tech Support
At-home guides for conference sign-ups and portals.

GRADES 6–8 • DIGITAL LITERACY

Middle School Use Cases

Google Docs Formatting
MLA headers, double-spacing, and citation tools.

Library Database Filters
Navigating Gale or Britannica by reading level.

Complex File Exports
Submitting Canva, Tinkercad, and Scratch projects.

Student "Teach-Backs"
Learners document how they debugged code.



0:55 – 1:00 • NEXT-LEVEL IMPACT

“Flip the script: let older students record Scribes to teach peers and prove mastery.”

Ideal for peer tech-support teams, coding reflections, and project portfolios





Scribe

Questions-Comments!

Terence Sullivan (tjsullivan2@eiu.edu)

Slides

GYO GROW YOUR OWN TEACHERS ILLINOIS

College of Education
Eastern Illinois University