Museum Box – Teacher notes

museumbox.e2bn.org/

Student Account Passwords: Same as school log in

Menu Bars:

* New – make new box
* Save – will prompt for log in
* Load – find saved box (go to load to find box that’s being worked on)
* Submit – for teacher review (cannot work on box unless teacher returns)
* Message – read a message a teacher sends with a reviewed box
* Drawer – add images, text, sound, links, videos etc. (drag into boxes)
* Images – browse for pictures (e2bn gallery, saved on computer or flash) add to drawer or straight to cube
* Text – created document
* Sounds
* Videos
* Files
* Links – put in a link into cube to take you to an internet site
* Preview
* Change Box – change number of layers, number of boxes, color and texture

Cubes

* Each cube has 6 sides
* 1, 2, or 3 layers per cube
* Drag cubes to move
* Title cubes – click right of dot
* Dots
	+ Red dot – empty cubes
	+ Orange dot – cube partially full
	+ Green dot – cube finished

To read message – click on message in left box, message from teacher pops up in right box

To log into teacher account

* Home Page
* Click on Teacher
* Log in
* My log in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To review boxes

* Your pending boxes or
* Review boxes

Review Options

* Approve – go to Clarkson’s Box Creator (published) Author can reload, send message to author
* Reject – goes back to author for editing, send message with instructions
* Edit – you can edit
* Delete – permanently delete

Create

* Title & description
* Change Box button
* Name boxes
* Enter information (do not need to finish one cube to work on another)