

10036 Olde Eight Rd Sagamore Hills, Ohio 44067 www.lawrenceschool.org 330-908.6800

Software: is a computer program installed on your computer
Browser Plug-in: a mini-program installed to your web browser
Service: An online tool where the tool is used on the internet and content saved in "the cloud" vs on your computer
Mobile App: an app used on a tablet or smartphone accessed through Apple or Google App Stores

**Executive Function Supports** 

Name of Resource	Type of Tool	Website	Price	Comments/Description	Type of User	Tasks Used	Learning Differences
Google Calendar **	Service	http://calendar.google.com	Free		1	Support, Teacher	Students with time management issues who need reminders to complete tasks
Google Drive / Google Docs, Sheets, Slides **	Service	http://drive.google.com	Free	A suite of online tools for creating documents, spreadsheets, and slideshows (similar to Microsoft Office)	1 '	Communication, Executive Function Support	Google Docs is excellent for people who do not file and save files well (executive function issues) because of auto-save feature and ability to search for documents; Google Docs also has some built-in accessibility tools including Voice Typing

**Reading Tools** 

Name of Resource	Type of Tool	Website	Price	Comments/Description	Type of User	Tasks Used	Learning Differences
Bookshare **	Service	www.bookshare.org	Free for students in primary, secondary, and college schools; paid for adults not in school	Online Accessible Library for people with visual print disabilities to *qualified students only	Students, Personal use	Reading	People with visual, learning or physical disabilities qualify to use Bookshare
Fluency Tutor **	Service	www.texthelp.com	Pay \$99 per year per teacher	A web-based service that allows students to practice reading, take assessments, and see how they did. Teachers can assess students, monitor progress, and individualize instruction.	Teachers	Reading	Teachers who work with students who struggle with oral reading fluency

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<sup>\*\*</sup> Software/Service Used at Lawrence School



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Google Chrome **	Software	http://Chrome.google.com	Free	Web browser includes built-in spell check on all web page forms as well as voice searching capabilities	Students, Teachers, Parents, Personal Use	Reading, Writing	People who need spell check online and need speech to text services while searching the internet
Learning Ally **	Service	www.learningally.org	Pay \$135 per year	Collection of more than 75,000 digitally recorded textbooks and literature titles in audiobook format.	Students, Personal use	Reading	People with visual, learning or physical disabilities qualify to use Learning Ally
Project Gutenberg	Service	www.gutenberg.org	Free	Free versions of public domain works	Students, Teachers, Parents, Personal Use	Reading	Anyone who needs digital classic books
Quizlet **	Service	http://quizlet.com	Free	Great tool for creating own Flashcards, self-quizzing, and basic studying. Keeps track of all time spent studying.	Students, Teachers	Studying, Reading	Anyone who needs to study!
Read & Write for Google **	Service	www.texthelp.com	Free & Pay versions*	Free version for Teachers with limited tools. Pay version includes web service in Chrome, desktop version, and app version for iOS and Android. Includes tools like text-to-speech, dictionary, translator, word prediction, and study skills highlighters	Students, Parents, Personal Use	Reading, Writing	People who need text-to-speech and word prediction services while searching the internet
Snap & Read by Don Johnston	Software & Service	www.donjohnston.com		Customizable text to speech tools that work on a variety of platforms including Windows, Google Chrome, Mac, Android, and iOS	Students, Parents, Teachers, Personal Use	Reading	People who need text-to-speech; free version available to educators



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## **Writing Tools**

Name of Resource	Type of Tool	Website	Price	Comments/Description	Type of User	Tasks Used	Learning Differences
Google Voice Typing **	Free tool with Google Docs	in Google Docs	Free	Allows any Google Doc user to dictate. Click on Tools, Voice Typing, and talk and it will type for you.	Students, parents, personal users, Teachers	Writing	Anyone who writes and people who struggle with typing
Read & Write for Google's Word Prediction tool **	Service (paid)	www.texthelp.com	Free & Pay versions*	part of the paid version of Read & Write for Google suite of tools. allows students to write a few letters of a word to get a suggested list of words that would fit sentence with audio supports and supports for phonetic spellers	Students, Parents, Personal Use	Writing	for people who know what they want to say but struggle with spelling. Also good for people some physical issues where typing may be a struggle
Read & Write for Google's Check It tool **	Service (paid)	www.texthelp.com	Free & Pay versions*	part of the paid version of Read & Write for Google suite of tools. Reviews writing for incorrect grammar, spelling (phonetic), capitalization, punctuation, verb tense, and more.	Students, Teachers, Parents, Personal Use	Writing	People with poor spelling, grammar, and anyone who writes and needs a good spellchecker
Dragon Naturally Speaking	Software	www.nuance.com	Pay	Speech recognition software. Dictation software that converts speech to text	Students, Teachers, Parents, Personal Use	Writing	People who need speech-to-text services; recommended for college students and professionals only
Ghotit Software	Software & Mobile App	www.ghotit.com	Pay	Reading & Writing assistant for contextual and phonetic spell checker, proofreader, text to speech, and word prediction	Students, Parents, Personal Use	Writing, Spelling	anyone with reading and writing issues, especially spelling
Ginger Software	Software	www.gingersoftware.com	Pay	Text reader, grammar checker, sentence re-phraser, and personal writing trainer	Students, Parents, Personal Use	Writing, Spelling	Anyone with reading and writing issues especially spelling
Grammarly **	Browser Plug-In	https://www.grammarly.com/	Free (premium version is Paid)	Grammarly corrects over 250 types of grammatical mistakes, while also catching contextual spelling errors and poor vocabulary usage.	Students, Parents, Personal Use	Writing	People with poor spelling, grammar, written expression, and anyone else who writes and needs a good spellchecker



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#### **Math Tools**

Name of Resource	Type of Tool	Website	Price	Comments/Description	Type of User	Tasks Used	Learning Differences
EquatIO **	Service	https://equatio.texthelp.com	Pay	Tool to help you write math and mathematical equations in Google Docs, Microsoft Word, and on the web.	Students, Teachers, Parents, Personal Use	Math	People with dyscalculia and/or dysgraphia who struggle with writing math
Photomath	Mobile app for iOS or Android	https://photomath.app/en/	Free (Photomath Plus is paid)	Allows you to take a picture of a math equation and it will show you how to solve the problem. Great for checking your own work or helping students or children with math.	Students, Teachers, parents, Personal Use	Math	People who need to check if they solved math problems correctly; people helping other people with math

**Concept Mapping** 

Name of Resource	Type of Tool	Website	Price	Comments/Description	Type of User	Tasks Used with Software/Ser vice	Learning Differences
Bubbl.Us	Service	http://bubbl.us	Free	An online collaborative concept mapping tool	Students, Teachers, Parents, Personal Use	Writing, Concept Mapping	People wanting to incorporate webbing and concept mapping into writing and learning tasks
Inspiration **	Software	www.inspiration.com	Pay	Outlining/concept mapping software	Students, Teachers, Parents, Personal Use	Writing, Concept Mapping	People wanting to incorporate organization, webbing, and concept mapping to writing and learning tasks
Mindmup	Service	www.mindmup.com	Free	Concept mapping software	Students, Teachers, Parents, Personal Use	Writing, Concept Mapping	People wanting to incorporate organization, webbing, and concept mapping to writing and learning tasks; great for Chromebooks because it syncs to Google Drive account

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#### **Teacher Tools**

Name of Resource	Type of Tool	Website	Price	Comments/Description	Type of User	Tasks Used with Software/Ser vice	Learning Differences
EdPuzzle **	Service	https://edpuzzle.com/	Free Paid for more storage	A web-based tool that allows teachers to create formative assessments out of online videos and then assign them to students.	Teachers	Teacher Tool	Anyone who wants to flip their classroom, or add a more formative assessment to videos that students watch for classes
FlipGrid	Service	https://flipgrid.com/	Free	Teacher tool to collect short video responses from students. Great for foreign language, pre-writing activities, reflection activities, and a whole lot more. Accessible on PC, Mac, Chromebook, iOS, and Android as long as the device has a camera.	Teachers, Students	Teacher Tool	Great for students especially with written expression issues to gather thoughts and share ideas before or after writing.
Google Classroom **	Service	http://classroom.google.com	Free	Google Classroom is designed to help teachers create and collect assignments paperlessly, including time-saving features like the ability to automatically make a copy of a Google Document for each student. It also creates Drive folders for each assignment and for each student to help keep everyone organized.  Students can keep track of what's due on the Assignments page and begin working with just a click. Teachers can quickly see who has or hasn't completed the work, and provide direct, real-time feedback and grades right in Classroom.	Teachers	Teacher Tool	Any teacher who wants to use Google Docs with students and needs a way to distribute, collect and organize students' work.
Quia **	Service	www.quia.com/web	Pay	Online quiz, activity, and class page service	Teachers	Teacher Tool	People who want students to take online tests compatible with assistive technology software as well as provide interactive review activities



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WriQ **	Service	www.texthelp.com	Pay	A web-based service that 1) allows students to keep track of their own writing bursts over time and 2) allows teachers to digitally grade student writing documents based on rubrics with qualitative and quantitative benchmarks. keeps track of writing over time across teachers.	Teachers Students	Teacher Tool, Student Tool	People who write and want to push themselves to write more and people who are grading student writing
Fluency Tutor	Service	www.texthelp.com	Pay \$99 per year per teacher	A web-based service that allows students to practice reading, take assessments, and see how they did. Teachers can assess students, monitor progress, and individualize instruction.	Teachers	Reading, Teacher Tool	Teachers who work with students who struggle with oral reading fluency
Kahoot **	Service	https://kahoot.com/	Free (& premium version)	Great tool for teachers and students to create a multiple-choice review game. Teachers can play on a classroom board or students can play individually on their computers or iOS or Android devices. Premium version allows recording by teachers	Teacher, Students	Studying, Teacher Tool	Anyone who wants to study or review information with a classroom
Flipgrid **	Service	https://info.flipgrid.com/	Free	Video discussion app to allow students to record video responses to questions. Great for short video essays, speeches, foreign language practices, and debates asynchronously.	Teachers, Students	Teacher Tool	Anyone wanting to capture oral or video responses from students asynchronously
WeVideo **	Service	https://www.wevideo.com/	Free & Paid versions	Web-based video editing creation and sharing tool.	Teacher, Students	Teacher Tool, Student Tool, Creation Tool	Anyone who wants to create videos easily on any device without having to install software



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### **Studying Tool**

Name of Resource	Type of Tool	Website	Price	Comments/Description	Type of User	Tasks Used with Software/Ser vice	Learning Differences
Kahoot!**	Service	https://kahoot.com/	Free	Great tool for teachers and students to create a multiple-choice review game. Teachers can play on a classroom board or students can play individually on their computers or iOS or Android devices.	Teacher, Students	Studying, Teacher Tool	Anyone who wants to study or review information with a classroom
Quizlet **	Service	http://quizlet.com	Free	Also available as an app in Google and Apple stores and in Google Chrome Webstore. Great tool for creating own Flashcards, self-quizzing, and basic studying. Keeps track of all time spent studying. *Premium version has more features	Students, Teachers	Studying, Teacher Tool	Anyone who needs to study!



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#### Apps are programs for mobile devices like tablets and smartphones. Some apps are free and some are paid apps.

- iOS apps for Apple devices such as iPad, iPod, iPhone can be purchased via the Apple App Store.
- Android apps for Android phones and tablets can be purchased at the Google App Store.
- Kindle Fire apps can be purchased at the Amazon App Store.
- Google Chrome and Firefox browser extensions and apps can be found at the Google Chrome Web Store and Firefox Web Store, respectively.
- Not all apps are available in all app stores and prices may vary or change.

**Executive Function Apps** 

Executive Function Apps									
Name of Resource	Tasks Used	Price	Comments/Description	ios	Android	Type of User	Who should use?		
MyHomework Student Planner	Homework Organizer	Free with in-app purchases	Online multiple platforms agenda book, can set reminders etc	x	х	Older students	ADHD and other students who need help in staying organized and taking notes on the go		
Google Keep **	To-Do Lists	Free	Online tool to make lists with audio and images; syncs to any mobile device with Google Keep app	x	х	Older students, Parents, Teachers, Personal Use	anyone who needs to make a list		
gTasks: Get Things Done	To-Do Lists	Free	Reminder tool to help students to do certain things at a certain time/date	x		Older students, Parents, Teachers, Personal Use	Any student who syncs data with google and who has time management and memory issues who need help/reminders to complete tasks		
Remind	To-Do Lists	Free	Safe way for teachers to text message students and stay in touch with parents	х	х	Teachers	Teachers who want to keep in touch with parents/students via text without sharing private phone number		
Google Drive including Google Docs, Google Slides, Google Sheets apps **	Writing, Executive Function	Free	Online storage, where you can create docs, presentations, sheets. Can work offline and will sync when you go back online.	x	x	Younger students, Older students, Parents, Teachers, Personal Use	Anyone who uses Google Drive or needs to create documents without having to save while working; especially good for students who need executive function supports		

Sally Garza & Jason Sepsi

<sup>\*\*</sup> Highly Recommended Apps used at Lawrence School



#### **Math Apps**

Name of Resource	Tasks Used	Price	Comments/Description	ios	Android	Type of User	Who should use?
Algebra Touch: All Ages	Math	2.99	Algebra practice for mobile devices with built-in help tutorials	х		Older students	students in Algebra
Bedtime Math	Math	Free	Reading is part of the bedtime routine. Now you can make math part of that routine as well! Features problems of the day.	х	х	Younger students	Ideal for pre-K to 6th struggling or needing confidence in math
Desmos Graphing Calculator	Math	Free	Online graphing calculator	х	х	Older students	students in Pre-Algebra or higher
GeoGebra Graphing Calculator	Math	Free	Mathematics app & website that brings together algebra, geometry, spreadsheets, statistics in one place; online graphing calculator	х	х	Older students	students in Pre-Algebra or higher
Google Sheets	Math	Free	An app that allows you to view and create Google Sheets on mobile devices	x	х		
Microsoft Excel	Math	Free	An app that allows you to view and create Excel spreadsheets on mobile devices	х	х	Older students, Parents, Teachers, Personal Use	Anyone wanting to use Excel
ModMath	Math	Free (pro version also available)	The first math app was made specifically for people with dyslexia and dysgraphia. It uses a touchscreen and keypad to set up programs to solve. From there, students can print or email their teacher's work. You can change the settings to best fit your child's needs.	х		Younger students, Older students	students with dyscalculia, dyslexia, and/or dysgraphia who may struggle with writing math equations legibly
PhotoMath	Math	Free	Camera phone calculator covering concepts from basic math operations to quadratic equations, inequalities, and absolute value equations	х	x	Anyone	a way to check your math work, especially for parents who may not know if their child's math homework is correct
Ti-Nspire	Math	\$29.99	Texas Instruments Ti-Nspire Calculator Emulator for iOS and Android	х		Older students	students in Pre-Algebra or higher
EquatIO Mobile App	Math	Paid with EquatIO Subscription	works with EquatIO subscriptions to allow users to take pictures of problems in books and worksheets to complete digitally in EquatIO. Great for teachers trying to digitize materials for students.	х	х	Older students Teachers	Students with dyscalculia who may struggle with copying information into a document; teachers trying to digitize materials for students



### **Mindfulness Apps**

Name of Resource	Tasks Used	Price	Comments/Description	ios	Android	Type of User	Who should use?
Calm: Sleep & meditation	Mindfulness	Free trial; \$70/yr	Allows the user to practice techniques regarding mental fitness, relaxation, and sleep	х	х	Older students, Parents, Teachers, Personal Use	Anyone who struggles with stress, anxiety, and needs to learn to relax
Headspace: Mindful Meditation:	Mindfulness	Free trial; \$70/yr	Allows the user to practice techniques regarding mental fitness, relaxation, and sleep	х	х	Older students, Parents, Teachers, Personal Use	Anyone who struggles with stress, anxiety, and needs to learn to relax

### **Notetaking Apps**

Name of Resource	Tasks Used	Price	Comments/Description	ios	Android	Type of User	Who should use?
Evernote	Notetaking	Free	Allows typed notes, with additional plugins like Skitch can add inked notes and images	х	х	Older students, Parents, Teachers, Personal Use	ADHD and other students who need help in staying organized and taking notes on the go
Mental Note for iPad	Notetaking	4.99	Allows ink and typed notes	x		Older students, Parents, Teachers, Personal Use	ADHD and other students who need help in staying organized and taking notes on the go
Microsoft OneNote **	Notetaking	Free	Allows inked and typed notes. Syncs to Microsoft account to sync OneNote folder across devices	x	X	Older students, Parents, Teachers, Personal Use	Any student who prefers to handwrite. Great for ADHD students since it saves automatically,
Notability **	Notetaking	1.99	Allows ink and typed notes on PDF or text documents	х		Older students, Parents, Teachers, Personal Use	ADHD and other students who need help in staying organized and taking notes on the go
Skitch	Notetaking	Free	Take a picture, then write on it. You can sync it with Evernote.	х	х	Older students,	Any student who would need to annotate on a picture.



						Parents, Teachers, Personal Use	
Rocketbook	Notetaking	Free app used with Rocketbook purchase	take pictures of notes in Rocketbook notebooks to digitally send to various online sources like Evernote, Google Docs, One Drive, Google Drive, Dropbox, OneNote	х	X	Older students, Parents, Teachers, Personal Use	Anyone who wants to take notes in real life but still have digital copies of notes

**Reading Apps** 

Name of Resource	Tasks Used	Price	Comments/Description	ios	Android	Type of User	Who should use?		
Claro ScanPen OCR Reader (Android) or Claro ScanPen Premium (iOS)	Reading	Free	Allows you to take a picture of a document and select text to hear it spoken straight back at you.	х		Older students, Parents, Personal Use	Students who struggle with reading		
Endless Reader	Reading	Free	Sets the stage for early reading readiness in a fun, interactive way. Practices letter sounds, sight words.	х		Younger students	Pre-k to 3rd		
Libby, by Overdrive **	Reading	Free	Connects you to local library to check out audiobooks and ebooks for checkout. Little faster and easier than the Overdrive app.	Anyone who wants ebooks or audiobooks from a local library					
Overdrive: eBooks & audiobooks	Reading	Free	Connects you to local library to check out digital copies of books including audiobooks; no text to speech for eBooks	х		Younger students, Older students, Parents, Teachers, Personal Use	Students who need audiobooks		
Sight Words by Photo Touch	Reading	Free	Game-based way to review and learn sight words	х	Younger students		Students struggling with learning sight words		
Voice Dream Reader	Reading	\$9.99	Listen to texts on the comfort of your iPad. Great customizing tools, syncs with Google Drive, Bookshare, and more!	n the comfort of your iPad. Great x Younger		students, Older students, Parents, Teachers,	Great for any reader who listens to their texts. Great App!		



Voice Dream Scanner	Reading	\$9.99	Allows you to scan documents, OCR, and listen to text immediately	х	students, Older students,	Great for any reader who needs to listen to text outside of books/text like menus, signs, documents in real life
Audible	Reading	Pay per book; app is free	Allows you to purchase audiobooks and listen on a mobile device	х	Younger students, Older students, Parents, Teachers, Personal Use	Students who need audiobooks
Read&Write for iPad	Reading& Writing	** free with school or individual license	Text-to-speech, word prediction, phonetic spell checker, dictionary, picture dictionary, and confusable words tools built into app	х	Parents, Teachers,	Students who need text-to-speech or writing tools with assistive technology built-in
Dolphin EasyReader	Reading	free	A free reading app that allows you to read HTML, text files, DAISY files, MS Word, PDFs and is compatible with books from Bookshare and Project Gutenberg	х	students, Older students,	Great for any reader who listens to text and qualifies for Bookshare or uses Project Gutenberg

### **Studying Apps**

Name of Resource	Tasks Used	Price	Comments/Description	ios	Android	Type of User	Who should use?
Kahoot! **	Studying	Free	Used to allow students to participate in Kahoot! games for class review	x	х		Students who want a fun, fast-paced way to study
Quizlet **	Studying	Free	Allows you to create own flashcards study online or on app; converts flashcards into other activities for studying; allows you to self-quiz and keeps track of the time you spend studying; the premium version available for teachers and individuals with additional features	x		students, Older	Students who need to study who may need a built-in text-to-speech tool

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### **Teacher Apps**

Name of Resource	Tasks Used	Price	Comments/Description	ios	Android	Type of User	Who should use?
Educreations Whiteboard			An interactive whiteboard that can record your work and share it with others		x Young stude Older stude Teach		Any age- lots of ways to use this app!
Explain Everything Whiteboard	Teacher	Free	Record your activity on a whiteboard while also recording your voice. Great for creating tutorial videos. Can be exported into Google Drive, device, Dropbox, and can be uploaded to YouTube.	x	х	Teachers, Students	Anyone who needs to show their work and share it with others
Haiku Deck	Teacher	Free	Create beautiful online slideshows. Very similar to PowerPoint or Google Slides but with amazing images.	х		Younger students, Older students, Teachers	Great for anyone wanting to spruce up a presentation.
Socrative (Teacher and Student editions)	Teacher	Free	Great tool for collecting live data! Create assessments and questions that you can share with students. Results are emailed to you in a spreadsheet.	×	х	Teachers	Great tool for teachers who want measurable feedback, have large classes and want to receive everyone's input.
SplashTop 2 **	Teacher	4.99	Enables your mobile device to serve as a wireless remote for your computer. Great for presenting and not having to be glued to your desk.	x	х	Teachers	Teachers for remote controlling computer from a tablet or mobile device (great for teachers)

### **Writing Apps**

Name of Resource	Tasks Used	Price	Comments/Description	ios	Android	Type of User	Who should use?
ReadWrite **	Reading, Writing		Text-to-speech, word prediction, phonetic spell checker, dictionary, picture dictionary, and confusable words tools built into app	х	х	students, Parents,	Students who need text-to-speech or writing tools with assistive technology built-in
Dragon Anywhere	Writing		Mobile version of Dragon Naturally Speaking that converts voice speech to text. Can import any text and documents in and export out to Dropbox.	x	×	1	For mapping concepts, outline and diagramming



		monthly fee \$14.99 for service				students, Parents, Teachers, Personal Use	
Paperpile	Writing	Free trial \$2.99 per month	Manage your research library right in your browser. Save time with a smart, intuitive interface, Access your PDFs from anywhere Add citations and bibliographies to Google Docs	х	x	Older students, college students, teachers	anyone doing a lot of research who needs to cite correctly and produce bibliographies
Microsoft Powerpoint for iPad	Writing	Free	Allows for creation and editing of Microsoft PowerPoint slide shows	х	х	Anyone	Anyone who uses Microsoft Powerpoint
Microsoft Word for iPad	Writing	Free	Word software in an app on your iPad. Can open, edit and save items to your Dropbox account.	х	х	Older students, Parents, Teachers, Personal Use	Anyone who uses Microsoft Word
•	Writing, Concept Mapping	up to 5 maps free; in-app fee to upgrade to full version	Create concept maps or use one of their many templates.	x		Younger students, Older students, Parents, Teachers, Personal Use	For mapping concepts, outline and diagramming
_ · · · · J	Writing, Executive Function	Free	Online storage, where you can create docs, presentations, sheets. Can work offline and will sync when you go back online.	×	х	Younger students, Older students, Parents, Teachers, Personal Use	Anyone who uses Google Drive or needs to create documents without having to save while working; especially good for students who need executive function supports

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### **Classroom & Studying Strategies & Tools**

Type of Tool	Name of Resource	Website	Price	Comments /Description	ios	Android	PC/Mac via Web Browser	Type of User
Minimizing Distractions	Strategy: Designated clean area	n/a	n/a	This clean area should also be free of tech distractions, such as having a no-phone zone or a no video game area to allow for engagement and concentration on the task at hand				Student
Studying	GoNoodle movement and mindfulness break	www.gonoodle.com	Free and paid versions are available	Allows for a shift of focus, an opportunity to get up and move, or a chance to practice mindfulness; a useful tool to use during a 5-minute break when studying in short bursts (see above)	x		х	Student
Studying	Strategy: Breaks during and between activities **	n/a	n/a	Study in short bursts: 20 minutes of studying,5-minute active break, 20 minutes of studying				Student
Teacher: Class Note Taking	Skeletal or master notes for students struggling with copying information from the board - Google Classroom-assigned table notes **	n/a	Free	Support students with executive function issues by giving skeletal notes or master notes to prevent them from getting lost when copying items from the board. This allows students to focus on content without being distracted from copying, listening, and consolidating information all at the same time. Students with master notes can highlight instead of copying from the board as a strategy to stay focused and be engaged.				Teacher
Teacher: Providing Focus in the Classroom	Strategy: Teacher-created worksheets vs. student copying of questions - graph paper and pen, or worksheet creator website	http://www.superkids.com/aweb/tools/math/	Free	SuperKids Math Tools worksheet creator website is an example of worksheet creation websites, some of which are free, some are a subscription, allow for worksheet creation with varying degrees of customizability. Alternatively, teachers can create a portfolio of worksheets to copy. In either situation, the student is not required to hand-copy questions from a textbook or screen				Teacher
Visual aids	Strategy: Color-coded assignment notebooks and folders **	n/a	n/a	Can be done at a school-wide level, class level, or by parents for their child as needed: by color-coding classes to specific folders or assignment notebook sections, it allows the student to better compartmentalize work by class				Teacher, Parent, Student



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### **Tools & Strategies for Organizing Your Life**

Type of Tool	Name of Resource	Website	Price	Comments /Description	ios	Android	PC/Mac via Web Browser	Type of User
Device Management	Find My Device (Google App)	https://www.google.com/android/find	Free	If you lose an Android phone, tablet, or Wear watch, you can find, lock, or erase it. Find My Device is on by default for Android devices associated with a Google Account. Must have the free app installed on the device in order to "see" it from a website. Great if you misplaced your phone.		x	x	Anyone
Device Management	Find My iPhone, iPad or iMAC (iOS App)	https://www.apple.com/icloud/find-my-iphone/	Free	If you lose an Apple phone, tablet, or watch, you can find, lock, or erase it. Find My Device is on by default for Android devices associated with an Apple iCloud Account. Must be signed in to iCloud on your device in order to "see" it from a website. Great if you misplace your phone or tablet.	х			
Device Management	Strategy: Update your devices	n/a	Free	Do the updates. iOS, Amazon, Android phone and tablet devices, and Macbooks will usually tell you when the device needs to be updated. Windows 10 computers will automatically update themselves if you restart your computer by clicking Start, Power, Restart. Make sure you restart Windows 10 computers at least 1-2 times a week to keep your computer updated.				Anyone
Device Management	Strategy: Designated charging areas	See Manufacturer Website	See Website for device	Prevents chargers from being lost at home				Student
Device Management	Strategy: Label chargers and devices with the child's name	n/a	Free	Prevents lost chargers				Student
Device Management	Strategy: Multiple chargers for school	See Manufacturer Website	See Website for device	Prevents chargers from getting lost or broken while ensuring that the device can always be charged.				Student
Password management	Google Chrome **	http://chrome.google.com	Free	PROS: If you are logged into your Google Chrome browser, you can save passwords on websites to the browser itself and it will sync across devices. CONS: If anyone gets your Google password, they will have access to most of your passwords. Some websites do not let Google Chrome save the password to the web browser.	x	x	х	Anyone
Password management	LastPass 4.0 Free version	www.lastpass.com	Free	Highest recommended password manager; encrypts passwords so that even if a website is hacked, the password is still encrypted from intruders; free version is web-based; the user only has to remember 1 password and LastPass remembers all other passwords.	х	×	x	Anyone



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Password management	RoboForm 8 Everywhere	www.roboform.com	\$19.99	One of the highest-rated password managers that also includes form filler to fill in online forms with information saved from other forms; encrypts all web passwords and the user only has to remember the RoboForm password. The paid version lets you sync passwords across devices while the free version is limited to one device.	х	x	х	Anyone
Protecting your devices	Strategy: Have a good device case/protection **	www.otterbox.com	\$29-89	Frankly, any type of protective case is better than nothing for expensive electronic devices. However, for people who tend to drop their phone or tablet often (including children, teens, and adults), getting a ruggedized case with save you money and tears in the long run. Look for Otterbox Defender series cases for the most rugged cases for devices.	n/a	n/a	n/a	Anyone
Protecting your devices	Strategy: Password on all devices! **	n/a	n/a	Creating a strong password: 8 or more characters, use a combination of letters, numbers and if you can, characters/symbols, use upper and lower case letters, don't use obvious sequences (abc, 123), don't use repeated characters (999, 111, aaa), don't use private/personal information in your password (address, phone number, dob), use different passwords for different online accounts; don't use the same password for absolutely everything! Don't write down passwords and save near your computer, never share passwords with other people, use the password or keypad function on your cell phone to protect your cell phone data, don't look at someone else's keyboard when they are typing in their password and make sure no one is looking at your keyboard when you are typing in your password, and if you store your passwords in a document on your computer (which is okay to do), don't save the document with the words "login" or "password" in the file name or in the document itself. If your device has an option for using a fingerprint login, use it. You don't have to remember a fingerprint!				Anyone

#### **School Productivity Tools**



Digitizing Paper	Claro PDF Pro	https://itunes.apple.com/us/app/claropdf-accessible- pro-pdf/id633997623?mt=8	\$6.99	With Claro PDF, you have a fully accessible worksheet. You can listen to the text, highlight, add textboxes so one can annotate. This prevents paper documents from	x			anyone
Documents		<u>510-541/14033447/023:1111-0</u>		being lost.				
Digitizing Paper  Documents	GoWorksheet Maker App	https://itunes.apple.com/us/app/goworksheet/id106 2064833?mt=8	free	This app allows you to take a picture of a worksheet and then you can add in text boxes to type/dictate in. This prevents paper documents from being lost.	x			anyone
Digitizing Paper Documents	Snaptype	https://itunes.apple.com/us/app/snaptype/id1124115 982?mt=8	free	Designed by an occupational therapist, Snaptype takes a picture of your worksheet and then you can add text boxes to type or speak into. This prevents paper documents from being lost.	x			anyone
Digitizing Paper Documents	Snapverter	https://www.texthelp.com/en-us/products/read-write /snapverter/	Snapverter purchase requires Read&Write for Google™ domain or group license subscription.	Snapverter is an add-on that works with Read and Write for Google and Google Drive.  You can take a photo of your document, drop the file into your Snapverter folder in google drive. It will then convert it into an accessible file. This prevents paper documents from being lost.	x		x	anyone
Homework Planner	myHomework App	https://myhomeworkapp.com/	Free or 4.99 annually	Available across multiple devices, myHomework is a sleek tool that tracks assignments and classes and sends reminders. It also syncs across multiple devices. A fan favorite from our Seniors in HS!	x	×	x	Anyone
Multitasking	Tab Resize	https://chrome.google.com/webstore/detail/tab-resi ze-split-screen-I/bkpenclhmiealbebdopglffmfdiileic?hl =en-US	free	Tab Resize is a free google chrome extension that lets you pick the layout of your tabs by selecting different options. No more, resizing them on yourself. This feature is great for notetaking, citing work from other resources, or following along with a tutorial.			x	anyone
Note-taking	Google Docs/Drive **	http://drive.qooqle.com	Free	Google Docs allows users to create documents, presentations, spreadsheets, and images. Documents are saved automatically as you work in the cloud, meaning that users do not have to remember to save them! Also has a search feature for users who didn't name documents correctly.	x	х	x	Anyone
Note-taking	One Note **	https://www.onenote.com/	Free	Auto-syncs between devices and cloud-based OneDrive account, OneNote keeps your notes and work organized in tabs and allows you to ink, type, dictate, record, insert images, highlight all into one document. Auto-saves as you work. Can import any document or image into OneNote and all notes in OneNote can be printed or exported to PDF.	x	x	x	anyone

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#### **Time Management/Focus Tools & Strategies**

Type of Tool	Name of Resource	Website	Price	Comments /Description	ios	Android	PC/Mac via Web Browser	Type of User
Alarm Clock	Alarmy Routine Alarm Clock	https://play.google.com/store/apps/details?id=dr oom.sleepIfUCan&hl=en	Free	Alarm clock app that won't let you hit snooze unless you solve 3 problems or shake it.  Very customizable.	х	x		Anyone
Alarm Clock	I Can't Wake Up! Alarm Clock app by Kog Creations	https://play.google.com/store/apps/details?id=co m.koq.alarmclock&hl=en	Free with ads; \$2.99 for the version without ads	Alarm clock app that allows you to select from 8 different types of wake-up tasks before it will allow you to turn off the alarm including math, memory, order, repeat sequences, scan a barcode in your house, write random text, shake your phone for a specific amount of time, or matching activities.	x	x		Anyone
Focus	Guided Access	https://www.imore.com/how-use-guided-access-i phone-and-ipad	Free	Guided access is a built-in feature, controlled in settings on your iOS device. With this feature turned on and customized you can decide when you want your child/student to be locked into the app.	х			anyone
Focus	Strategy: Do Not Disturb	n/a	Free	Use the <b>Do Not Disturb</b> function built-in on iOS and Android phones and tablets. You can set it up to automatically make your device silent during specific days/hours so that you will not receive a call, text, email, or app notifications.				Anyone
Focus	Strategy: Manage your Social Media Notifications	n/a	Free	Option 1: Go to Settings for each social media account and stop the service from sending out notifications via text (SMS) or email. Option2: go to device Notification settings and turn off notifications for social media accounts (like Instagram, Snapchat, Facebook, Pinterest, Twitter). You will get notifications if you open the app but not constant updates and disruptions on your device.				Anyone
Focus	TextHelp Read&Write for Google's Screen Masking Too** I	https://www.texthelp.com/en-us/products/read-w rite/free-for-teachers/	Free Premium Account for Teachers	TextHelp's Read&Write subscription offers easy-to-use literacy software in their customizable toolbar, which includes the Screen Mask tool. This tool allows for focus on key areas being read by graying out non-essential areas.  Teachers can find this tool extremely useful to use to help students in the classroom when displaying documents on the screen/board.	x	x	X in Google Chrome	Anyone, especially those who will benefit from other tools in Read & Write for Google such as text to speech and word prediction
Reminders	Google Tasks	http://mail.google.com	Free	Available through Google Apps	х	x	х	Anyone

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Reminders, To-Do Lists	Google Keep **	http://keep.google.com	Free	List making and reminder app. Allows you to invite other people to a to-do list.	х	х	x	Anyone
Time Management, Focus	BeFocused by Denys Yevenko	https://itunes.apple.com/us/app/be-focused-focu s-timer-goal-tracker-for-work/id973130201?mt=8	Free	Work for a set interval, followed by a set break time to maximize motivation and focus on the task at hand	x			Anyone
Time Management, Homework Planner, and Reminders	Google Calendar **	http://calendar.google.com	Free	Web-based calendar that can sync across multiple devices. Can have different calendars for different members of family, activities, and more. Includes color-coding options as well as the ability to share calendar(s) with other people and invite specific people to specific events.	х	х	x	Anyone

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