Microsoft

A QUICK GUIDE TO

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WHAT AI TECHNOLOGY IS IN MICROSOFT TEAMS?

Microsoft Teams for Education has a suite of tools and resources that enable educators and students to leverage the power of artificial intelligence in teaching and learning. With Microsoft Teams for Education all educators can use AI tools at no cost to create personalized and interactive learning experiences, enhance curriculum and assessment design, and empower students with future skills.

ASSIGNMENT INSTRUCTIONS

'AI instructions' are designed to offer options to add more details, increase inclusivity, and engage young readers.

- 1.Class team > Assignments > Create.
- 2.Enter a title for your assignment.
- 3.Begin typing instructions for the assignment. After you type ten characters, AI assisted suggested content will appear along the bottom.
- 4. Clicking these will add detail to your instructions that you can then adjust as necessary.

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CLASSWORK MODULES

With the new Classwork Module generation feature, educators can generate modules and descriptions for their class based on the subject, grade level and learning objectives.

1. Class Team > **Classwork** > Add Module > New Module > **Create module button.**

2. Write down your learning

	Class details
G	
0	et started by entering a few details about the class
Subject	
E.g. math	ematics, chemistry
Grade level	
Select gra	de level
Language	
English	
	Learning objectives
Get better re	esuits by entering in some key takeaways, standards and requirements.
at do you want i	students to be able to know or do upon completing the class?
 By the end of i intext-based lear 	this course, students will expand their vocabulary through reading and ming, applying new words in their writing and discussions.

RUBRIC CREATION

Incorporate the grading rubric creation feature when developing assignments in Microsoft Teams.

AI IN TEAMS

1.Create an Assignment. 2.Select Add rubric



- 3. Choose Create Al Rubric button.
- 4.Enter a title and a description.
- 5.Select a grade level, rubric scale, and enter criteria for what the rubric will evaluate.
- 6.Choose the Create rubric using AI button in the bottom right corner.

2 of 2 >	AI			
	Excellent	\sim	Good	\sim
Understanding of Characters and $\ \bigtriangledown$ Plot	The student has a deep und of the characters and plot o Wizard of Oz and is able to in detail.	f the	The student has a goo of the characters and Wizard of Oz and is a with some detail.	plot of the

READING PASSAGES

Cenerate Reading Passage

Cenerate Customised Passage

Van generate reading pasages instantly Select from the settings below to customise the pasages

Topic

Ags

0 - 200

Dight founds

10 - 200

Dight founds

Statest

Image:

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When creating a Reading Progress assignment, select 'generate reading passage'

Use prompts and AI technology to create a custom passage that allows you to personalize it based on the needs of your class and individual students.

COMPREHENSION QUESTIONS

objectives for the course

3. Choose **Draft modules**. The AI will take a moment to generate modules based on: subject, grade level, learning outcomes and default settings.

4. You will have the option to adjust the module.

CO-PILOT

Reading Progress can now create AI-generated comprehension questions for reading passages to help create personalized reading assignments for their students.

Turn this on in reading progress settings.

Pronunciation sensitivity (i	
Default		\sim
Reading Coach (i)	Edit	On On
New! Add comprehension (i)		No No
Require video		Yes



EXPLORE MORE AI TOOLS THAT ARE EMPOWERING EDUCATORS

READING COACH WITH AI STORIES

