

## Rubicon- Notes (feedback for lesson plans)

1. Go to  
www.rcboe.rubiconatlas.org.
2. Log in.

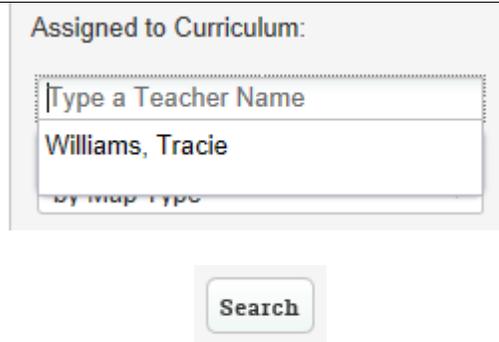


The screenshot shows the Rubicon Atlas login interface. At the top left is the Rubicon Atlas logo, which consists of a stylized 'A' with a globe and the text 'Rubicon Atlas'. Below the logo are two input fields: 'Username:' with the text 'livintr' and 'Password:' with a masked password '.....'. A 'Login' button is positioned below the password field.

3. Hover over the 'Search' tab and choose 'Lesson Plans/Tasks'.



4. Type the teacher's name in the 'Assigned to Curriculum' field and select your name from the resulting list.
5. Click 'Search'.



The screenshot shows the 'Assigned to Curriculum:' section. It features a search input field with the placeholder text 'Type a Teacher Name'. Below the input field, the name 'Williams, Tracie' is listed as a search result. A 'Search' button is located below the input field.

A list of all your lesson plans will appear.

6. Click on the lesson plan you want to review.

## Search Results

1 - 5 of 5

Sort By:

[Unit 2 - Multiplication & Division Relationship](#)  (Week 5 - Week 11)

### Week 1

Description: This is a sample.

[Math 3 - 27.0140000 \(I\); 3Sample, Richmond; A.B. Merry Elementary School; G](#)

[Unit 3 - Patterns in Addition and Multiplication](#)  (Week 13 - Week 18)

### Week 1

Description: Sample Lesson

[Math 3 - 27.0140000 \(I\); 3Sample, Richmond; A.B. Merry Elementary School; G](#)

7. After reviewing the lesson plan, click on the green arrow box to provide feedback with a note.
8. Click 'Leave a Note'.



Plan

- 1  Leave a Note
-  Join the Discussion on...
-  Add to Favorites
-  Copy Unit

9. In the 'Subject' field type the lesson. This will allow the teacher to know which lesson you are providing feedback on.

In the box indicated, type your feedback.

Click 'Save'.

Notes: Unit 3 - Patterns in Addition and Multiplication ✕

[Enter a Note](#) [All Notes for this Unit](#) [View Notes](#)

Subject:

 [Add an Attachment](#)

Also leave a Note for this Unit in Adopted Map  
(Select a Mapping Category)

## Reading a Note

10. To retrieve a note, click on the Communication Channel icon.



11. The resulting list will show you the notes that have been left for you.

You can click on the unit to view the entire lesson plan and make adjustments if necessary.

**Communications**

**A note was left on the Unit "Rocks, Minerals, and Soil" in Mapping Category "Standards"**

*Does the attachment work?*

Thursday, September 29, 2016, 10:03PM by [50Sample, Richmond](#)

**A note was left on the Unit "Interdependence of Man Pollution/Conservation" in Mapping Category "Assessments"**

*Notes about assessment types, etc.*

Thursday, September 29, 2016, 9:59PM by [50Sample, Richmond](#)