

Teachers: Customize Lesson Plans

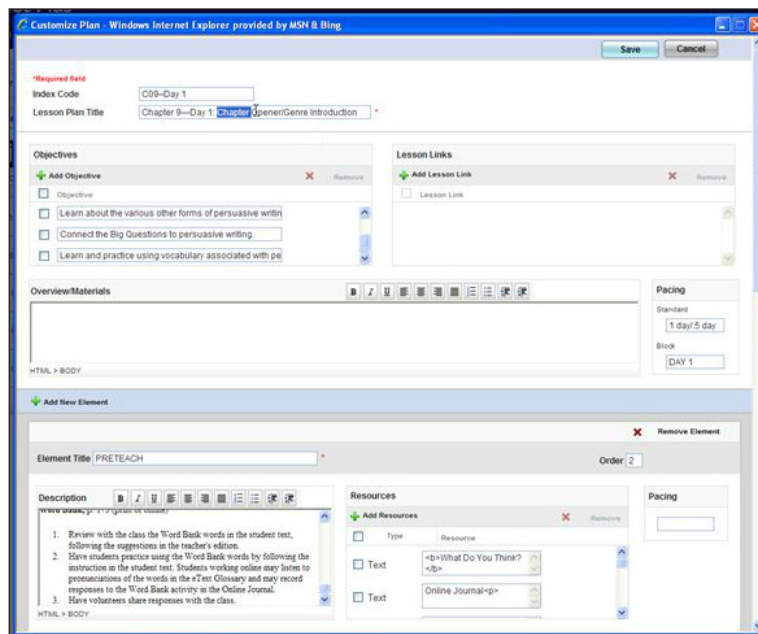
Introduction This guide explains how to customize lesson plans on SuccessNet Plus.

Access a Lesson Plan

1. Log in to SuccessNet Plus, select a product, and click **Pearson Content** to view the Table of Contents in the List view.
2. Click the plus signs to expand the folders to access a lesson for customization.
3. Move the pointer to the title of the lesson plan, click the **Options** menu, and select **Customize**.

Customize Lesson Plan

1. Change the Lesson Plan title if desired.
2. Click the green plus signs to add objectives or a lesson links.
3. To remove objectives or lesson links, select one or more items, and then click **Remove**.



4. Add, rename, reorder lesson elements:
 - To add a new lesson element that contains resources, such as content, text, or links, click the green plus sign.
 - To modify any existing element, type into the text boxes.
 - To remove a resource, select it, and then click **Remove**.
 - To remove an entire element, click **Remove Element**.
 - To add notes and homework at the bottom, type into the text boxes.
 - Click **Save** to save all changes.

When Pearson content is customized, a folder is created with the course name and saved in Custom Content.

View or Edit Customized Plan

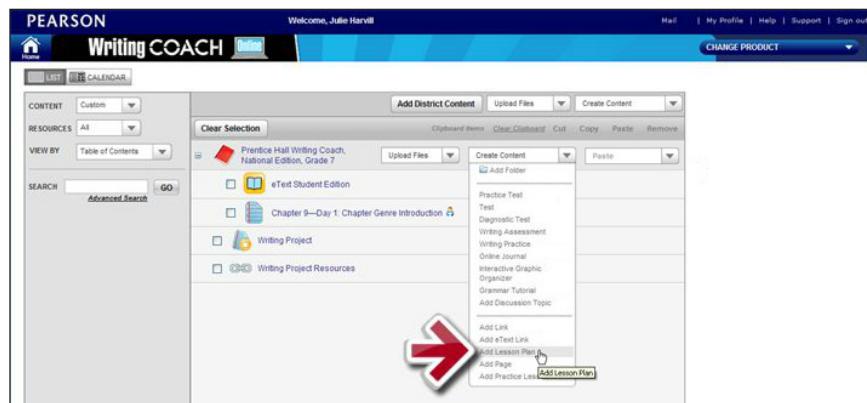
1. Change the Content drop-down list to Custom.
2. Expand the folders to locate the customized lesson plan.
3. Click the **Options** menu to view, schedule, and get information about the plan. Different products may have slightly different options.
4. To edit the plan, select **View** from the Options menu and click **Customize**.
5. Click **Create PDF** to save a copy.

Create New Lesson Plan

When content is added or created inside a Pearson course folder, the folder content is accessible with a current program license.

To create new lesson plan inside a custom Pearson course folder:

1. Click the **Create Content** drop-down list to the right of the folder name and select **Add Lesson Plan**.



2. Enter a lesson plan title.
3. Enter objectives, lesson links, elements, notes, and homework.
4. Click **Save**.

Create a Custom Folder

1. Use the top-level drop-down list, click **Create Content**, and select **Add Folder**.



2. Enter a name for the folder.
3. Add a description if desired.
4. Click **Create**.

Move Content into Custom Folder

1. Place a checkmark next to the content and click **Cut**.
2. Click **Paste** that appears to the right of the target folder.
3. Select to place the custom content above or below the folder or at the top or bottom within the folder.