



Microsoft Innovative Educator (MIE) Expert nomination questions

Notice: MIE Expert self-nomination window will be May 9 – June 26, 2023

Below are the questions that you will be asked during the nomination process. They are broken into three sections (but all are done at the same time). Announcements will be made **the week of** July 17, 2023 (Pacific Time).

Definitions:

- The term **educator** refers to classroom teachers, school leaders, professional learning specialists, instructional assistants, trainers, or anyone who supports teaching and learning and wants to grow their skills and support others.
- The term **learner** refers to anyone who is receiving instruction from you. Examples are adults that you are training, students in a classroom, or colleagues that you work with that you are training.



HINT – It is perfectly OK to work with other colleagues as you prepare your nomination! For Phase 2 questions, use the resources below to find the answers before you nominate yourself at <https://aka.ms/EDUNomination>. Make it fun and do it with some of your colleagues! This is NOT cheating! 😊

Use this video to help you prepare: <http://aka.ms/howtoplanyournomination>

Two parts of the nomination form:

- 1) [About you](#) (this is simply so we know who you are. If you use other tools/devices and are members of other communities from other tech companies, we are happy to have you in our community!) This section does not impact your nomination in any way.
Part of this section is to prove that you have successfully completed these three learning paths by sharing the URL to your achievements on Learn (if you haven't, your nomination won't be moved forward in the process):
 - [Microsoft Educator academy](#)
 - [Master Microsoft Teams for any learning environment](#)
 - [21st century learning design](#)
- 2) [Scored questions](#) on using Microsoft Education tools and [Long form questions](#) that will be reviewed by machine learning and our team. We suggest that you have a colleague review your responses. You may respond in your native language! You must respond with more than 500 characters (not words) and less than 2000. We want detailed responses that fully answer the questions that clearly come from you and not from an AI tool.

[Below the questions on this document](#), you'll see links to Learn Educator Center courses that can help you prepare if you aren't familiar with Teams, OneNote, Forms, and other Microsoft Education Learning Accelerator tools.

About You

* First: _____
* Last: _____

- * Personal email: _____
- * School/organization email: _____
- * Home address (shipping address) _____
- * School/Institution/Organization address _____
- * School/Institution/Organization website _____
- * What is your title: _____

- * Current role at school/organization (check all that apply):
 - I am directly responsible for teaching K-12 students.
 - I am responsible for or teach STEM at my school/system.
 - I am involved in curriculum development.
 - I am an education trainer (professional development specialist)
 - I am a school leader or administrator.
 - I am a higher education faculty member.
 - I am a Dean in a higher education institution.
 - I am a student enrolled in a college of education of a pre-service teacher.
 - I am a chief information officer or set policy and make decisions about the technology infrastructure schools in my area use.
 - I am a government leader or set educational policy at a local, regional or country level.
 - Other _____

- * Is your school a Showcase School, Incubator School or neither?
 - Showcase School
 - Incubator Schools
 - Neither

- * If Showcase: There will be a dropdown of all Showcase Schools. Select yours.
- * If Incubator: There will be a dropdown of all Incubator Schools. Select yours.

- * If Neither: Enter the name of your school/organization: _____

- * What age range do you teach (select all that apply)?
 - 0 – 5 years old
 - 6 – 8 years old
 - 9 – 11 years old
 - 12 – 14 years old
 - 15 – 18 years old
 - Students over 18 years old
 - I am responsible for delivering professional development to teachers.

- *What Subject(s) do you teach (select all that apply)?
 - General (Primary)
 - Reading/Writing/Literature
 - Mathematics
 - Science
 - History
 - Geography
 - Foreign languages
 - Design and technology
 - Art and design
 - Music
 - Physical education
 - Computing
 - Other (short answer)

- * Do your students/learners have access to internet at school?
 - Yes

- No
- N/A (I don't work directly with students)

* Do your students/learners have access to internet at home?

- Yes – all of them do
- Yes – some of them do
- No – none of them do
- N/A (I don't work directly with students)

* What technology do your students/learners primarily use for learning (check all that apply)

- Mobile phone
- Laptop/Chromebook
- Tablet
- Shared device
- My students/learners don't have access to a device.

Share the URL to your social handles (if you have them):

- Twitter Handle _____
- Facebook handle _____
- Instagram: _____
- LinkedIn: _____
- TikTok: _____
- YouTube Channel: _____
- Blog: _____
- Other: _____

How many followers do you have on Twitter: __(number)___

* What tools/devices do you use regularly (check all that apply)?

- Google Apps
- Chromebooks
- iPad
- Macbooks
- Windows Devices
- Microsoft Surface
- Microsoft 365
- Microsoft Teams
- Zoom

* What tools/devices does your school/organization use (check all that apply)?

- Google Apps
- Chromebooks
- iPad
- Macbooks
- Windows Devices
- Microsoft Surface
- Microsoft 365
- Microsoft Teams
- Zoom

With what other Ed Tech communities are you connected (check all that apply)?

- Adobe Creative Educator
- Apple Distinguished Educator
- Apple Certified Coach
- Buncee Ambassadors
- Flip Student Voice Ambassador
- Genially Ambassadors

- Google Certified Coach
- Google Certified Innovator
- Google Certified Trainer
- Google Educators groups
- HP Fellows
- ISTE Certified Educators
- Kahoot! Ambassadors
- Merge Ambassadors
- Minecraft Global Mentor
- National Geographic Certified
- Nearpod Certified Educator/PioNear
- Peardeck Insparational Educators
- ScreenBeam Experts
- Wakelet Ambassador

Have you completed the [Microsoft Educator academy](#) learning path on Microsoft Learn?

- Yes
- No

Have you completed the [Master Microsoft Teams for any learning environment](#) learning path on Microsoft Learn?

- Yes
- No

Have you completed the [21st century learning design](#) learning path on Microsoft Learn?

- Yes
- No

Share the URL to your **achievements** in Learn here (Log into Learn.microsoft.com > Select your profile picture > Select Achievements > Copy that URL and paste it here):

Machine-learning scored questions

* How often do you...

	Daily	Weekly	Monthly	Rarely	Never
How often do you use Microsoft Teams in an instructional environment?					
Use Microsoft Forms in an instructional environment?					
Use OneNote for personal organization?					
Use OneNote and/or Staff Notebook for professional organization?					
Use OneNote Class Notebooks with learners?					
Use Flip with learners?					
Use Minecraft Education with learners?					
Share your teaching/learning knowledge with your colleagues					

* How does Reading Coach support the learning for students? (check all that apply)

- It recognizes pronunciation errors and provides immediate feedback to the reader.
- It provides a report on accuracy rate, correct words per minute, and time spent reading.
- It provides a practice list of words based on the reader's mistakes in order to help them engage in independent practice.
- It can only be used with reading passages assigned by the instructor/teacher.

* Through the Immersive Reader, students can (check all that apply):

- Listen to text being read aloud as the words are highlighted.
- Choose how content is presented visually.
- Collaborate with others through chat.
- Translate text into over 60 languages.
- Use a built-in dictionary for real-time vocabulary support.
- Capture video of students reading text to share with teachers.

* Accessibility checker in tools like PowerPoint, Word, Excel, OneNote, Outlook, etc. should be used to:

- Ensure someone can read your document regardless of device they are using.
- Ensure your text can be easily translated.
- Verifies your file against a set of rules that identify possible issues for people who have a variety of disabilities.

* In a hybrid classroom, Teams is used for (check all that apply):

- Meeting environment with video, chat, and screensharing
- Learning management platform
- Collaboration in both in-person and asynchronous settings
- Bring in guest speakers or connect with classrooms around the world.
- Embedding other tools (i.e., Kahoot, Flip, Word, YouTube) that you want students to access without leaving the Teams environment.

* What Microsoft tools allow you to use Microsoft Reflect with your staff/students (check all that apply)?

- Microsoft Teams for Education
- PowerPoint
- Microsoft Word
- Class OneNote Notebook
- Microsoft Forms

* When you create a quiz or a poll in Microsoft Forms, what question types do you have available (check all that apply)

- Choice
- Date
- File upload
- Ranking
- Text
- Rating
- Net Promoter Score (student feedback)
- Likert

* When using OneNote, students can create their own practice math assessments with Forms that will show them if they got the correct answer.

- True
- False

* What types of Teams are available with Microsoft Teams in Education (check all that apply)?

- Class Teams
- Reading Club Teams
- Staff Teams
- Professional Learning Community (PLC) Teams
- Other Teams
- Sports Teams

* What is the correct order for how to create breakout rooms in Microsoft Teams (this is NOT the correct order)?

Updated March 31, 2023

- Select Calendar > New Meeting.
- Rename rooms (optional)
- Launch the Microsoft Teams desktop app.
- Once you are in the live meeting, start Breakout Rooms.
- Create breakout rooms before or during the meeting.
- Select "Create Rooms."
- Choose how many rooms you would like to create.
- Choose Automatically or Manually
- Select a time limit for the breakout session (optional)
- If you select Manually, assign participants to rooms.

Long answer questions

(These are hand-reviewed by the Microsoft teams in your country and/or region to ensure that you are truly an Innovative Educator Expert and that you have demonstrated your innovation thoroughly). **There is a 500-character (not word) count minimum required on these responses (including spaces)**, so be succinct, but also be prepared to provide thoughtful answers that truly answer all components of the questions. You may respond to these in your native language if that is more comfortable for you.

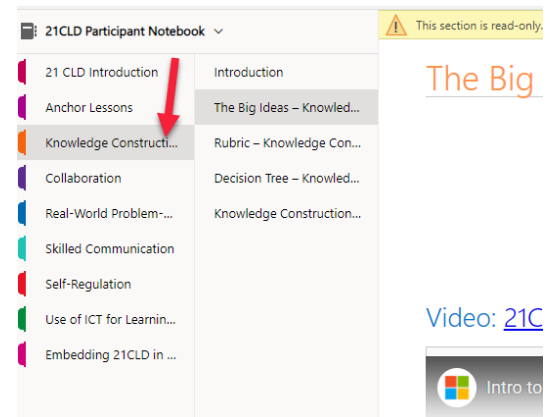
1. Describe how you leverage Microsoft tools to increase accessibility for all learners in your classroom (What tools do you use and how do they support different learning needs):

HINT – You must talk about **HOW** you leverage tools for personalized learning, for addressing differing needs of your students, to support your students with their different needs, etc.

-----(500 character min/2000 character max)-----

2. Tell us about a series of lessons, a unit, or a project you did with learners that incorporates Microsoft technology for improved learning outcomes. What 21CLD skills were included in the learning and explain in detail how those skills were developed? Be sure to specifically call out the 21CLD skill or skills that were addressed and what rubric score that hit. (Use the OneNote in the online course to help you with rubrics and skills). Read through the 6 dimensions' big ideas to understand them and apply them to your response.

HINT – [open the 21CLD course 1](#), find the notebook in Module 1: Unit 2. **You MUST address at least one of these in your response.**



-----(500 character min/2000 character max)-----

3. Provide a link to an example of a learning artifact (an artifact is a tangible result of the student learning... how did they demonstrate what they learned) from a project/lesson/unit your learners completed using Microsoft tools (you will have to put the artifact somewhere where you can share with a URL). This could be a Sway of a portfolio, if you train teachers, maybe it is a lesson plan they put together after one of your trainings, if you teach students, it could be a video, a PPT, a Word doc, a Sway, anything at all! You could even use screenshots to show what your learners did (please keep all learner names/faces/identifiable information out of what you share).

Please **check your link to ensure that it isn't a private URL** and can be accessed by the reviewers. A great way to check is to open an "in-private" or "incognito" browser window and try your URL. If you can see your content, then the reviewers will be able to!). -----(URL)-----

4. Describe what the artifact (the result of student learning) is to which you shared a link, how it demonstrated the desired learning objectives, and how Microsoft tools were a critical part of the learning.

HINT – Name the learning objective that was part of this lesson/unit and how this artifact and the tools used support that learning objective

----- (500 character min/2000 character max) -----

5. Share **two** examples of how you have supported both **your own learning** and the **learning and growth of your colleagues**.

Describe the activities that you completed and led and how it resulted in better teaching and learning.

HINT – Being a lifelong learner and sharing your knowledge with colleagues is a core component of being an MIE Expert.

----- (500 character min/2000 character max) -----

Resources and training to help you prepare your nomination:

Start at the [Microsoft Learn Educator Center](#) and look for courses on tools you aren't familiar with in the Office 365 learning path and support site on Teams!

- [Master Microsoft Teams for any learning environment](#)
- [Support on breakout rooms in Teams](#)

Also be sure to use <http://support.microsoft.com/education> to find direct instructions on how to use different tools.

Learning Accelerators:

- [Learning Accelerators: Tools for Students | Microsoft Education](#)
- **Reading Coach/Progress**
 - o [5 things to know about Reading Coach in Immersive Reader](#)
 - o [5 things to know about Reaching Progress/Coach](#)
 - o [Support reading fluency practice with Reading Progress](#)
 - o [Reading Coach Demo](#)
- **Microsoft Reflect**
 - o [5 things to know about Microsoft Reflect](#)
 - o [Build social and emotional skills in your classroom community with Reflect](#)
 - o [Microsoft Reflect | Encourage connection, expression and learning](#)
 - o [Get started with Reflect in Teams](#)
 - o [Reflect check-ins in Class Notebook](#)
- **Search Coach/Progress**
 - o [Develop search strategies with Search Coach and Search Progress](#)
- **Speaker Coach**
 - o [5 things to know about Microsoft Speaker Coach](#)

[About Accessibility Checker](#)

Flip

- [Engage and Amplify with Flip](#)
- [Beyond the Basics with Flip](#)
- [Discover the Flip Discovery Library](#)
- [Microsoft Reflect Flip lessons](#)

Other Teams

- [Master Microsoft Teams for any learning environment](#)
- [Support.microsoft.com – Teams](#)

Minecraft Education

- [Minecraft: Education: Teacher Academy](#)

Microsoft Edge

- [Enrich the learning experience in Edge browser](#)
- [Microsoft Edge Browser Features | Microsoft](#)
- [Top 10 Microsoft Edge Chromium features // Tips, tricks and NEW updates - YouTube](#)

21CLD

- Learning Path – [21st Century Learning Design](#)
- 21CLD guide notebook
 - o [Access the course OneNote notebook here](#)

Microsoft Forms

- [Microsoft Forms Quick Start Guide](#)
- [Create a quiz with Microsoft Forms](#)

MakeCode

- [Microsoft MakeCode](#)
- [Teach AP Computer Science Principles with the Microsoft MakeCode curriculum](#)