



# Overview & Guide

## Classroom



## Program Timeline Overview

The timeline below is designed to help teachers stay on track for the student celebration week. Each Build My Story session is designed to fit within a 45-minute class period. Soft deadlines are included to provide flexibility while keeping the overall program on schedule.

## Key Dates & Milestones

### Preparation (Start date – 7 days)

- Teacher access and setup completed
- Classroom ready to begin the project

### Session 1: book Planning & Writing (~45 mins)

- Aim to complete by Start date +7 days (soft milestone)
- Students plan their book and begin writing

### Session 2: Illustrations & Book Completion (~45 mins)

- Aim to complete by Start date +14 days (soft milestone)
- Students log in to web app, type stories and complete their books

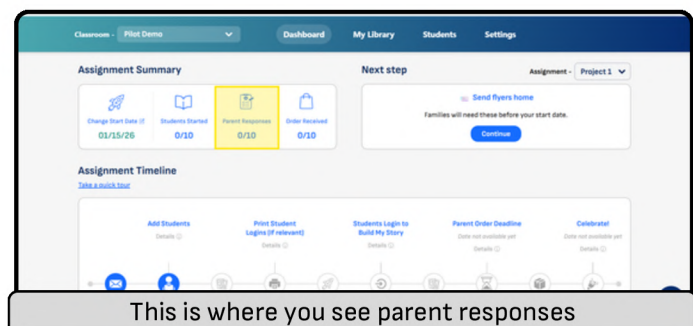
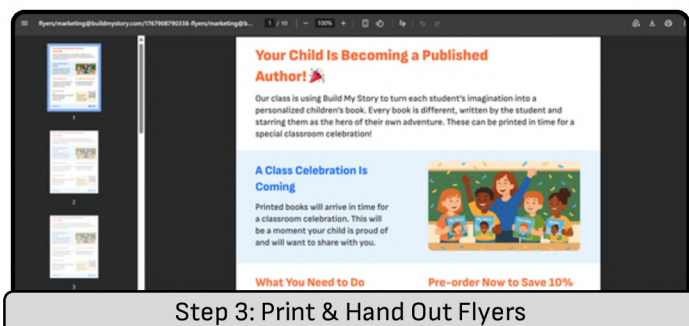
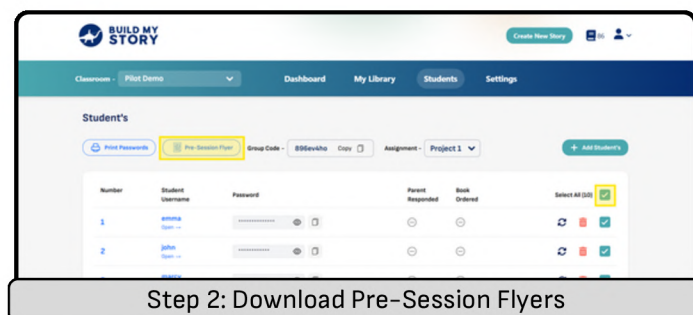
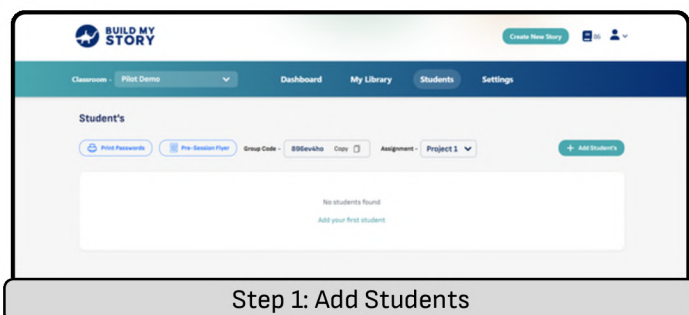
### Student Celebration

- Around Start date +28 days (exact date flexible)
- Celebrate students' completed bookbooks (exact date TBC)

## Preparation

Before starting the program, we ask that you complete a small amount of preparation so parents are informed and your classroom is ready to begin. This helps build excitement and ensures sessions run smoothly.

The steps below show what you need to complete in advance.





## Session 1: Plan & Write

This session marks the start of the project and introduces students to the project. The focus is on helping students understand the task, explore ideas, and plan their writing.

For this session, the web application is not required. You will use the provided lesson resources to guide students through the planning process.



### Students Will:

- Watch a short animated Build My Story introduction.
- Choose a historical figure (or a community hero / yourself).
- Read a passage or class materials to gather key facts.
- Complete the Historical Figure Profile + Biography Builder worksheets.

Book History Month

**Harriet Tubman**  
A Brave Guide to Freedom

Harriet Tubman was born into slavery around 1822 in Maryland. As a child, she worked very hard and was treated unfairly. She wanted to be free and to help others be free, too.

In 1849, Harriet escaped slavery and made the dangerous journey to freedom. But she did not stop there. Harriet became a "conductor" on the Underground Railroad. The Underground Railroad was not a real train. It was a secret network of safe places that helped enslaved people escape. Harriet went up and down to guide others to safety. This was very risky. If Harriet was caught, she could be sent back into slavery.

Harriet showed courage, smart thinking, and strong love. She helped many people reach freedom by traveling at night following safe routes. Later, during the Civil War, Harriet did brave work and helped in different ways, including people who were hurt or sick.

Harriet Tubman matters because she used her bravery to others and fight injustice. Today, people remember her who helped open doors to freedom and inspired others working for what is right.

Civil Rights & Justice

**Biography Builder**  
Read about the person whose story you are exploring the most important information. State: \_\_\_\_\_

Key facts (write 3) – put a # next to the BEST fact.  
(You may write more.)

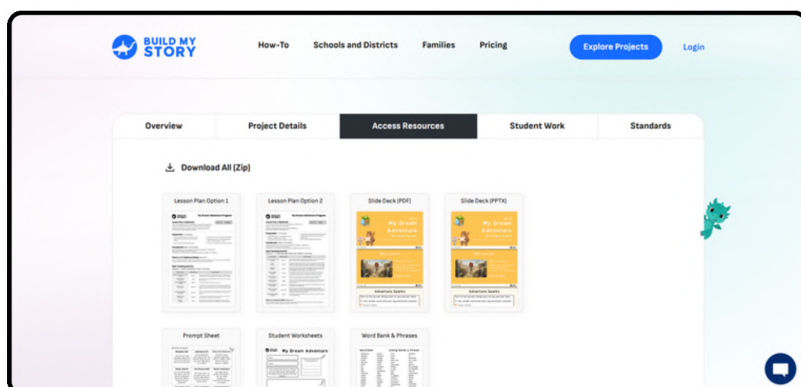
1: \_\_\_\_\_  
2: \_\_\_\_\_  
3: \_\_\_\_\_

What challenge did they face?  
The challenge was: \_\_\_\_\_

What did they do to help or make change?  
They helped by: \_\_\_\_\_

Why does this person matter?  
This person matters: \_\_\_\_\_

Where did you learn these facts?  
☐ book ☐ audio ☐ teacher ☐ video ☐ internet  
☐ other: \_\_\_\_\_



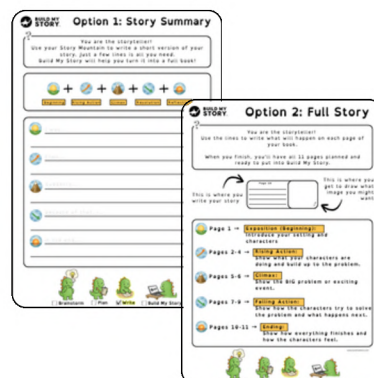
All materials for this session, including printable worksheets, the lesson plan, and slides, can be found in the Access Resources tab. The attached lesson plan provides step-by-step guidance and suggested timings for the session.

## Session 1 continued...

Next – students move from planning into writing their book. The focus is on getting ideas down on paper and developing the book structure before typing anything into the web app.

### Students Will:

- Write a Short Biography Summary or plan a Full 11-page Biography Book.
- Review and refine their work through a short peer check



During this session, students can follow one of **two writing pathways** based on their confidence level. Some students will **write a book summary** using the provided worksheet, while others may choose to **write a full draft of their book**.

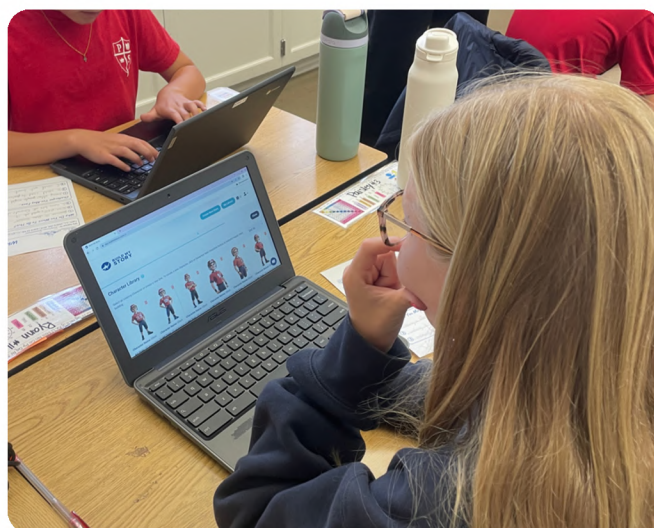
Both approaches are supported and will work seamlessly in the next session.

## Session 2: Build, Edit & Publish

In this session, students bring their book into the Build My Story web application. They will type or paste their writing, generate illustrations, and complete their book.

### Students Will:

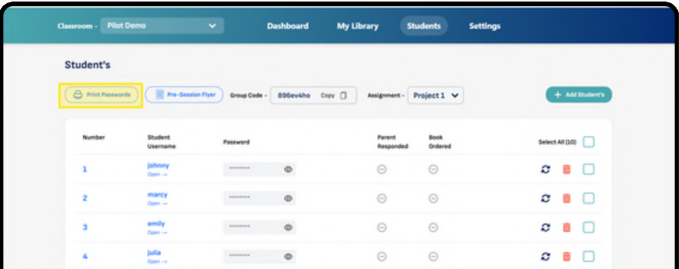
- Sign in to the Build My Story platform
- Add or type their book text
- Generate and edit illustrations for each page
- Review and refine their completed book



The next few pages outline what the students need to do to complete session 2. Information is also provided in the lesson plan and the slide deck.

# How Students Log In

## Teacher Steps →

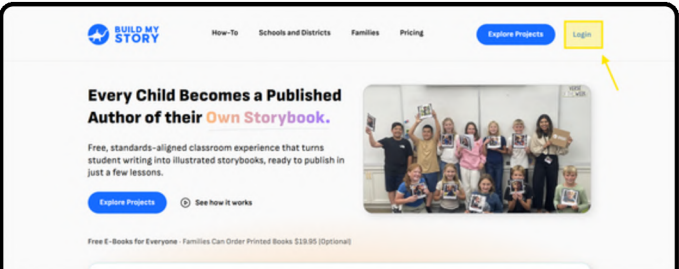


Step 1: Click Print Passwords

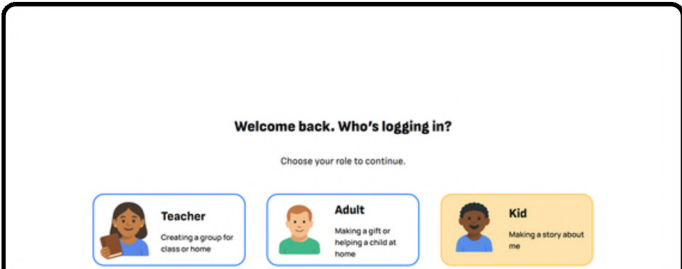
Student Passwords		
Student Name	Username	Password
Johnny	johnny	carrotclever24
Marcy	marcy	applezany17
Emily	emily	noisycookie59
Julia	julia	clevercomet35
Emma	emma	brightguitar02
Jake	jake	carrotclever42
Harry	harry	lazymartie83
John	john	bravepuppy74
Ben	ben	cupcakebrave18
Jules	jules	cometquiky27

Step 2: Hand out to students

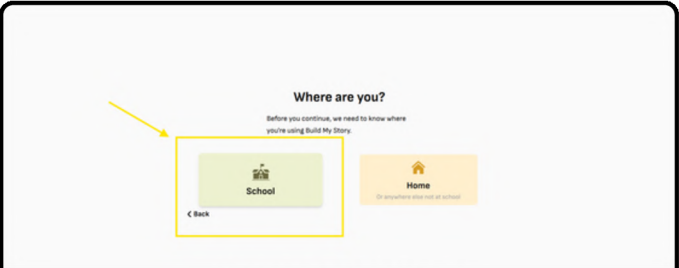
## Student Steps →



Step 1: Go to buildmybook.com on devices



Step 2: Click 'Kid'

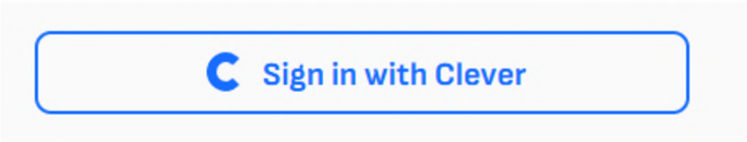


Step 3: Click 'School'



Step 4: Students use the Username & Password

Alternatively, if you added students using Clever, then they can sign in using Clever here.



# How Students Build Their Book

## Step 1: Character Name, Reading Level, and Art Style

The screenshot shows the 'Build My Story' website interface. At the top, there's a navigation bar with 'Create New Story', 'My Library', and a user profile icon. The main heading is 'Lets Build Your Story!'. Below it, a sub-heading asks 'How would you like your story to look?'. There are three input fields: 'Main Character's Name:', 'Reading Level: Please Select Reading Level', and 'Art Style:'. Under 'Art Style', there are two options: '3D Animation (Most Popular)' and 'Watercolor Illustration', each with a corresponding illustration.

## Step 2: Type out book

In this session, students type their work into the Build My Story platform based on the pathway they chose in **Session 2**.

Students who wrote a book summary will use the “Help me write” option, while students who completed a full draft will use the “I want to write it myself” option to enter their book.

The screenshot shows a worksheet titled 'Option 1: Story Summary'. It has a header with the 'Build My Story' logo and a sub-header 'You are the storyteller!'. Below this, there's a section for 'Your Story Summary' with a grid of 11 boxes for writing. At the bottom, there are icons for 'Brainstorm', 'Plan', 'Write', and 'Build My Story'.



The screenshot shows the 'Build My Story' website interface. The main heading is 'Lets Build Your Story!'. Below it, there are two options: 'Help Me Write My Story' (selected) and 'I Want to Write It Myself!'. The 'Help Me Write My Story' option has a sub-heading 'You are the storyteller!'. Below this, there's a section for 'Your Story Summary' with a grid of 11 boxes for writing. At the bottom, there are icons for 'Brainstorm', 'Plan', 'Write', and 'Build My Story'.

The screenshot shows a worksheet titled 'Option 2: Full Story'. It has a header with the 'Build My Story' logo and a sub-header 'You are the storyteller!'. Below this, there's a section for 'Your Story Summary' with a grid of 11 boxes for writing. At the bottom, there are icons for 'Brainstorm', 'Plan', 'Write', and 'Build My Story'.

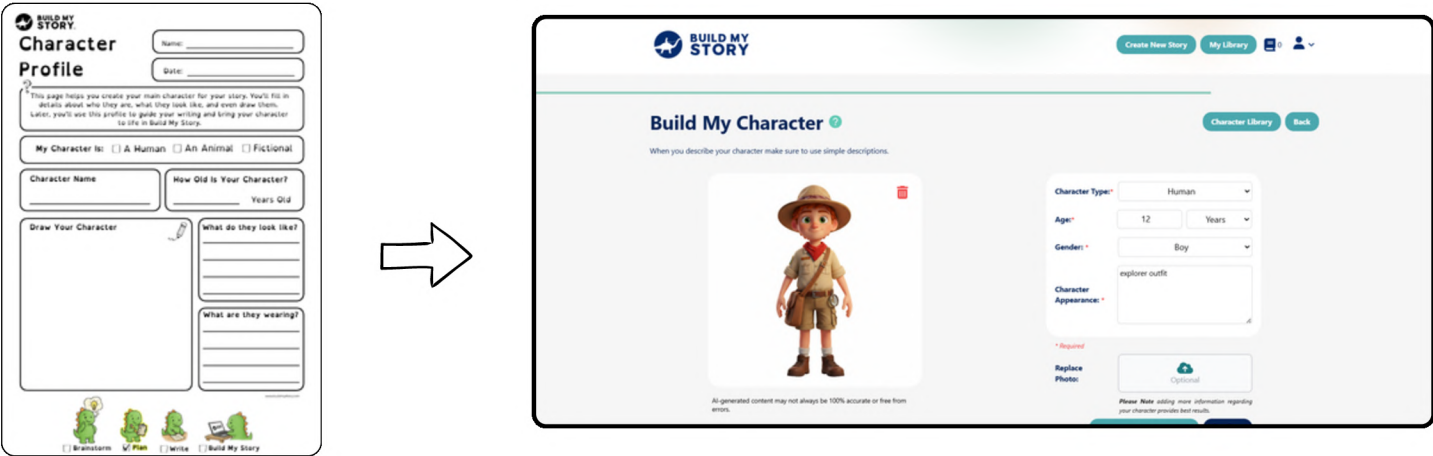
The screenshot shows a worksheet titled 'Page 1'. It has a header with the 'Build My Story' logo and a sub-header 'You are the storyteller!'. Below this, there's a section for 'Your Story Summary' with a grid of 11 boxes for writing. At the bottom, there are icons for 'Brainstorm', 'Plan', 'Write', and 'Build My Story'.



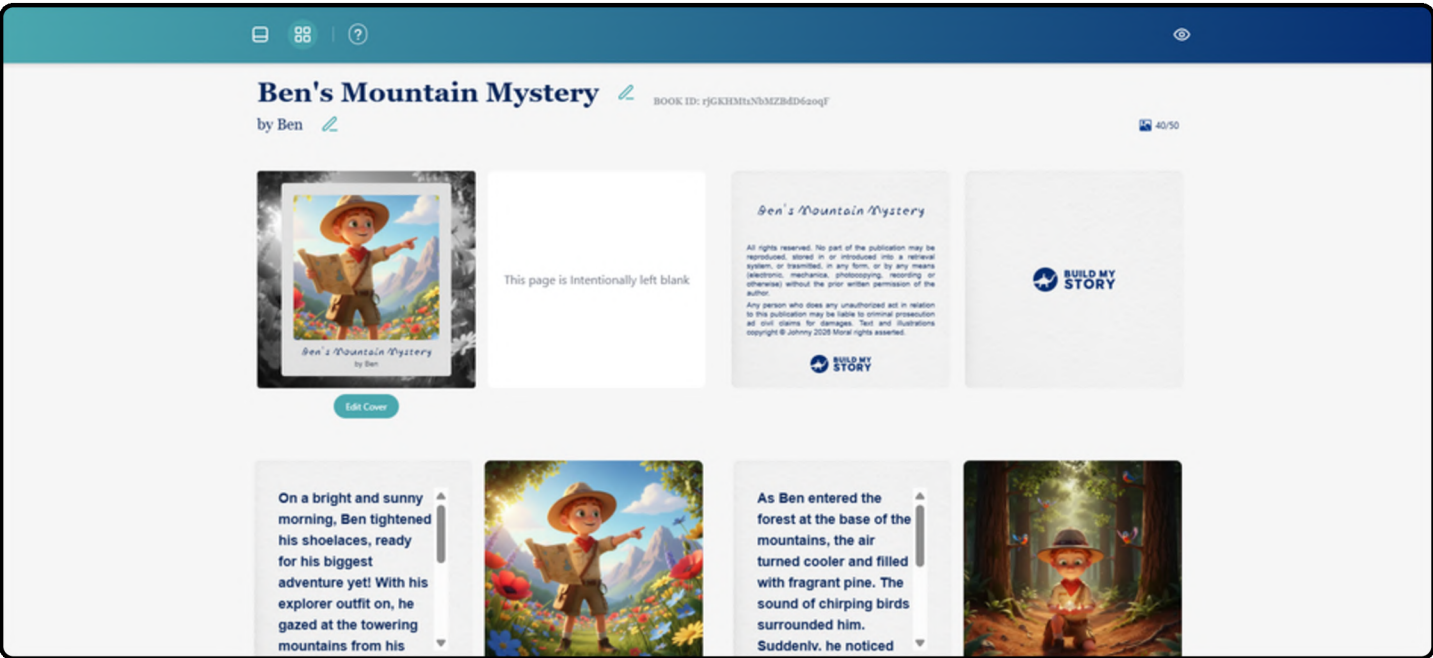
The screenshot shows the 'Build My Story' website interface. The main heading is 'Lets Build Your Story!'. Below it, there are two options: 'Help Me Write My Story' and 'I Want to Write It Myself!'. The 'I Want to Write It Myself!' option has a sub-heading 'You are the storyteller!'. Below this, there's a section for 'Your Story Summary' with a grid of 11 boxes for writing. At the bottom, there are icons for 'Brainstorm', 'Plan', 'Write', and 'Build My Story'.



Step 3: Create Character



Step 4: Generate & Edit the book



And that's it!

Once students reach this stage, they simply review their book, adjust images if they wish, refine their text, and let you know when they are finished.

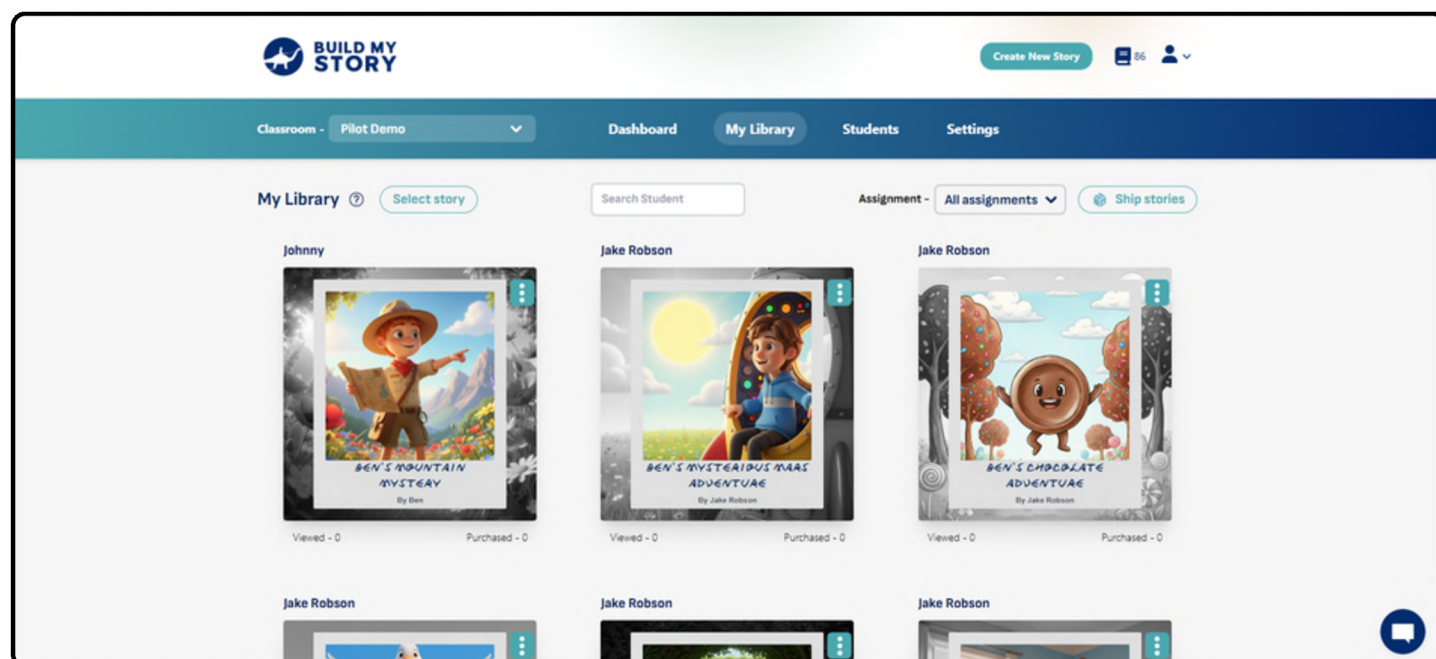


## What happens after Session 2?

Throughout Session 2, you will see student books appear in My Library as students complete their work. This is where you can view all finished books for your class in one place.

Once all student books are complete, the next step is to send printed flyers home to parents. These flyers allow families to view their child's book and, if they choose, purchase a printed copy.

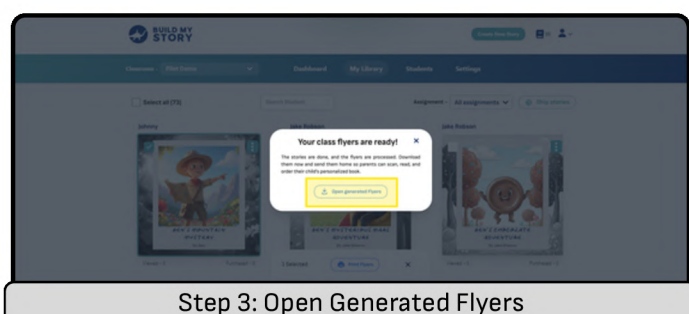
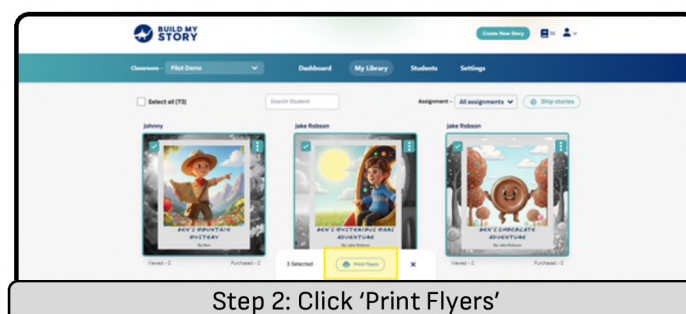
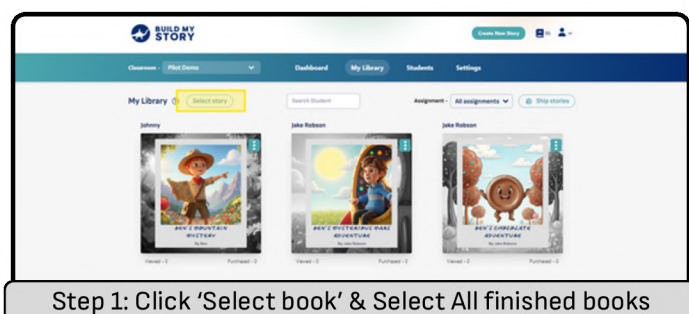
Every student will receive a digital version of their book regardless of whether a printed copy is ordered.



## Sending Flyers Home

From My Library, you can download the parent flyers for your class. These flyers are designed to be simple and clear for families and include everything they need to view their child's book.

Once downloaded, the flyers can be printed and sent home with students.





## The Celebration Day!

The soft deadlines throughout the program are designed to help all classes finish around the same time, allowing every group to take part in a shared celebration week. The timeline allows flexibility across different grades while ensuring there is enough time for all students to complete their books.

Once parents have had the opportunity to order a printed copy of their child's book, we will print and ship all books together to your school. Each delivery will also include bookmarks and stickers to help make the celebration feel special for students.

This celebration is a chance to recognise students' creativity, effort, and progress as writers. Seeing their work as a printed keepsake is often a powerful and memorable moment for students.

