





Guidelines for Interscholastic and International Connections among GLOBE Schools using GLOBE (Finding a Collaborator)

This document is being provided to GLOBE teachers who want to connect with other GLOBE classrooms. By following the steps below, you will be able to connect to teachers in other schools anywhere in the world. Once two teachers are connected, then students can begin to connect with other students across the partnering classrooms.

1. OVERVIEW OF STEPS:

A. Finding a Prospective Collaborator

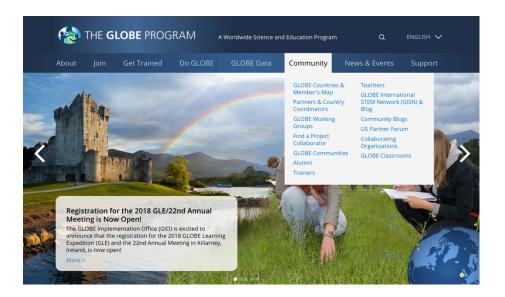
• Go to the Find a Project Collaborator page to partner with another teacher, using the search criteria as described below.

B. Connecting with a Teacher

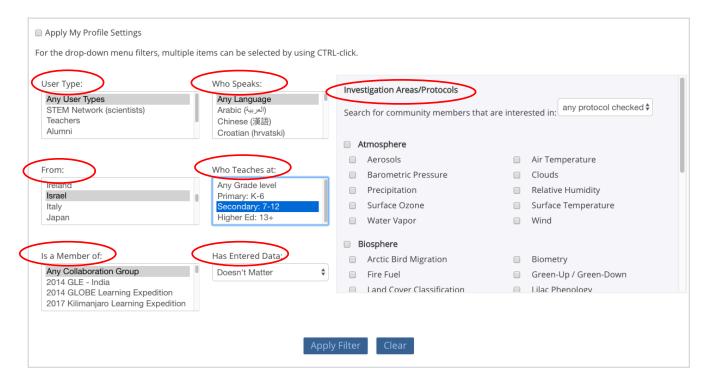
- To connect with a teacher, start by making a "friend" request.
- After your friend accepts the friend request, you will receive an email with a link to your friend's
 collaboration page on the GLOBE.gov. On your friend's collaboration page there will be a 'Send
 Email' button and you can email your new friend directly through the GLOBE.gov website.
- Once the two teachers are friends and connected by email, the teachers then organize communication among their students across classrooms using Zoom, Skype or other tools.

2. STEPS FOR FINDING AND CONNECTING WITH ANOTHER GLOBE CLASSROOM

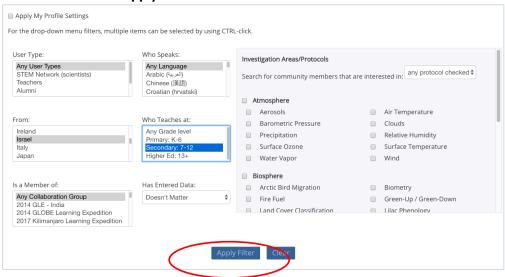
A. NAVIGATE to the 'Community' tab and CLICK 'Find a Project Collaborator'



- To search for a partnering teacher, you can select from a variety of filters to identify a teacher meeting your filter criteria. Criteria include:
 - o User type
 - o Language
 - Country
 - o Grade level
 - Collaboration group
 - Whether data has been entered
 - Investigation areas and Protocols of interest



B. Then CLICK 'Apply Filter'



C. Next you will be taken the search results page. Here you can select a person's name or organization to learn more about them. If you do not find a good match, you can modify your search criteria. To modify your search criteria, CLICK the grey triangle.

D. If you do find a good match and would like to collaborate, CLICK 'Request Friend'.



- E. When Friend has accepted your Friend Request, you will be notified by email. Check your inbox or spam folder for a message from GLOBE.gov You will need to accept the Friend to be connected. Once you and your friend are connected, you will need to send an email to initiate a conversation. You have two options.
 - You can NAVIGATE to the search results. In place of the Request Friend link you will see a 'Send Email' link. CLICK this link. OR
 - You can CLICK on the name of the teacher in the search results. This will take you to that teacher's
 page on the GLOBE website. On the bottom right corner, CLICK the button 'Send Email'.



- **F.** A separate window will open. In this window you can type an email directly to the teacher. Click Submit after completing your request in the body of the email.
- G. Once two teachers and classrooms are connected, each teacher can facilitate sharing of information and organize collaborations among their students. Teachers can use tools such as Zoom or Meets. Across time zones, asynchronous tools and strategies, such as video exchanges, or discussion boards, may be helpful.





