

## **Creating Your Own WebQuest with Teacher Web** **By Sandy Scragg**

### **Steps to Take Before You Start:**

- Come up with a topic/subject for your WebQuest.
- Create a task for your WebQuest that is appropriate for this model.
- Consider the roles & groupings for students.
- Locate several web sites you would like to use—copy the links or bookmark them to make it easier to copy & paste them later.
- You may want to consult Rubistar (<http://rubistar.4teachers.org>) to create a rubric, or consider other evaluation/assessment strategies for your WebQuest.
- Look at the sample WebQuest created at TeacherWeb (<http://teacherweb.com/AK/Appleton/WebQuest>).

### **Ready to Get Going?**

- 1) Go to page 1 of the template:  
<http://teacherweb.com/IdxStatesQ.htm>. Choose NY as your state from the drop-down menu. Click submit to proceed.
- 2) (Step 2 of 3) Find your school from the alphabetical pull-down menu. If it does not exist, type it into the blank below the menu.  
TIP: Keep it short, as the name will be a part of your link. You may not want to use the full name of a school.

Then, create a name for your WebQuest on the same page. Again, it's best to keep it short & sweet. This will NOT be your title listed on the page—it will be part of the link to your project. Click on submit when you are ready to move on.

- 3) (Step 3 of 3) You'll see a preview of the link to your WebQuest at the top of the page comprised of the information you entered on the previous page.

On this page, you will choose the color combinations used on your page. Click on the links next to various color combinations to see a preview of what the colors will look like. The colors are the background color of the page and the navigation bars used on each page.

When you have decided on a color combination you like, click in the circle next to that combination to select it for your WebQuest.

Ignore the request for an Account Code—you don't need one.

In the blank entitled, "Name to Appear on Web Pages," enter the title of your WebQuest as it will appear to students. This title will not affect the link to your WebQuest.

You MUST enter your email address, but you can choose whether or not you want to it appear publicly on your WebQuest pages. Click in the box if you do NOT want your email to appear in your WebQuest.

Choose a password for your WebQuest—one that you will remember. See the requirements for the passwords—TeacherWeb is pretty strict on these points. Every time you make changes to your pages, you will be prompted to enter your password and won't be able to update or create new material without it. Write down the password if necessary so you will remember it later.

Click on the button at the bottom of the page only once to record the information on this page.

- 4) You don't need to print out the next page, but write down the link of your WebQuest. Look at the instructions on this page—it briefly explains how to update the content on each page.

In short, you can work on a page-by-page basis or use a control panel to make changes from a central location. There's no advantage or disadvantage to either choice, so choose what makes the most sense to you.

Click on the link on this page to view your "Update Index Page." This works as a central control panel for you to choose & update each page within your WebQuest. You are also able to control certain preferences and options from your Update Index. Look at the choices you have from this page—there are many. You can add photos, make changes to the text, customize certain pages, change graphics, control your password, and more.

- 5) Go back one page to the "Print for Future Reference" page and click on the link to your WebQuest. The title you have chosen should be inserted, but the rest of the site will need to be updated. All of the sections of a WebQuest should be present, including 4 roles for students to take on.

Click on any page to start updating it. Right now, standard information and links are inserted on each page. You have to delete what's there and add your own content. It may make sense to start with the Introduction, but most people start with the task and then update on a page-by-page basis in any order they wish.

- 6) On any page, click on the top navigation bar to edit the page content.

You will get a new page with an editing window. At the top of the page, you will also have links to all the other pages in your WebQuest for easy navigating.

You can highlight and delete the content that is on this page by working in the editing window. I recommend deleting all the content and starting fresh...EXCEPT any html code. The one part that is a bit tricky is working in html code to update these pages.

- 7) You will recognize html code by the brackets that appear in your editing window, for example, `<br>`. You will want to learn a little bit of html code to update these pages. Don't worry—it's easy, and you'll probably only use links on a few pages anyway.

You should only see 3 kinds of code in these pages:

`<br>` signifies a space.

`<a href="link to web page">` signifies a link.

`</a>` signifies the end of a link.

- Use `<br>` when you want to jump a line.
- When adding your own link, I recommend leaving the code there, and just inserting your own link where the original once stood. You have to enter a FULL link, which means starting with `http://` and you have to enter a link TWICE. Once, within the quotation marks in the code, and again after the quotes, right before the `</a>` sign. See how the links were originally programmed, and copy what is already there.

- 8) When you are done adding new content to your page, enter your password, and click Submit. Your page will be updated with your new content, and new page will appear confirming the update with a link back to your new page. Click on "View Updated Page" and make sure it has been changed to your liking.
- 9) The process of changing pages is exactly the same for each page. Just repeat the steps above.
- 10) To make more extensive changes to your WebQuest, or to customize it more to your liking, see the help pages on TeacherWeb. Here are links to pages you might need:

Specific help links:

Updating your WebQuest:

<http://teacherweb.com/Help.htm#UpdatingMyWeb>

Customizing the look of your WebQuest:

<http://teacherweb.com/Help.htm#CustomizingMyWeb>

Adding photos & documents:

<http://teacherweb.com/Help.htm#PhotosDocuments>

Password Problems:

<http://teacherweb.com/Help.htm#PasswordAlternatePassword>

Text Formatting:

<http://teacherweb.com/Help.htm#TextFormatting>

NOTE: You can update your WebQuest on any computer connected to the Internet at any time. Just go to your link, and click on the top navigation bar to edit. You will need to enter your password in order for the changes to take effect.

And Remember—this is just practice, so don't feel pressure to be perfect! You can change the content on your WebQuest AT ANY TIME.

Good Luck!