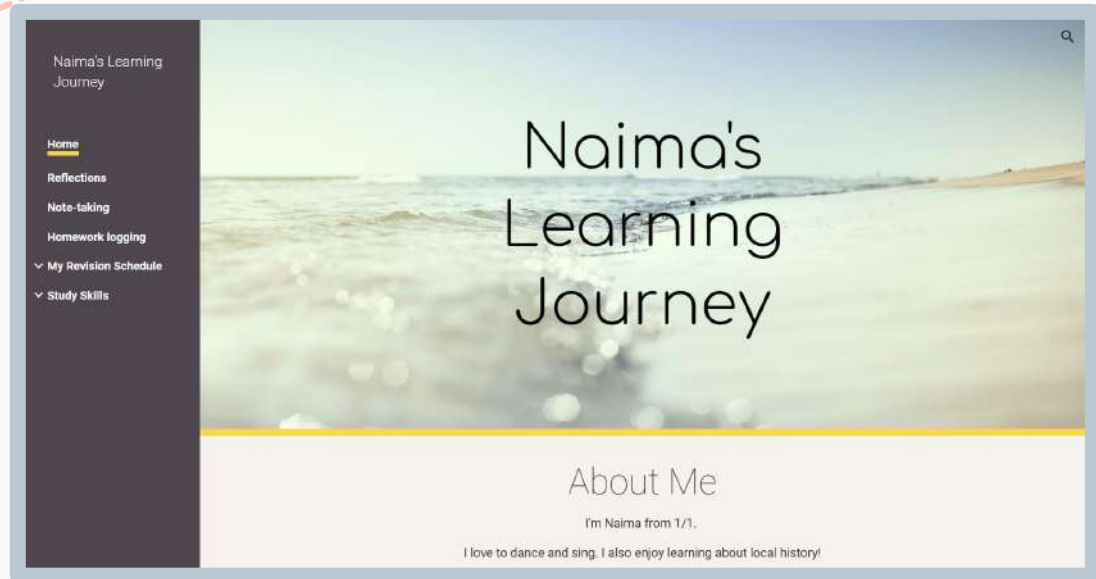




Self-regulation e-JOURNAL for Sec 1s

Every student will own
a Google Site
that is entirely theirs to
upkeep.



Contents Page (click on the links to go to the slide)

01 [Home](#)

02 [Homework Tracker](#)

03 [Note-taking](#)

04 [Publish Site](#)

05 [Weekly Planner \(self-explore\)](#)



Objective

When you decide on your own learning goals, you tend to learn more.

When you take charge of your goals, you become more motivated to achieve them.

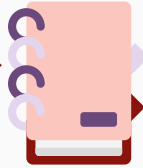
You also get better at assessing and managing your own progress.

What it is NOT:



Merely an online handbook

The ultimate goal is to build a **habit**, and we are creating a conducive space for you to do so.



A place for teachers to upload notes and homework

Your site only contains what you want it to, so you **own** your notes, schedules and homework!



A platform for teachers to monitor you

Your teachers care for your progress, but ultimately the learning is yours to own.



Features of the E-Journal

01 A homework tracker

Keep track of your homework

02 A dedicated page for subject notes

See all your self-created subject notes on one page

03 Study Skills

Learn various study skills to aid you in your revision



Step 1a:
Go to go.gov.sg/e-journal
click on the 3 dots
and select 'Make a copy'.

The screenshot shows the Google Drive interface. On the left is a navigation sidebar with options like Home, Activity, Workspaces, My Drive, Shared with me, Recent, Starred, Spam, Trash, and Storage. The main area shows a folder named 'Self-regulation e-Journ...'. A search bar at the top contains 'Search in Drive'. Below the folder name, there are icons for selection, sharing, folder actions, and refresh. The file list below has columns for Name, Owner, Last modified, and File size. The file 'Student's E-Journal' is selected, and its context menu is open, showing options like 'Open with', 'Rename', 'Make a copy', 'Share', 'Organize', 'File information', and 'Move to trash'. The 'Make a copy' option is highlighted with an orange box, and an orange arrow points from the text 'Step 1a' to this option.

Name	Owner	Last modified	File size
Student's E-Journal	me	Jan 26, 2024	—
1-7 Timetable.png	me	Jan 26, 2024	
1-6 Timetable.png	me	Jan 26, 2024	
1-5 Timetable.png	me	Jan 26, 2024	
1-4 Timetable.png	me	Jan 26, 2024	
1-3 Timetable.png	me	Jan 26, 2024	
1-2 Timetable.png	me	Jan 26, 2024	
1-1 Timetable.png	me	Jan 26, 2024	306 KB

Back to Contents

The screenshot shows the Google Drive interface. On the left is a navigation sidebar with options like Home, Activity, Workspaces, My Drive, Shared with me, Recent, Starred, Spam, Trash, and Storage. The main area shows a folder named 'Self-regulation e-Journ...'. A search bar at the top says 'Search in Drive'. Below the folder name, there's a toolbar with icons for selection, sharing, download, folder, trash, link, and more options. A table of files is displayed with columns for Name, Owner, Last modified, and File size. The file '1-1 Timetable.png' is selected and highlighted in blue. An orange arrow points to this file from below.

Name	Owner	Last modified	File size
Student's E-Journal	me	Jan 26, 2024 me	—
1-7 Timetable.png	me	Jan 26, 2024 me	282 KB
1-6 Timetable.png	me	Jan 26, 2024 me	280 KB
1-5 Timetable.png	me	Jan 26, 2024 me	280 KB
1-4 Timetable.png	me	Jan 26, 2024 me	306 KB
1-3 Timetable.png	me	Jan 26, 2024 me	306 KB
1-2 Timetable.png	me	Jan 26, 2024 me	300 KB
1-1 Timetable.png	me	Jan 26, 2024 me	306 KB

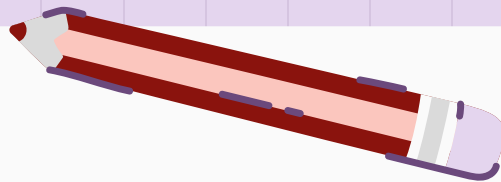
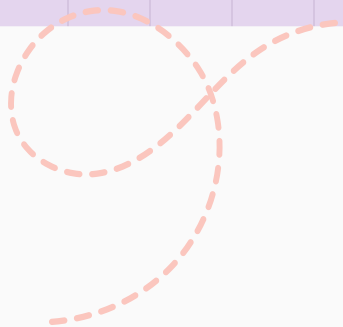
Step 1b:

Do the same to make a copy of your own class timetable.



Step 1c:

Go to 'My Drive' (left panel) and **double click on 'Copy of Student's E-journal'.**



01 HOME



The image shows a Google Slides presentation titled "Copy of Student's E-Journal". The main slide is titled "Naima's E-Journal" and features a background image of a beach. Below the title is a section titled "About Me" with the text "I'm Naima from 1/1" and "I love to dance and sing. I also enjoy learning about local history!". A prompt at the bottom asks, "[What class are you from? What skills, talents, and knowledge do you have? What do you like learning about?]". The slide is part of a presentation with other slides listed in the right-hand sidebar: Home, Homework Tracker, Note-taking, Study Skills, My Weekly Planner, and Reflections. Orange arrows point to the title "Naima's E-Journal" and the name "Naima" in the "About Me" section.

Step 2:
Type in your name.



Publish



Joel's E-Journal

Joel's E-Journal

Use 'Undo' to undo an edit, and use 'Redo' to redo an edit you have undone. Changes made are autosaved.

About Me

I'm Joel from 1/1.

I love to dance and sing. I also enjoy learning about local history!

[What class are you from? What skills, talents, and knowledge do you have? What do you like learning about?]

Insert

Pages

Themes



Text box



Images



Embed



Drive

CONTENT BLOCKS



Collapsible group



Table of contents



Image carousel



Button



Divider



Joel's E-Journal

Joel's E-Journal

Use the 'Insert' menu to add images, embed objects, and upload files from Drive.

Insert

Pages

Themes



Text box



Images



Embed



Drive

CONTENT BLOCKS



Collapsible group



Table of contents



Image carousel



Button



Divider

About Me

I'm Joel from 1/1.

I love to dance and sing. I also enjoy learning about local history!

[What class are you from? What skills, talents, and knowledge do you have? What do you like learning about?]



Publish



Joel's E-Journal

Joel's E-Journal

Use the 'Pages' menu to go to different pages.

Insert

Pages

Themes



Text box



Images



Embed



Drive

CONTENT BLOCKS



Collapsible group



Table of contents



Image carousel



Button



Divider

About Me

I'm Joel from 1/1.

I love to dance and sing. I also enjoy learning about local history!

[What class are you from? What skills, talents, and knowledge do you have? What do you like learning about?]

Joel's E-Journal

All changes saved in Drive

Remove

	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Tu	LS GEOSCPA	MATH	RECESS	MUSIC (V1, V2, V3)	DTFACE	SCI	DISMISSAL TIME - LS (12:30)							
We	ENG	PT	RECESS	MT	COORDM	LS GEOSCPA	DISMISSAL TIME - LS (12:30)							
Th	SC	MATH	RECESS	ENG	MT	DTFACE	DISMISSAL TIME - LS (12:30)							
Fr	MATH	MT	RECESS	SC	ENG	PT	DISMISSAL TIME - EN (12:30)							
1/1, Even Week														
Mo	PT	PE	RECESS	MATH	SC	MT	ENG	DISMISSAL TIME - LS (12:30)						
Tu	MATH	MT	RECESS	SC	MUSIC (V1, V2, V3)	DTFACE	ENG	DISMISSAL TIME - LS (12:30)						

Step 3a:

Click on the timetable at the bottom of the Home page.

Step 3b:

Click 'Remove'.

Joel's E-Journal

All changes saved in Drive

Publish

Insert

Text box

Images

Embed

Drive

CONTENT BLOCKS

Collapsible group

Table of contents

Image carousel

Button

Divider

Click to edit text

Achievements

Strengths

Goals

- What achievements are you proud of?
- What are some of your strengths?
- What skills are you working on?

Step 3c:
Click the 'Insert'
menu.

Step 3d:
Click 'Drive'.

Joel's E-Journal

All changes saved in Drive

Publish

Achievements

Strengths

Goals

- What achievements are you proud of?
- What are some of your strengths?
- What skills are you working on?

Click to edit text

Google Drive

My Drive Shared with me Recent Starre

My Drive:

Folders

- 1G1 Sci ILD HW...
- Classroom
- Self-regulation ...

Files

- Copy of 1-1 Time...
- English Notes
- Joel's Homewor...
- MiniSTEM H...

1 selected

Insert

Step 3e:
Select your class timetable.

Step 3f:
Click 'Insert'.

Joel's E-Journal

All changes saved in Drive

Insert Pages Themes

Filter pages

- Home
- Homework Tracker
- Note-taking
- Study Skills
- My Weekly Planner
- Reflections

What achievements are you proud of?

What are some of your strengths?

What skills are you working on?

S1-1											
	1	2	3	4	5	6	7	8	9	10	11
Monday											
Tuesday											
Wednesday											
Thursday											
Friday											
Saturday											
Sunday											

Click to edit text

Step 3g:
Click and drag
the image so
that all the
contents can be
seen.



02 **HOMESCHOOL TRACKER**

Joel's E-Journal

All changes saved in Drive

Joel's E-Journal

My Homework Tracker

Foster a sense of responsibility and discipline by keeping track of your homework.
It's an important life skill that will serve you well beyond your academic years.
Knowing exactly what homework you have and when it's due can also reduce stress and anxiety.

Normal text | Roboto | 13 | B | I | U | A | [Link icon] | [Image icon] | [List icon] | [Table icon] | [Link icon] | [Trash icon] | [More icon]

Make a Copy

<https://docs.google.co...>

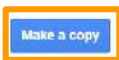
+

Step 4c:
Select 'Make a Copy' and **click** on the link.



Copy document

Would you like to make a copy of **Homework Tracker**?



Step 4d:
Click 'Make a copy'.

Step 4e: Type in your name.

The screenshot shows a Google Sheets spreadsheet titled "Homework Tracker". The spreadsheet has columns for Subject, Due Date, Assignment, Status, and a percentage (40.00%). The rows contain homework entries for various subjects like Math, History, and Physics. The "Share" button in the top right corner is highlighted with an orange box. An orange arrow points from the "Share" button to the text "Step 4f: Click 'Share'".

1	Subject	DUE DATE	ASSIGNMENT	STATUS	40.00%
2	???	???	Finish Chapter 4 Ex 3.2	<input type="checkbox"/>	
3	EL	Friday, Jan 5, 2024	Submit a comment on a peer's post on GC.	<input type="checkbox"/>	
4	Math	Wednesday, Jan 24, 2024	Finish Chapter 4 Ex 3.2	<input checked="" type="checkbox"/>	
5	History	Friday, Feb 16, 2024	Respond to Mr Hasjiah's question on Hitler's reign on Google Classroom Answer Mr Fang's question on SLS:	<input checked="" type="checkbox"/>	
6	Physics	Thursday, Feb 1, 2024	A ball is thrown vertically upwards from the ground with an initial velocity of 20 m/s. Neglecting air resistance, calculate the following: a) How high will the ball go above the ground? b) How long will it take for the ball to reach its highest point? c) What will be the ball's velocity when it reaches its highest point? d) How long will it take for the ball to return to the ground? (Given: Acceleration due to gravity, $g = 9.8 \text{ m/s}^2$)	<input type="checkbox"/>	
7				<input type="checkbox"/>	
8				<input type="checkbox"/>	
9				<input type="checkbox"/>	
10				<input type="checkbox"/>	
11				<input type="checkbox"/>	
12				<input type="checkbox"/>	
13				<input type="checkbox"/>	
14				<input type="checkbox"/>	
15				<input type="checkbox"/>	
16				<input type="checkbox"/>	
17				<input type="checkbox"/>	
18				<input type="checkbox"/>	

Step 4f: Click 'Share'.

Step 4g:

Select 'Restricted'. Key in your form teachers' names, select 'Viewer'.

The screenshot shows a Google Sheets document titled "Teng's Homework Tracker" with a sharing dialog box open. The dialog box has a search bar at the top with the text "Add people, groups, and calendar events". Below this, there is a list of "People with access" including "Jun Hao Joel Boon" and "Xiuling Teng (you)" who is the "Owner". Under the "General access" section, the access level is set to "Restricted", which is highlighted with an orange box. Below this, it says "Only people with access can open with the link". At the bottom of the dialog, there is a "Copy link" button, also highlighted with an orange box, and a "Done" button. Orange arrows point from the text instructions to the search bar, the "Restricted" dropdown, and the "Copy link" button.

Subject	DUE DATE	ASSIGN
777	Wednesday, Jan 31, 2024	Finish
CCE	Wednesday, Jan 31, 2024	Bring
Math	Thursday, Feb 1, 2024	Do Ex
	Friday, Feb 2, 2024	

Step 4h:

Click 'Copy link'.

Joel's E-Journal

All changes saved in Drive

Insert Pages Themes

My Homework Tracker

Foster a sense of responsibility and discipline by keeping track of your homework.
It's an important life skill that will serve you well beyond your academic years.
Knowing exactly what homework you have and when it's due can also reduce stress and anxiety.

Make a Copy

Embed

Click to edit text

Step 4i:
Double click on the empty space at the Homework Tracker page.

Step 4j:
Click 'Embed'.

Joel's E-Journal

All changes saved in Drive

Publish

My Homework Tracker

Foster a sense of responsibility
It's an important life skill
Knowing exactly what homework

[Make a Copy](#)

Click to edit text

Embed from the web

By URL Embed code

https://docs.google.com/spreadsheets/d/1-FbXM0Gsd_4_jlFykJf

Enter URL

Cancel **Insert**

Filter pages

- Home
- Homework Tracker**
- Note-taking
- Study Skills
- My Weekly Planner
- Reflections

Step 4k:
Paste the copied
link and **click**
'Insert'.

You should see
your copy of the
Homework Tracker
embedded.

Joel's E-Journal

All changes saved in Drive

Publish

Insert Pages Themes

Filter pages

- Home
- Homework Tracker
- Note-taking
- Study Skills
- My Weekly Planner
- Reflections

Joel's Homework Tracker

Subject	DUE DATE	ASSIGNMENT	STATUS	40.00%
???	???	Finish Chapter 4 Ex 3.2	<input type="checkbox"/>	
EL	Friday, Jan 5, 2024	Submit a comment on a peer's post on GC.	<input type="checkbox"/>	
Math	Wednesday, Jan 24, 2024	Finish Chapter 4 Ex 3.2	<input checked="" type="checkbox"/>	
History	Friday, Feb 16, 2024	Respond to Ms Hadjeh's question on Hitler's reign on Google Classroom	<input checked="" type="checkbox"/>	
Physics	Thursday, Feb 1, 2024	Answer Mr Fang's question on SLS: A ball is thrown vertically upwards from the ground with an initial velocity of 20 m/s. Neglecting air resistance, calculate the following: a) How high will the ball go above the ground? b) How long will it take for the ball to reach its highest point? c) What will be the ball's velocity when it reaches its highest point? d) How long will it take for the ball to return to the ground? (Given: Acceleration due to gravity, $g = 9.8 \text{ m/s}^2$)	<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	

HOMEWORK READ TOTAL PAGES

+

Joel's E-Journal

All changes saved in Drive

Insert Pages Themes

Filter pages

- Home
- Homework Tracker
- Note-taking
- Study Skills
- My Weekly Planner
- Reflections

Make a Copy

Open in a new tab

Subject	DUE DATE	ASSIGNMENT	STATUS	40.00%
???	???	Finish Chapter 4 Ex 3.2	<input type="checkbox"/>	
EL	Friday, Jan 5, 2024	Submit a comment on a peer's post on GC.	<input type="checkbox"/>	
Math	Wednesday, Jan 24, 2024	Finish Chapter 4 Ex 3.2	<input checked="" type="checkbox"/>	
History	Friday, Feb 16, 2024	Respond to Ms Hadjopi's question on Hitler's reign on Google Classroom Answer Mr Fang's question on SLS.	<input checked="" type="checkbox"/>	
Physics	Thursday, Feb 1, 2024	A ball is thrown vertically upwards from the ground with an initial velocity of 20 m/s. Neglecting air resistance, calculate the following: a) How high will the ball go above the ground? b) How long will it take for the ball to reach its highest point? c) What will be the ball's velocity when it reaches its highest point? d) How long will it take for the ball to return to the ground? (Given: Acceleration due to gravity, $g = 9.8 \text{ m/s}^2$)	<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	

HOMEWORK READ TOTAL PAGES

Step 4I:
Click on the Homework Tracker and click 'Open in a new tab'.

Step 4m:

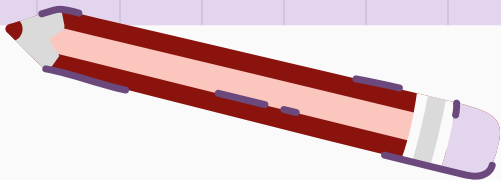
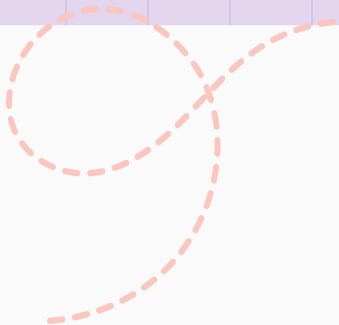
Once you complete an assignment, you can **check** it off.

Joel's Homework Tracker

1	Subject	DUE DATE	ASSIGNMENT	STATUS	60.00%
2	???	???	Finish Chapter 4 Ex 3.2	<input type="checkbox"/>	
3	EL	Friday, Jan 5, 2024	Submit a comment on a peer's post on GC	<input checked="" type="checkbox"/>	
4	Math	Wednesday, Jan 24, 2024	Finish Chapter 4 Ex 3.2	<input checked="" type="checkbox"/>	
5	History	Friday, Feb 16, 2024	Respond to Mr Hadzich's question on Hitler's reign on Google Classroom	<input checked="" type="checkbox"/>	
6	Physics	Thursday, Feb 1, 2024	Answer Mr Fang's question on SL5: A ball is thrown vertically upwards from the ground with an initial velocity of 20 m/s. Neglecting air resistance, calculate the following: a) How high will the ball go above the ground? b) How long will it take for the ball to reach its highest point? c) What will be the ball's velocity when it reaches its highest point? d) How long will it take for the ball to return to the ground? (Given: Acceleration due to gravity, $g = 9.8 \text{ m/s}^2$)	<input type="checkbox"/>	
7				<input type="checkbox"/>	
8				<input type="checkbox"/>	
9				<input type="checkbox"/>	
10				<input type="checkbox"/>	
11				<input type="checkbox"/>	
12				<input type="checkbox"/>	
13				<input type="checkbox"/>	
14				<input type="checkbox"/>	
15				<input type="checkbox"/>	
16				<input type="checkbox"/>	
17				<input type="checkbox"/>	
18				<input type="checkbox"/>	

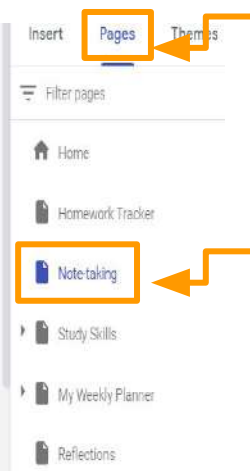
Step 4n:

At the top, the percentage shows you the percentage of work completed.



03 NOTE-TAKING





Step 5a:
Click 'Pages'

Step 5b:
Click 'Note-taking'.

By taking notes, you actively engage with the material, which promotes better understanding and retention compared to passive reading or listening. The act of writing down information also reinforces memory retention. Everyone has their way of understanding and interpreting information. By taking notes, you create a personalised version of the content that resonates with your learning style.

Here are your notes for the various subjects you learn!

NOTE-TAKING

By taking notes, you actively engage with the material, which promotes better understanding and retention compared to passive reading or listening. The act of writing down information also reinforces memory retention. Everyone has their way of understanding and interpreting information. By taking notes, you create a personalised version of the content that resonates with your learning style.

Here are your notes for the various subjects you learn!



English

Click to edit text



Mother Tongue

Click to edit text



Mathematics

Click to edit text



Science

Click to edit text



Literature

Click to edit text

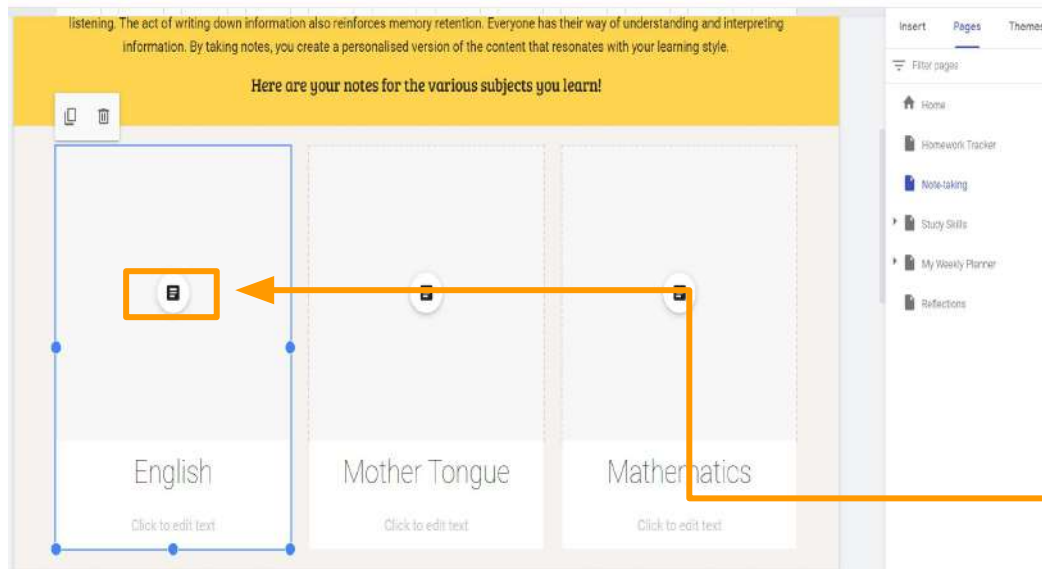


Art

Click to edit text

Step 5c:
Start by
personalising
your subject
boxes.

You can **edit**
the subject
name by
double clicking
on the box.



Step 5d:
To learn the basics of using Google Doc, click [HERE](#) to watch a video.

Step 5e:
Click on icon to link your Google doc that you are using for the subject.

The screenshot shows a Google Docs interface. On the left, a note-taking template is displayed with a yellow header containing the text: "listening. The act of writing down information also reinforces memory retention. Everyone has their way of understanding and interpreting information. By taking notes, you create a personalised version of the content that resonates with your learning style." Below the header, it says "Here are your notes for the various subjects you learn!". The template has three columns for subjects: English, Mother Tongue, and Mathematics. Each column has a text area with a "Click to edit text" prompt. An orange box highlights the "Insert" icon in the top-left corner of the English column. On the right, a sidebar titled "Recent" shows a list of documents under the heading "Today". An orange box highlights this sidebar. An orange arrow points from the sidebar to the text on the right. At the bottom of the sidebar, a blue bar shows "X 1 selected" and an "Insert" button, which is also highlighted with an orange box and an arrow pointing to it from the text on the right.

Step 5f:
Recent google documents would appear on the **right column**.

Choose the doc that you would be using to do note-taking for the subject.

Step 5g:
Click 'Insert'.

listening. The act of writing down information also reinforces memory retention. Everyone has their way of understanding and interpreting information. By taking notes, you create a personalised version of the content that resonates with your learning style.

Here are your notes for the various subjects you learn!



Class: 10th Standard

Introduction to Writing Essays

The Writing Process

Planning → Writing → Editing → Proofreading

Pre-writing

What is it?

- Choose your topic
- Brainstorm for ideas

What you need to do?

- Brainstorm ideas you are interested in
- Choose a topic that is relevant to you

Brainstorming

- A technique for gathering ideas about a particular topic
- Brainstorming - Write down every idea that comes into your mind about your topic without worrying about logic or relevance
- Brainstorming questions to consider about the topic: Who? What? Why? How? When? Where? How often? How much?

Choosing

English

Click to edit text

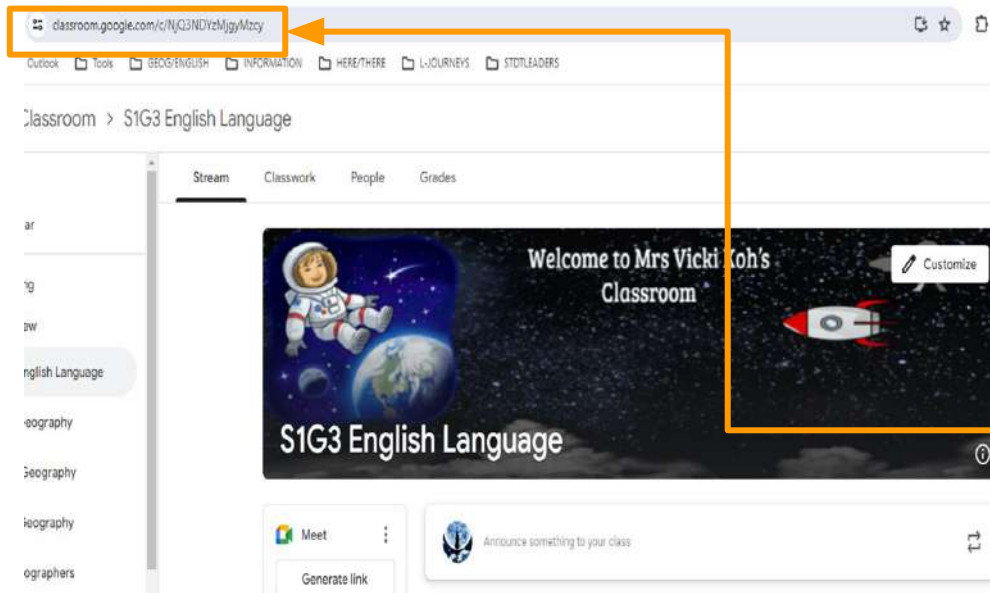
Mother Tongue

Click to edit text

Mathematics

Click to edit text

Step 5h:
Click on the **arrow icon** to open your google document when you are taking notes for the subject.



Step 5j:
Copy the website address of the subject's Google Classroom.

Do ensure you have already joined the Classroom using the class code first.

Step 5k: Highlight 'Link to Google Classroom' and click on icon 'Insert link'. Lastly, click 'Apply'.

Link to Google Classroom

Text
Link to Google Classroom

Link
<https://classroom.google.com/c/Nj> Apply

Step 5I:
Now, try the same steps for
the other subjects.

The screenshot displays a digital workspace with three subject cards. The first card, labeled 'English', is active and shows a lesson plan for 'Introduction to Writing Essays'. It includes a 'Pre-writing' section with a 'Brainstorming' list and a 'Transforming Tip' box. Below the card is a 'Link to Google Classroom' button. The second card, labeled 'Mother Tongue', is currently blank and has an orange box around its label. Below it is a 'Click to edit text' button. The third card, labeled 'Mathematics', is also blank and has an orange box around its label. Below it is a 'Click to edit text' button. An orange arrow points from the text 'Step 5I: Now, try the same steps for the other subjects.' to the Mathematics label.

English

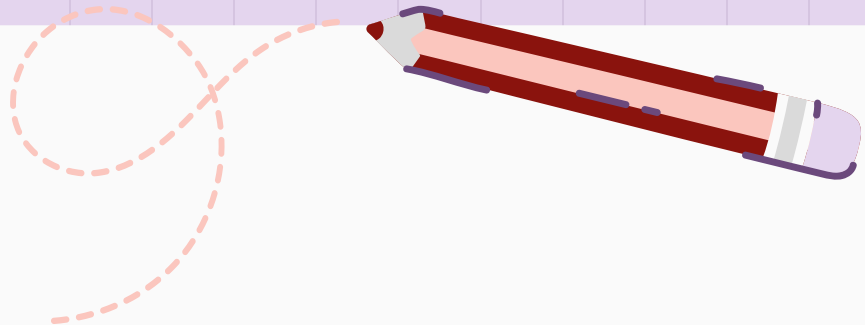
[Link to Google Classroom](#)

Mother Tongue

Click to edit text

Mathematics

Click to edit text



04

PUBLISH SITE

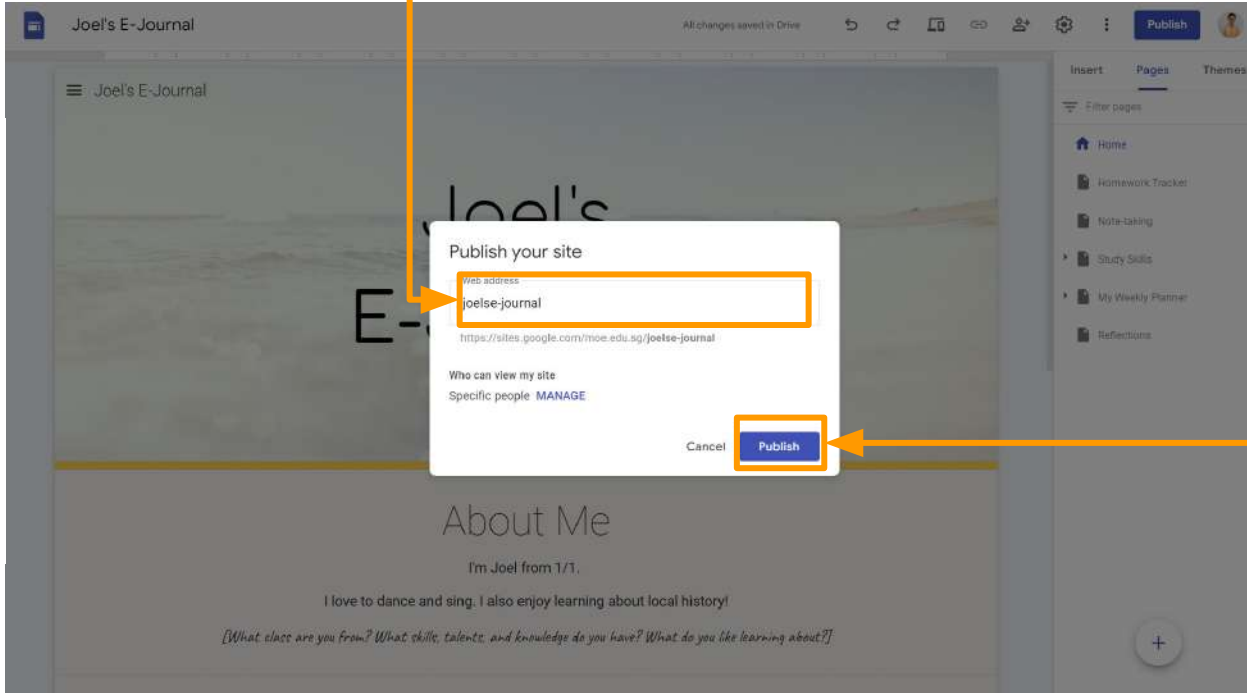


Step 6a:
Click 'Publish'.

The image shows a Google Sites editor interface for a website titled "Joel's E-Journal". The main content area features a large header image of a beach with the text "Joel's E-Journal" overlaid. Below the header is a section titled "About Me" with the text "I'm Joel from 1/1. I love to dance and sing. I also enjoy learning about local history!" and a placeholder question: "[What class are you from? What skills, talents, and knowledge do you have? What do you like learning about?]". The right-hand sidebar contains a "Pages" menu with items: Home, Homework Tracker, Note-taking, Study Skills, My Weekly Planner, and Reflections. At the top right of the editor, a toolbar includes icons for undo, redo, link, unlink, and settings. A blue "Publish" button is highlighted with an orange box, and an orange arrow points from the text "Step 6a: Click 'Publish'." to this button.

Step 6b:
Type your name in
the web address.

Note: It is
important
to 'Publish'
every time
you make
changes to
your site.



Step 6c:
Click 'Publish'.

Step 6d:
Click 'Share with others'.

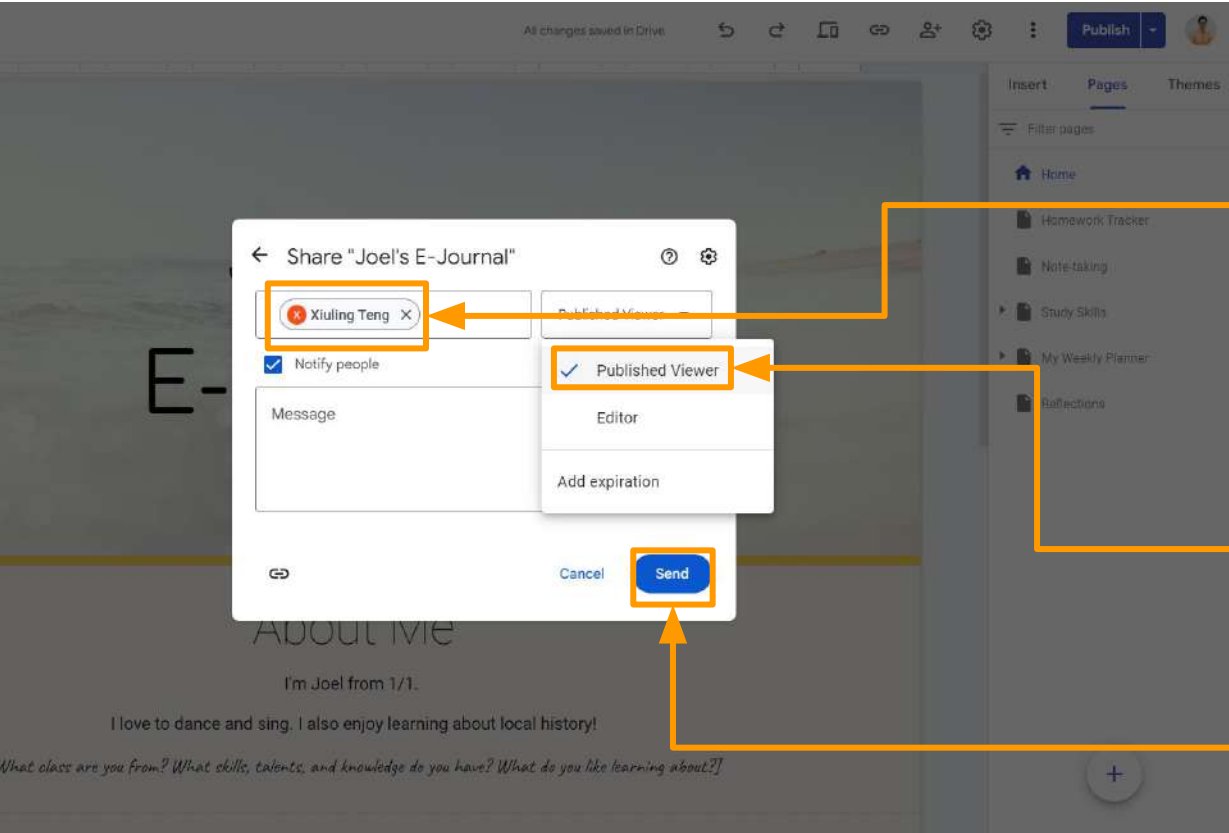
The image shows a Google Slides presentation titled "Joel's E-Journal". The main slide features a background image of a beach with waves and the text "Joel's E-Journal" in large black font. Below this, there is a section titled "About Me" with the text "I'm Joel from 1/1." and "I love to dance and sing. I also enjoy learning about local history!". At the bottom of the slide, there is a prompt: "[What class are you from? What skills, talents, and knowledge do you have? What do you like learning about?]".

The top toolbar of the Google Slides interface is visible, showing various icons for editing and sharing. The "Share" icon, which depicts a person with a plus sign, is highlighted with a red square and a red arrow pointing to it from the text "Step 6d: Click 'Share with others'." located in the top right corner of the image.

On the right side of the slide, there is a sidebar with the following menu items:

- Insert
- Pages
- Themes
- Fit to pages
- Home
- Homework Tracker
- Note-taking
- Study Skills
- My Weekly Planner
- Reflections

At the bottom right of the slide, there is a circular button with a plus sign (+).



Step 6e:
Type your form teachers' name and **select** your teachers' email address (moe.edu.sg).

Step 6f:
Select 'Published Viewer'.

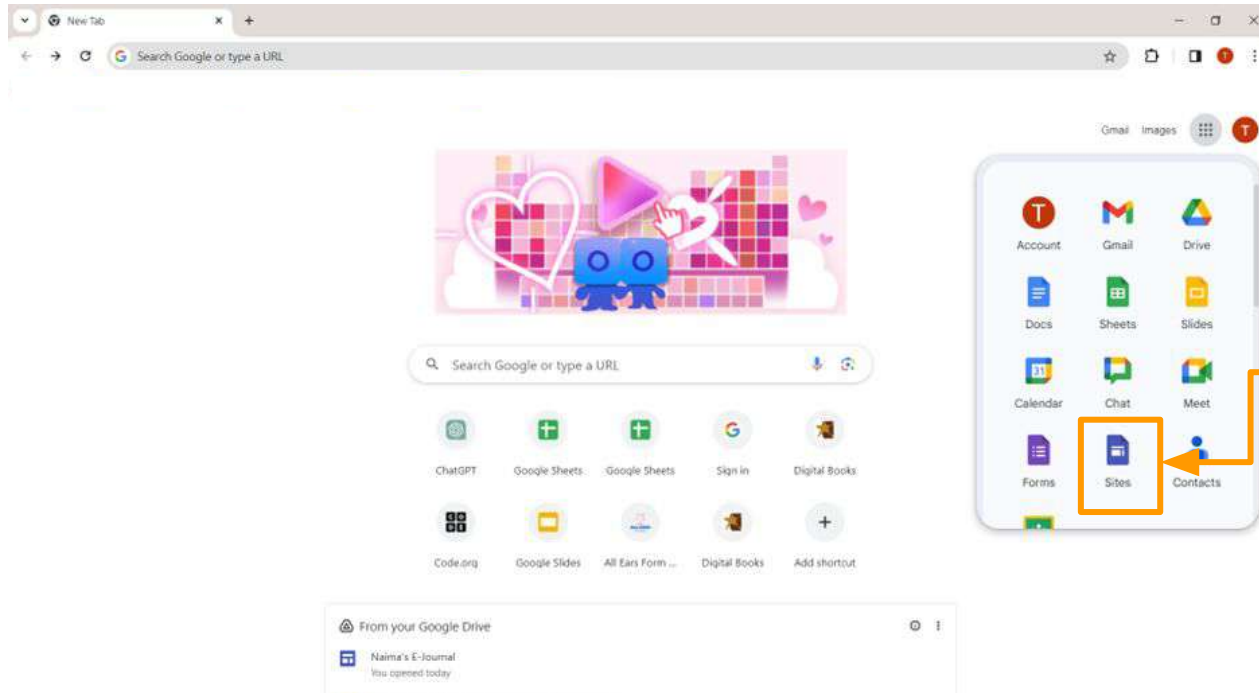
Step 6g:
Click 'Send'.

The screenshot shows the Google Docs sharing interface for a document titled "Joel's E-Journal". The document content is partially visible in the background, showing the text "E-", "I love to dance and sing. I also enjoy learning about local history!", and "What class are you from? What skills, talents, and knowledge do you have? What do you like learning about?". The sharing dialog box is open, displaying the following information:

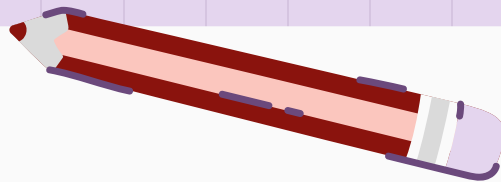
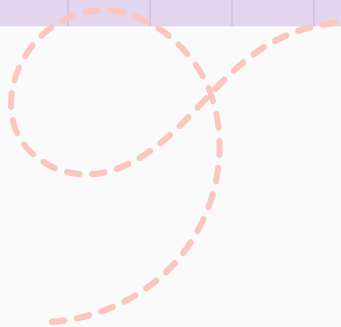
- Share "Joel's E-Journal"**
- Add people, groups, and calendar events** (input field)
- People with access:**
 - Jun Hao Joel Boon (you) - boon_jun_hao_joel@moe.edu.sg - Owner
 - Xiuling Teng - teng_xiuling@moe.edu.sg - Published Viewer
- General access:**
 - Draft Restricted - Only people with access can open with the link
 - Published site Restricted - Only people with access can open with the link
- Copy published site link** (button)
- Done** (button, highlighted with an orange box)

Step 6h:
Click 'Done'.

Back to Contents



To revisit your site,
Click on your
Google account
icon in a new
window and Click
on **Sites**.

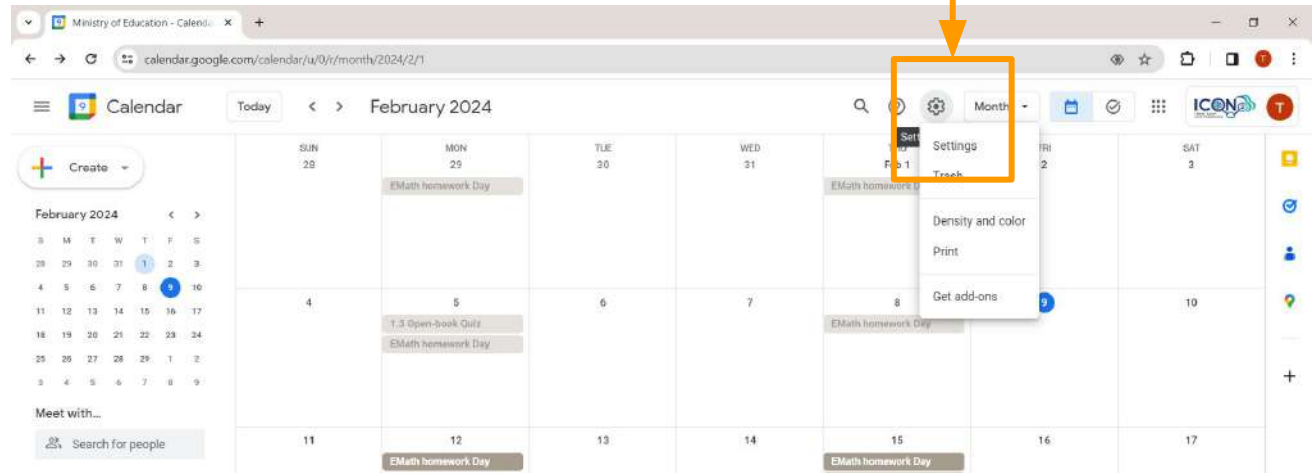
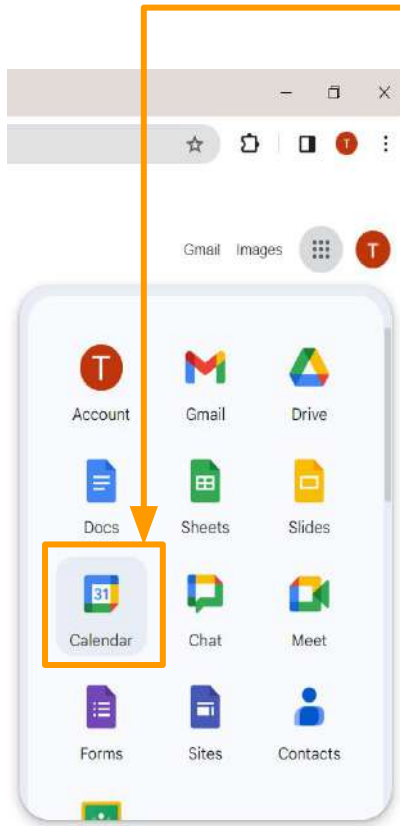


05 WEEKLY PLANNER 
(self-explore)

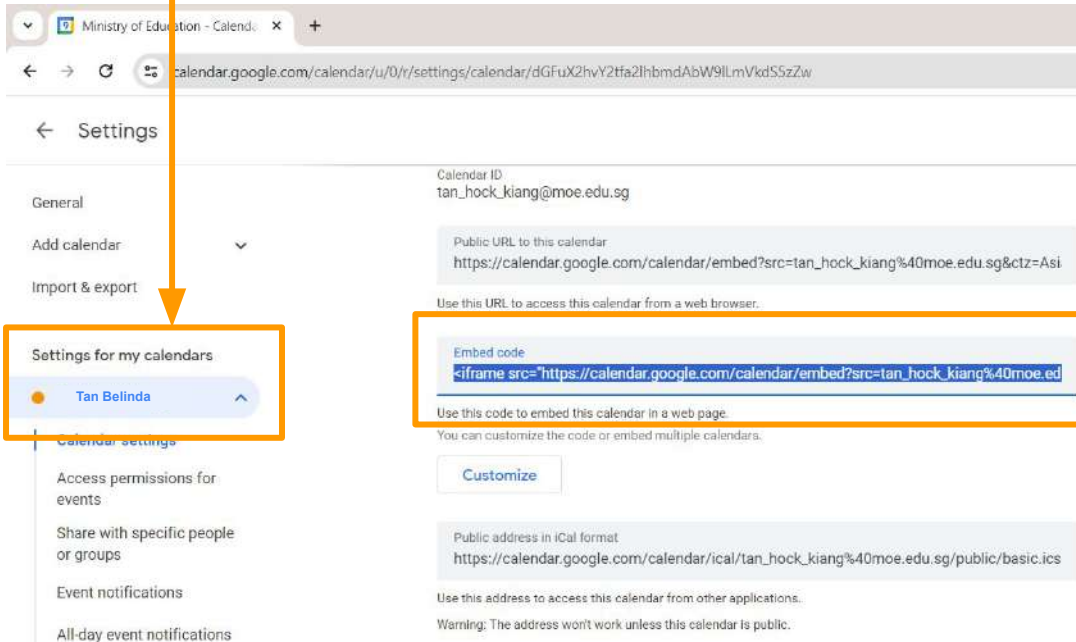


Step 7a:
Open a new tab in
Google Chrome &
select Calendar .

Step 7b:
Click on the icon
and select the
Settings.



Step 7c:
Under **settings for my calendar**, click on your name.



Step 7d:
Scroll down to Embed code, select and copy the code

The image shows a Google Sites editor interface. At the top, the browser address bar shows the URL: `sites.google.com/d/1tE2seJ4vIWemobmPMtwNj6gpIdtrLUml/p/1vDPAqYPdqbvqebkAQ47NqEJW6inRMG-W/edit`. The page title is "Naima's E-Journal". The main content area displays a weekly planner grid with time slots from 12 pm to 2 pm. The right side of the grid is color-coded with categories: FCE (pink), Art (red), Music (orange), CPA (yellow), and Play (blue). A sidebar on the right lists pages: Home, Homework Tracker, Note-taking, Study Skills, My Weekly Planner (highlighted with an orange box), and Reflections. At the bottom of the grid, there is a circular menu with an "Embed" button (highlighted with an orange box) and other icons. An orange arrow points from the "Embed" button in the sidebar to the "Embed" button in the grid menu. The text "Click to edit text" is visible at the bottom of the grid.

Step 7e:
Double click
on the
empty space
at the My
Weekly
Planner
page.

Step 7f :
Click 'Embed'.

Embed from the web

By URL **Embed code**

```
<iframe src="https://calendar.google.com/calendar/embed?gct=tan_hock_kiang@4@moe.edu.sg&ctz=Asia%2FSingapore" style="border: 0" width="800" height="600" frameborder="0" scrolling="no"></iframe>
```

Paste the HTML code from the site that you want to embed.

Cancel **Next**

Step 7g:
Select Embed code and Paste the copied code.

Click 'Next' and then, 'Insert'.

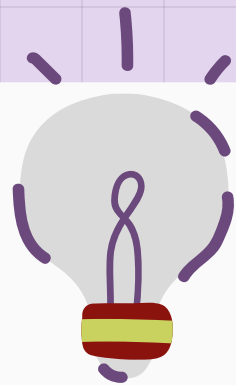
The screenshot shows a Google Sites editor interface for a page titled "Naima's E-Journal". The main content area features a calendar widget for February 2024. A yellow event is scheduled for February 8th, labeled "8pm Sec 3 OBS and". The calendar widget has a blue border and a bottom-right corner node highlighted with an orange box. An orange arrow points from the text "Step 7h: Drag the corner node to adjust the size of your calendar" to this node. The right sidebar shows a "Pages" menu with items like "Home", "Homework Tracker", "Note-taking", "Study Skills", "My Weekly Planner", and "Reflections". The top navigation bar includes "Publish" and "All changes saved in Drive". The bottom of the image shows a Windows taskbar with the time 6:12 am on 9/2/2024.

Step 7h:
Drag the corner
node to adjust the
size of your
calendar

“Self-regulation will always be a challenge, but if somebody’s going to take charge, it might as well be me.”

— Daniel Akst





Thank you!

