

NEO

by CYPHER LEARNING

How to create engaging online classes using NEO

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How to create engaging online classes using NEO

Introduction

NEO is a world-class, award-winning learning management system (LMS) for schools and universities. The platform is known for delivering a great user experience while incorporating all the essential tools schools need to support efficient teaching and learning.

NEO helps schools manage all classroom activities, such as creating and delivering educational content, assessing students, tracking student achievement, and promoting communication and collaboration between students and faculty.

NEO is a product of CYPHER LEARNING, a company that specializes in providing learning platforms for organizations around the world. CYPHER LEARNING provides a similar LMS for use by businesses, called MATRIX, and an LMS for use by entrepreneurs, called INDIE. CYPHER LEARNING products are used by over 20,000 organizations, have millions of users, and have won several awards.



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How NEO helps you create engaging online classes

Technology has transformed education, making it possible for teaching and learning to expand beyond the classroom walls. With the help of e-learning, teachers can create and deliver online courses using various digital tools and devices.

Teachers need an easy way to offer online content, to efficiently assess students, a centralized location to organize learning materials, as well as a variety of options to keep students motivated and engaged. A great tool that helps teachers accomplish all of that is a learning management system.

NEO is a learning platform for schools and universities that provides all the features educators need to create and deliver online classes. With an **intuitive design** and a built-in content authoring tool, teachers easily build engaging online classes, without any technical knowledge. Using **gamification**, teachers make learning more fun and interactive for students, while **automation** reduces their workloads and makes teaching more flexible. NEO makes it easy to embed your favorite multimedia files in class content, **personalize** learning materials, **assess** students, and keep track of their progress.

In this brochure, we will guide you through some of the most useful NEO features for creating online classes.



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NEO features that enhance your online classes

NEO helps teachers create unique content and easily share their knowledge. Here are some of the NEO features that will help you design outstanding online classes and enhance the learning experience:

Class styles suited for all teachers

Educators choose the class style that best suits their teaching methods, whether it's instructor-led, blended, self-paced, or micro learning. Each class type has useful features based on a particular teaching approach that will make online content creation a breeze:



Instructor-led classes

This type is useful for classes where a teacher's presence is important. Learning takes place in a traditional classroom environment, but the class material is created and delivered through NEO.



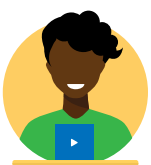
Self-paced classes

Self-paced classes enable students to go through lessons at their own pace, without having a set learning schedule. This is a great way for students to learn, even when they're not at school.



Blended classes

These are classes that use a blend of instructor-led and self-paced lessons. This is a good method for students to practice independent study while still having the teacher nearby.



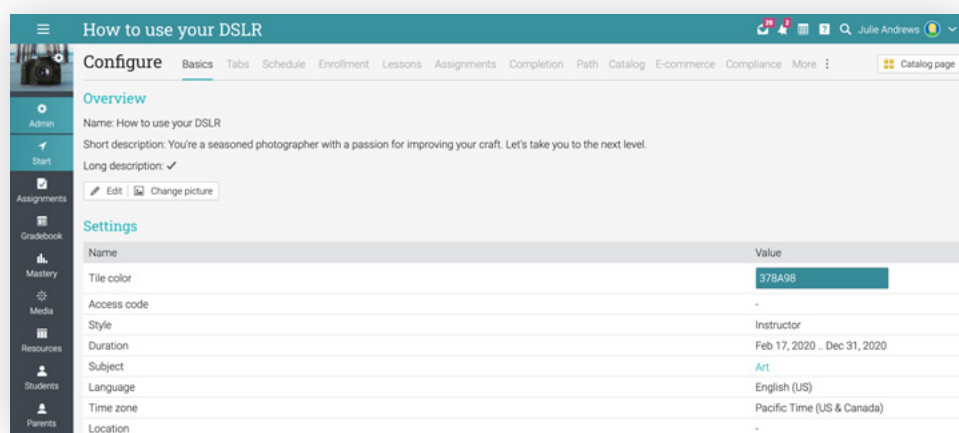
Micro learning

Micro classes are bite-sized classes that are designed to be consumed in small 5-10 minute chunks and allow students to focus on the content, by removing all distractions.

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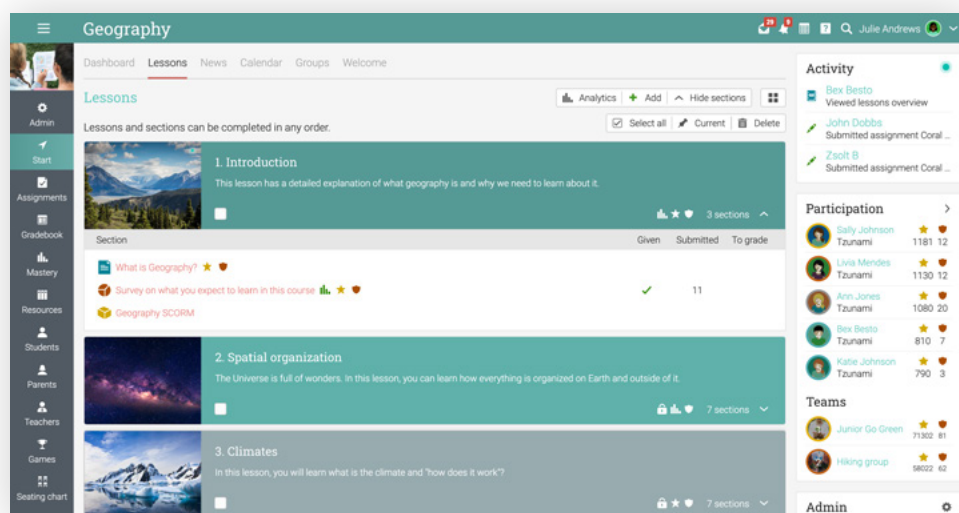
Configuring classes

NEO was designed to ensure a smooth class setup. You can easily add a new class, copy an existing one, or use a previously created class template. Also, you can **customize** many aspects of the class and enable/disable features based on your specific needs and your students' grade level.



Organizing content

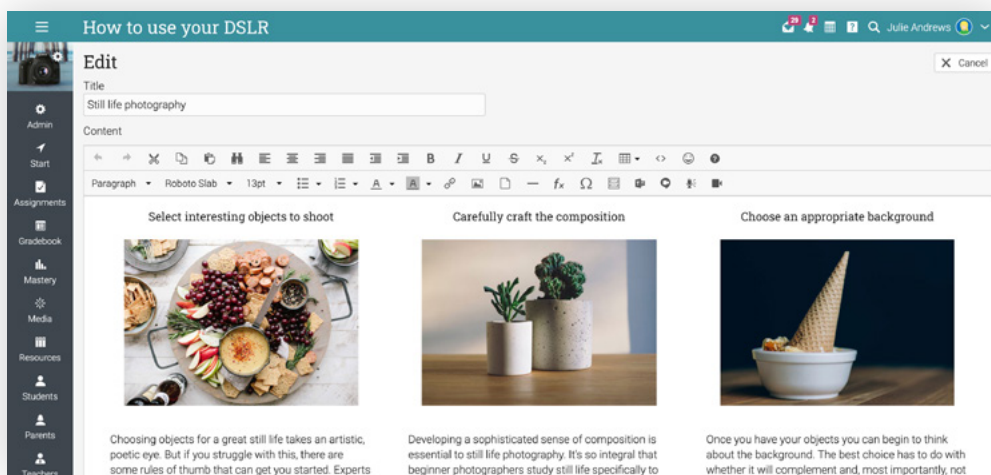
In NEO, lessons are the core content of any class. A lesson is made out of three section types: **Pages**, **Assignments**, and **SCORM content**. Ideally, a lesson should be easy to navigate and include a combination of text, images, audio, video, and other web media. Some of the sections can be assignments with completion thresholds, which means that students cannot complete the lesson until a specific threshold score is achieved.



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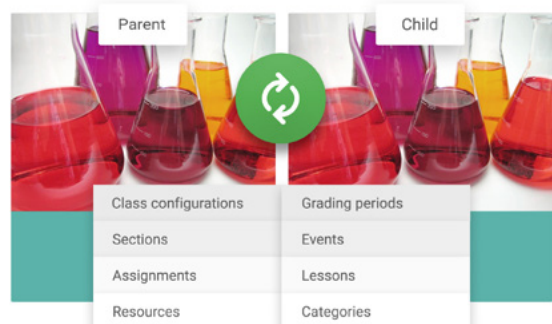
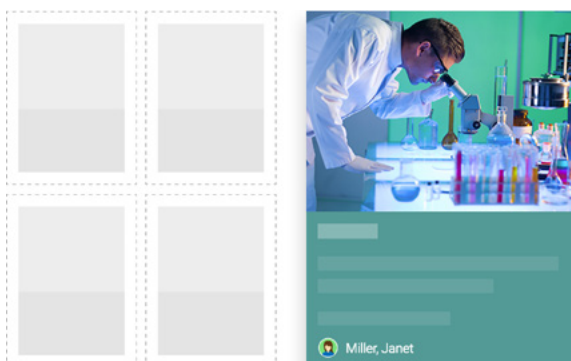
Content authoring

NEO has a **built-in content authoring tool** that makes it easy to create online classes without any technical knowledge. Using the editor, you can embed any kind of content and media including images, audio, video, Google Docs, Office documents, PDF, and more. You can also **record video or audio** directly from your browser and embed MS Teams and Google Meet meetings.



Templates and content sync

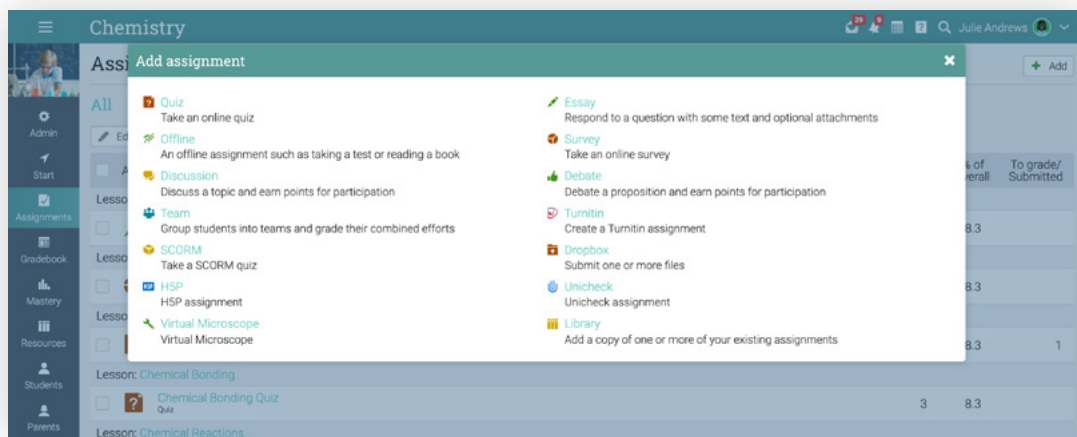
Using NEO, teachers save time by teaching multiple sections of a class, and use our **unique class sync feature** to push changes from a master copy of a class to other classes. Educators can also create classes based on **reusable templates**, which are stored in the resources library. Templates can be used as “cookie cutters” for future classes.



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Assessments

Quickly assess how well students understand the concepts that you teach in a class using various assignments and grading tools. In NEO, you can choose from **15 assignment types** such as quizzes, essays, debates, team, Dropbox, discussion, surveys, LTI, Google Assignments, and more. We also integrate with Turnitin and Unicheck for plagiarism detection.



Gradebook

Our powerful gradebook offers a **centralized view** of all grades. You can add results and make changes easily. It includes pop-up analytics, where you see your students' progress through the assignments and provides access to statistics that help you build a more customized learning experience for your students.

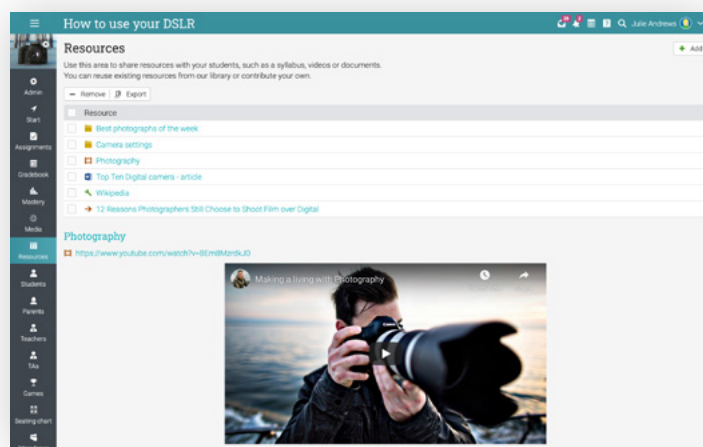
The screenshot shows the 'Gradebook' interface for a Geography class. It displays a table of student grades across various assignments. The table includes columns for assignments, due dates, and student performance metrics.

Students	Assignments				Where would you like to live?	Attendance	US States Capitals	Types of clouds	Layers of Earth	Smallest countries in the	Weather quiz	Planets test	Roots and sub roots	
	Due	Apr 21	Apr 23	Apr 28	Participation	Homework	Homework	Homework	Homework	Test	Test	Test	Test	
Aaron, Billy	1	2	101%	A+	100	1	-	100	83	100	6	88	83	
Bennett, Tudor	1	2	4	3	53%	D+	89	1	80	40	0	70	78	
Besto, Bex	3	2	1	2	58%	C-	9	0	90	100	0	80	100	
Damian, Steve	1	1	1	1	82%	B+	0	1	98	98	86	5	99	
Diss, Travis	2	2	3	1	61%	C	100	2	0	67	0	66	93	0
Frey, Peter	3	1	4	2	51%	D+	0	-	0	100	0	66	5	58

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Resources

Each class has a dedicated area to **store, manage, and share resources** such as images, videos, Google docs and PDF files. You can even add links to a web resource or use items from a library to offer students extra help and support. We automatically embed resources and display them in the appropriate format.





Automation

Keep students motivated and engaged by personalizing content through **automation**. You can automate time-consuming tasks and make learning more flexible. Use automation to trigger actions that happen under certain conditions, such as when students enroll in your class, complete the class, finish a lesson, submit an assignment, and more. For example, when a student completes a class, you can award them with a **certificate of completion**.

Completion actions

Add actions here that should be performed when the lesson is completed.

Action	Added	Edit	Remove
 Award badge Captain Planet for game Participation	Aug 9, 2016		
 Award certificate Best Geography Student	Aug 9, 2016		
 Add to group Nature Explorers	Sep 9, 2020		

 Add

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Gamification

Make learning fun and competitive with **gamification** by creating games where students earn **points** and **badges** for completing tasks, such as finishing a lesson or submitting an assignment. You get to define levels for games and how many points are required to pass each level.

To encourage students to participate in games, teachers can create **team games** by adding groups to the class games. We provide a built-in library of beautiful badges and the option to upload custom badge images or create your own using the badge builder.

The screenshot shows the NEO platform interface for a 'Geography' game titled 'Participation'. The interface includes a sidebar with navigation options like Admin, Start, Assignments, Gradebook, Mastery, Resources, Students, Parents, Teachers, Games, Seating chart, Forums, Chat, and Wiki. The main content area is divided into several sections:

- Participation**: A section with 'Edit' and 'Delete' buttons.
- Levels**: A table listing levels with their respective points and edit/remove options.
- Drizzle level actions**: A table listing actions performed when this level is achieved.
- Rain level actions**: A table listing actions performed when this level is achieved.
- Leaderboard**: A list of students with their names, avatars, and scores.
- Teams**: A list of teams with their names, avatars, and scores.

Levels	Points	Edit	Remove
Drizzle	200	✎	—
Rain	300	✎	—
Storm	400	✎	—
Tornado	500	✎	—
Tsunami	800	✎	—

Action	Added	Edit	Remove
Send the 'achieve level' canned message	Jul 14, 2018	✎	—
Award badge <i>Climate Guru</i> for game Participation	Oct 19, 2018	✎	—

Action	Added	Edit	Remove
Send the 'achieve level' canned message	Jul 14, 2018	✎	—
Add to group <i>Hiking group</i>	Nov 13, 2018	✎	—

Leaderboard	Points
Sally Johnson Tsunami	1181 12
Livia Mendes Tsunami	1130 12
Ann Jones Tsunami	1080 20
Bex Besto Tsunami	810 7
Katie Johnson Tsunami	790 3
Travis Diss Tsunami	765 5
Tanner Willis Tsunami	685 15
Adrian Lim Tsunami	670 5
Steve Damian Tsunami	660 8
Alan Kwan Tsunami	640 5

Teams	Points
Junior Go Green	71302 81
Hiking group	58222 62



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Mastery

Using **competency-based learning**, teachers easily track how well students are mastering the concepts taught in a class. Teachers create their own competencies directly in NEO, upload competencies, or use some of our pre-built curriculums such as the **U.S. Common Core** and **Next Generation Science** standards. You can tag class content and assessments with the competencies they are teaching and assessing, then track student progress and quickly identify problem areas.

In NEO, you can add actions that are performed when students reach a certain competency level. For example, if a student stays between a 30 - 40% competency level for more than 10 days, you can set up a rule to get an alert when this happens and send the student recommendations on how to improve in that area.

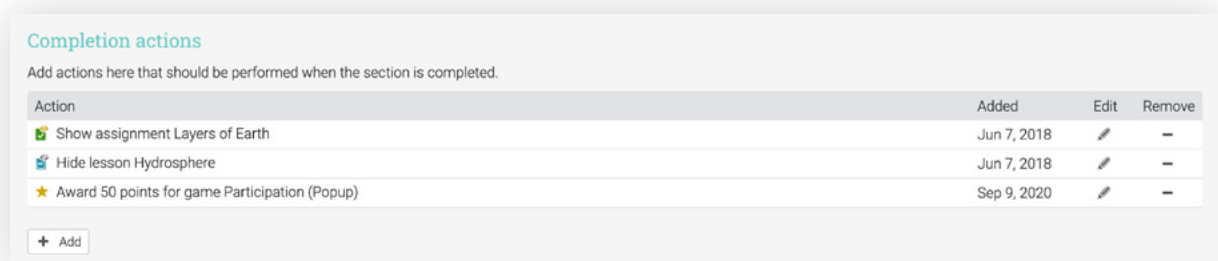
Competencies		Introduction to Digital...	Knowing your camera	Understand basic camera...	Develop a foundation of...	Making a photoshoot	How to choose your subject	Composition basics	Understand basic...	Understanding of patterns, line...	Understanding of focal length...	Light an...
Code	1	1.1	1.2	1.3	2	2.2	3	3.1	3.2	3.3	4	
Student	Average	60%	56%	67%	58%	53%	53%	61%	56%	56%	66%	61%
Balla, Arnold	27%	7%	7%	1%	13%	12%	12%	10%	8%	23%	0%	20%
Blyne, Damian	50%	55%	31%	67%	66%	57%	57%	44%	22%	28%	82%	50%
Murray, Danielle	62%	22%	3%	53%	10%	8%	8%	61%	27%	74%	80%	78%
Glass, Graham	75%	93%	94%	93%	94%	56%	56%	64%	15%	82%	97%	67%
Hopper, James	56%	38%	19%	68%	28%	23%	23%	47%	50%	40%	52%	72%
Powell, Jamie	70%	53%	80%	13%	67%	82%	82%	70%	70%	80%	60%	81%
Roberts, Jen	29%	12%	8%	27%	0%	0%	0%	93%		93%	93%	27%
Sanders, Ken	54%	62%	20%	88%	78%	72%	72%	59%	25%	66%	87%	35%
Poppins, Martin	59%	41%	24%	68%	30%	99%	99%	65%	29%	84%	84%	35%
Staton, Natalie	80%	66%	22%	98%	79%	25%	25%	93%	90%	94%	95%	83%
Doboaca, Olivia	59%	87%	87%	89%	86%	81%	81%	51%	82%	2%	70%	68%
Jackson, Phil	21%	33%	8%	66%	25%	2%	2%	17%	1%	2%	49%	4%
Pacha, Rodrigo	41%	49%	65%	81%	0%	59%	59%	28%	84%	0%	0%	76%
Smith, Ryan	100%	100%	100%	100%	100%			100%	100%			10%
Johnsen, Sally	98%	99%	100%	98%	98%	100%	100%	97%	100%	98%	93%	10%

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Adaptive learning

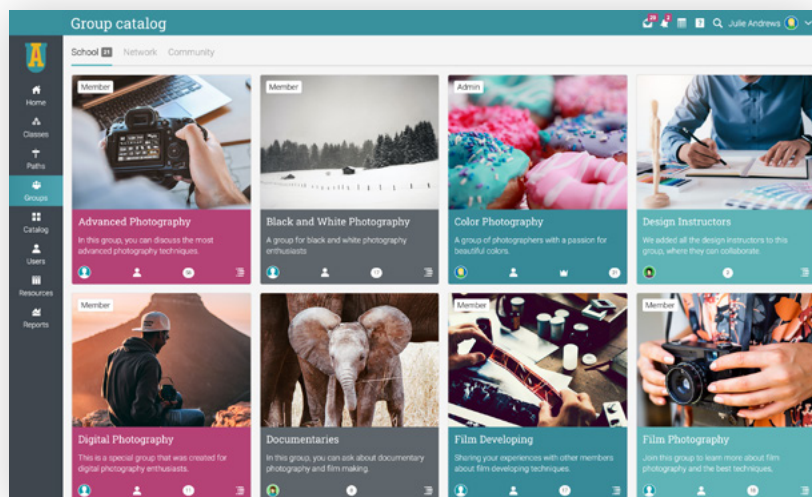
Adaptive learning helps teachers deliver highly personalized learning experiences to their students. **Dynamically personalize** what content and assignments students see in classes and learning paths based on their progress and define rules that, when triggered, show or hide specific classes, content sections, or assignments.

For example, if a student gets below 50% on an assignment, you can lock the next lesson and only make it available when they manage to pass.



Collaboration tools

Enhancing collaboration is easy using tools such as **groups, forums, blogs, chats, and wikis**. These communication features are great for facilitating communication and interaction between students and teachers. Educators can use them to assign team projects, study groups, live Q&A sessions, and more.



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Class dashboard

The class dashboard consists of **widgets** displaying the most important class information, such as relevant statistics on grades, students, and assignments. Widgets are completely **customizable** using drag and drop and teachers can choose which widgets to display. Widgets can be integrated with **ad-hoc reports**.



Students overview

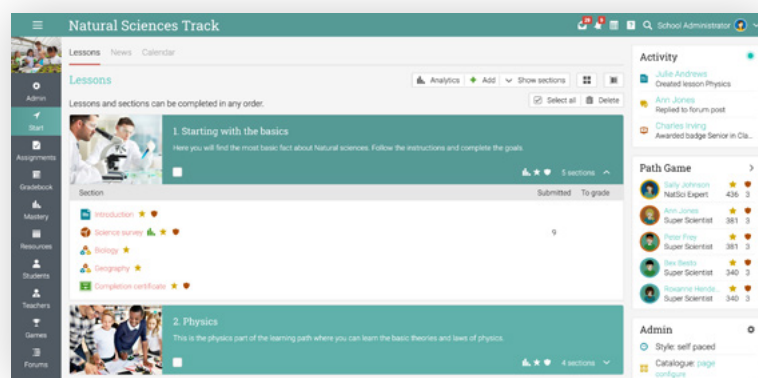
We know how important it is for teachers to have all the essential information about their students easily accessible. In the **Students overview** area of the class, teachers get a detailed view of all the students enrolled in a class, as well as their grades, scores, mastery levels, progress through the class, activity timeline, awards, and more.

Name	Progress	Scores	Grade	Due	Awards	Notes	Portfolio	Mastery	Enrolled
Arnold Balla	100%	C-	57%	5	9	-	-	-	Apr 1, 2019 347 days ago
Damian Blyne	100%	C-	56%	4	12	-	-	-	Nov 4, 2016 520 days ago
Danielle Murray	100%	C+	69%	2	11	1	-	-	Mar 15, 2016 135 days ago
Graham Glass	100%	B+	83%	4	12	-	-	-	Feb 23, 2016 280 days ago
James Hopper	100%	F	36%	6	7	-	-	-	Jan 14, 2019 139 days ago
Jamie Powell	100%	B	76%	2	5	-	-	-	Feb 18, 2016 314 days ago
Jen Roberts	100%	D	43%	16	42	-	1	-	Mar 3, 2020 84 days ago
Ken Sanders	100%	B	76%	1	6	-	-	-	Jan 25, 2016 1460 days ago
Natalie Staton	100%	B+	83%	5	7	-	-	-	Mar 15, 2016 63 days ago

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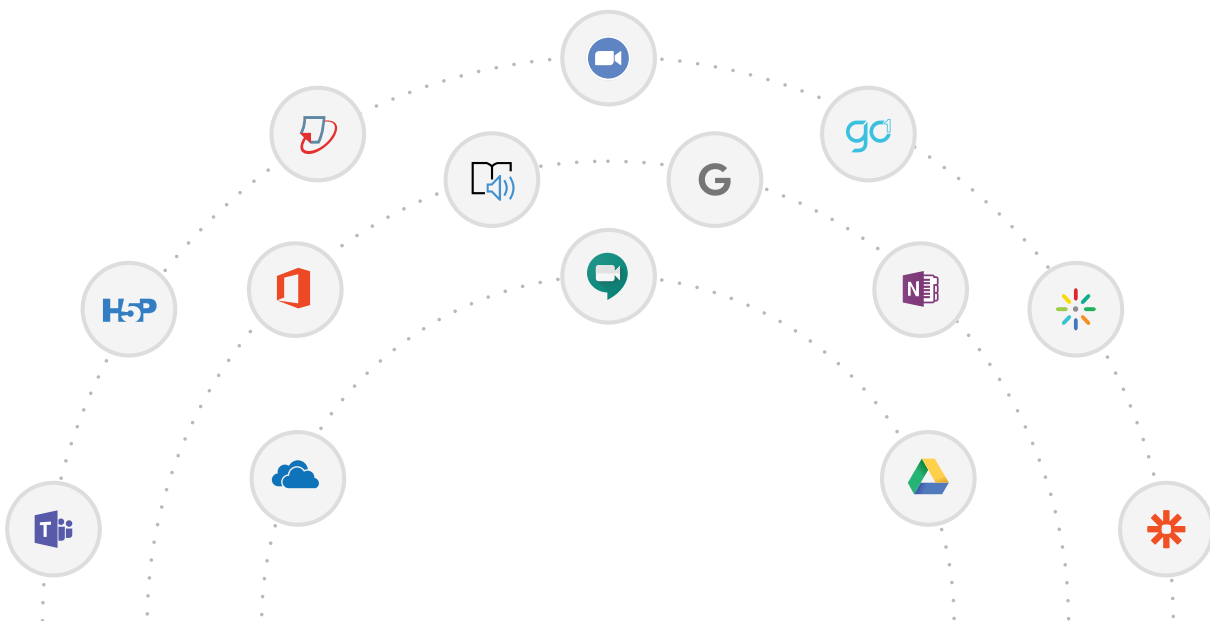
Learning paths

Learning paths are a special kind of class, where you have **goals** as sections. These goals represent a certificate or another class. Combine class goals and certificate goals with other kinds of sections such as content pages and assignments to create more dynamic flows. For example, you could start a path with a video, then ask the student to complete a class, then follow up with a quiz that tests their knowledge.



Third-party apps and tools

NEO integrates with the **most popular and useful systems for education** so that teachers can use all their favorite tools in one centralized location. NEO integrates with apps such as Google Drive, Google Workspace, Office 365, OneDrive, MS Teams, Google Meet, Kaltura, Go1, Zapier, H5P, Zoom, Turnitin, xAPI, LTI, MS Immersive Reader, OneNote, and more.



Summary

Teachers love using NEO because it provides all the tools they need to create engaging classes, assess students, and offers a great learning experience to their students. For more details, please contact us at info@cypherlearning.com or visit our website.

www.neolms.com

