Microsoft

A QUICK GUIDE TO
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SEARCH PROGRESS

WHAT IS SEARCH PROGRESS?

Search Progress is available through **Assignments in Microsoft Teams** for Education. This Learning Accelerator helps students practice effective searching and critical thinking skills through research projects.

"Search Progress" allows teachers to assign "Search Coach" to students. The Progress version allows students to "collect" sources they find during their research of an assigned topic. This collection is turned-in as an assignment and shared with the teacher for review/grading.

SETTING AN ASSIGNMENT

Set a Search Coach assignment in teams as usual.

Click the **Learning Accelerators** option along the bottom and select **Search Progress**.

Educators can specify how many sources pupils should select.

Select the number of sources to collect, the justification prompt that students will complete for each source, and an overall reflection question.

You may want to ask:
- Why they saved a source
- The significance of the source
- The most important information from the source
- Any other key factor educators deem important to the goals of the research project
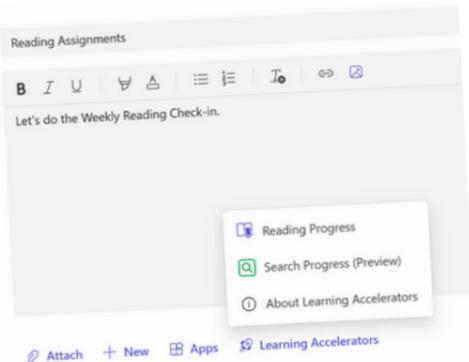
REFERENCE LIST

Search Progress can be saved and attached to assignments with other documents, such as essays or presentations to give a bibliography. Including this can also increase the visibility into the process behind the product.
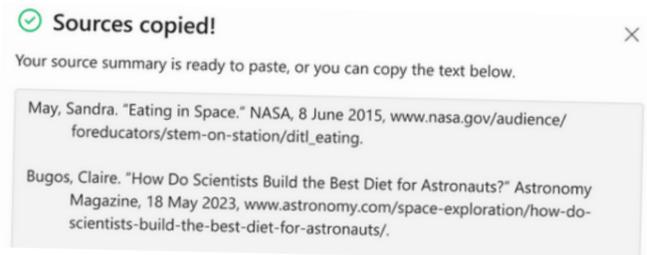
EXTERNAL SOURCES

Lateral reading can help students find valuable sources beyond their search results.

Students can add in sources they found out with of Search Coach and explain how they found it and why they this the source is useful.

INSIGHTS

Educators can review each learner's assignment summary page which includes:
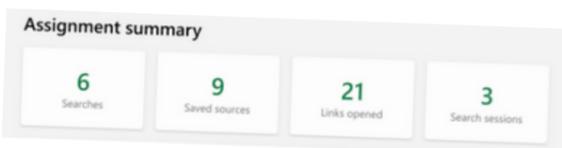
- How many searches learners conducted
- How many sources learners saved
- How many links learners opened
- Filters learners used
- See which search terms led to each saved result

PUPIL REFLECTION

Learners use an **augmented version of Search Coach** to search for, collect, and annotate a desired number of sources.

Like "showing your work" in a math question, Search Progress requires learners to show their research process and the critical thinking behind their source selections.

Learners explain their selections and **reflect on their research process,** educators gain insight into learners' thinking.