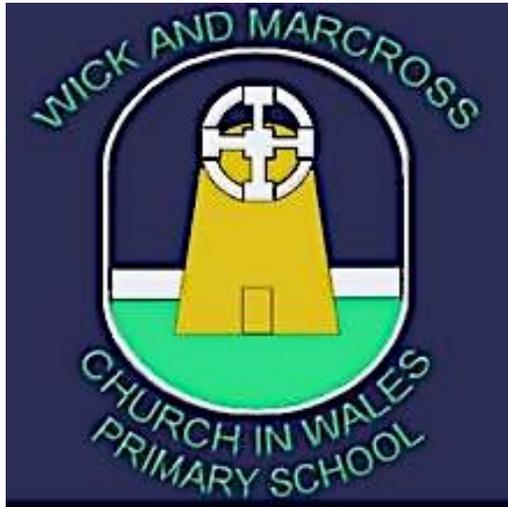


Wick and Marcross Church in Wales Primary School



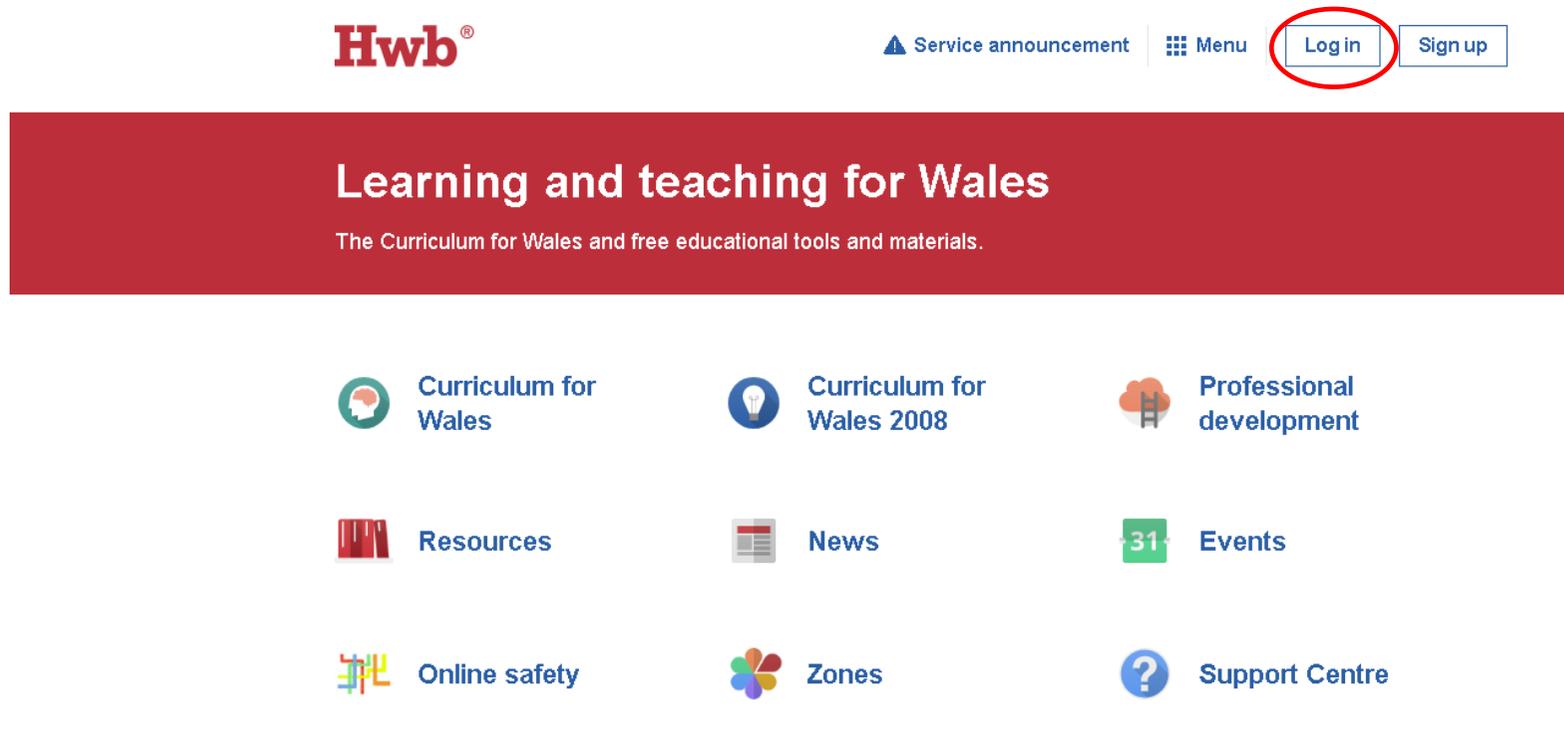
j2e User Guide

HWB is a website and collection of online tools provided to all schools in Wales by the Welsh Government. It is used as a platform to direct and support learning for all pupils in Wales. You will have already received your child's HWB login details. Pupils will have been using HWB in school to access resources and various online tools. Pupils may also use their HWB accounts to access materials to support their learning at home.

Logging into HWB

To access HWB, you can either go to the web address <https://hwb.gov.wales> or search 'HWB' in your preferred online search engine e.g Google.

Click on the login button.



The screenshot shows the top navigation bar of the HWB website. On the left is the HWB logo. To its right are three items: a service announcement icon, a menu icon, and a 'Log in' button which is circled in red. Further right is a 'Sign up' button. Below the navigation bar is a large red banner with the text 'Learning and teaching for Wales' and 'The Curriculum for Wales and free educational tools and materials.' Below the banner is a grid of nine navigation items, each with an icon and a text label.

 Curriculum for Wales	 Curriculum for Wales 2008	 Professional development
 Resources	 News	 Events
 Online safety	 Zones	 Support Centre

Step 1

Hwb[®]

Sign in

username@hwbcymru.net

[Can't access your account?](#)

[Sign-in options](#)

[Back](#) [Next](#)

Rhaid mewngofnodi gan ddefnyddio 'enwdefnyddiwr@hwbcymru.net' | You must login using 'username@hwbcymru.net'

Use your login details to sign into your account.

Enter Username

Your username will be your surname, first initial and a number followed by @hwbcymru.net.

NB: Your username is **not** case sensitive.

e.g. jonesk3213@hwbcymru.net

Step 2

Enter password

.....

[Forgotten my password](#)

[Sign in](#)

Rhaid mewngofnodi gan ddefnyddio 'enwdefnyddiwr@hwbcymru.net' | You must login using 'username@hwbcymru.net'

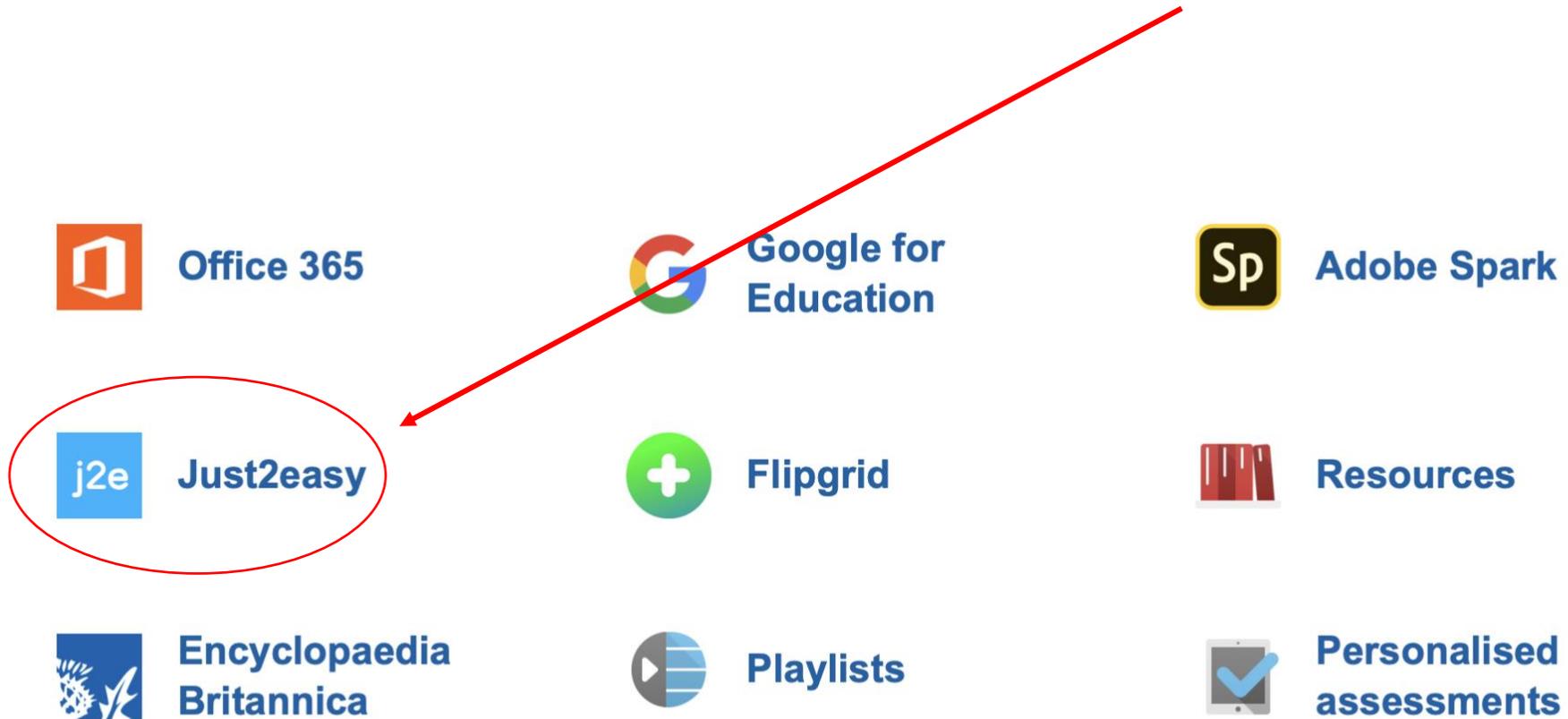
Enter Password.

Your password will be a word followed by a 4 digit number. NB: **passwords are case sensitive** and will include a capital letter.

e.g. Road1234

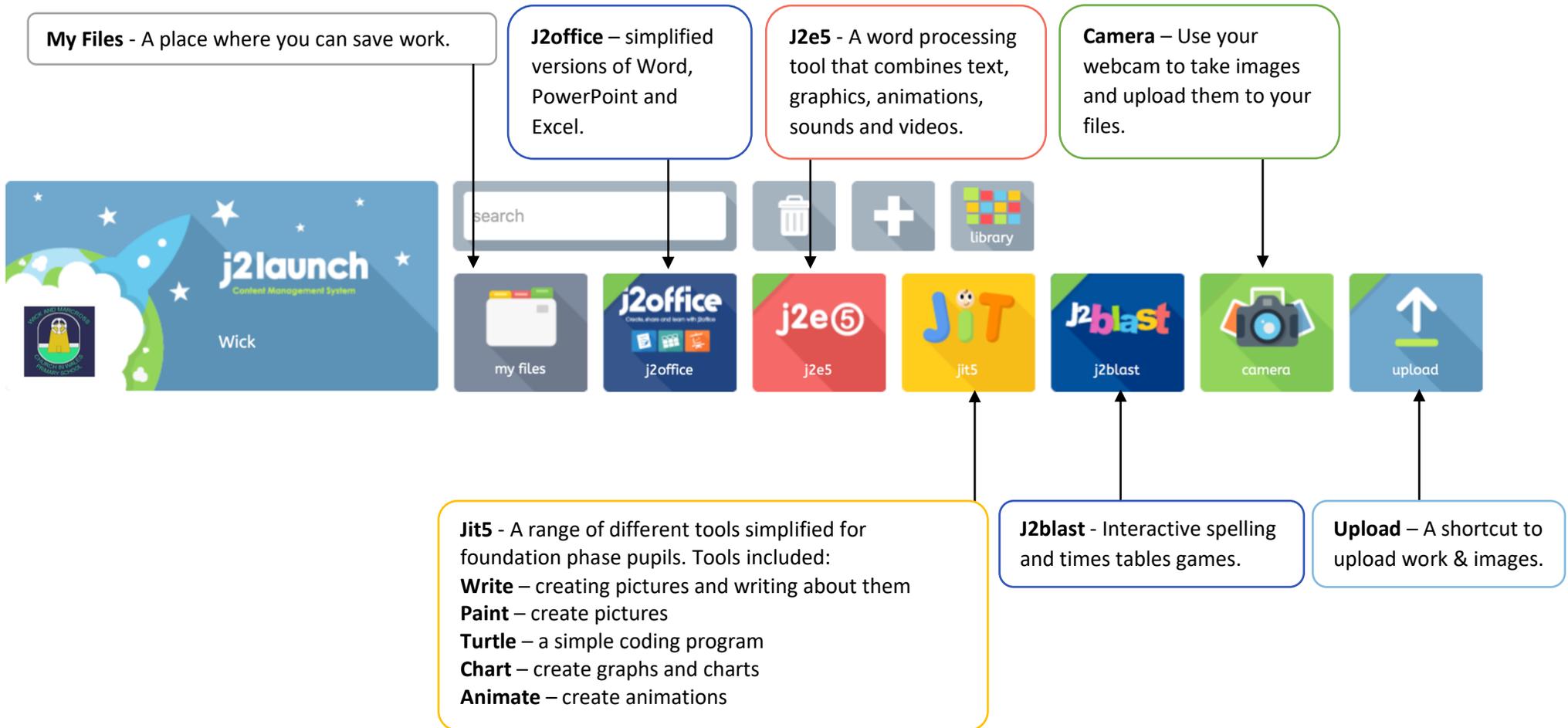
Accessing j2e – Just2easy

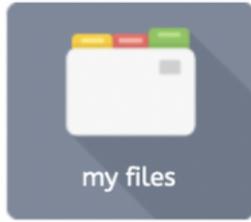
Once you have logged in successfully, you will be presented with a range of different tools to choose from. Click on the j2e icon to enter the j2e suite.



J2e – Just 2 Easy

J2launch is the homepage for Just2easy, where you will find a series of tiles linking to the various J2e applications and online tools. Click on any one of the tiles to open the application. This guide will take you through the different steps for saving pupils work and using specific applications within j2e.





My Files – This is a filing system for you to save or upload any work created. Any work created using an application within the j2e suite will be saved in ‘my files’. Once you have completed the work, just click the ‘save’ button. The save button will look a little different in each application, however, will always resemble a floppy disc.

Pupils have been given directed tasks linked to a topic or theme on the learning placemats. Any work you have completed from the placemats can be uploaded and saved in ‘my files’. Some activities on the placemats will direct you to a specific tool to use within j2e, these are highlighted in red, however, any activity on the placemat can be uploaded.



2 - Work uploaded or saved will show here in this box.

If you wish to delete a file or photograph from your files, simply drag and drop it into the bin and it will be deleted.

1 - Drag and drop files or images from your computer here. Anything you drop in this box will be saved. See the next page to see how this looks.

my files 

1

no files found

my files

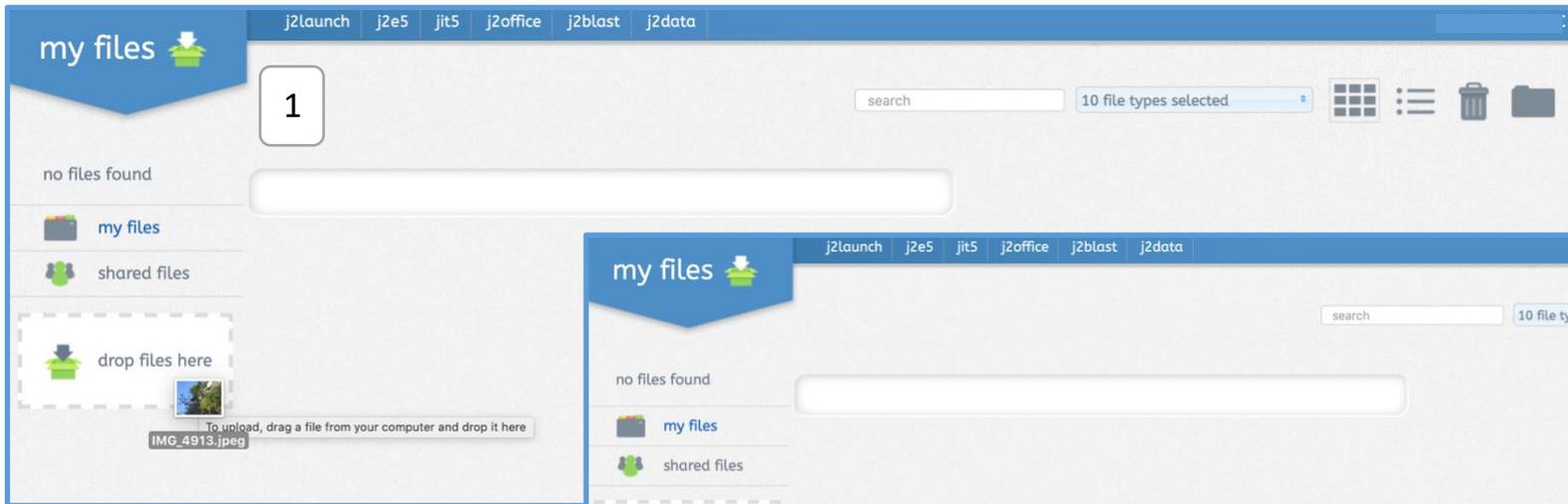
shared files

drop files here

To upload, drag a file from your computer and drop it here

IMG_4913.jpeg

search 10 file types selected



my files 

no files found

my files

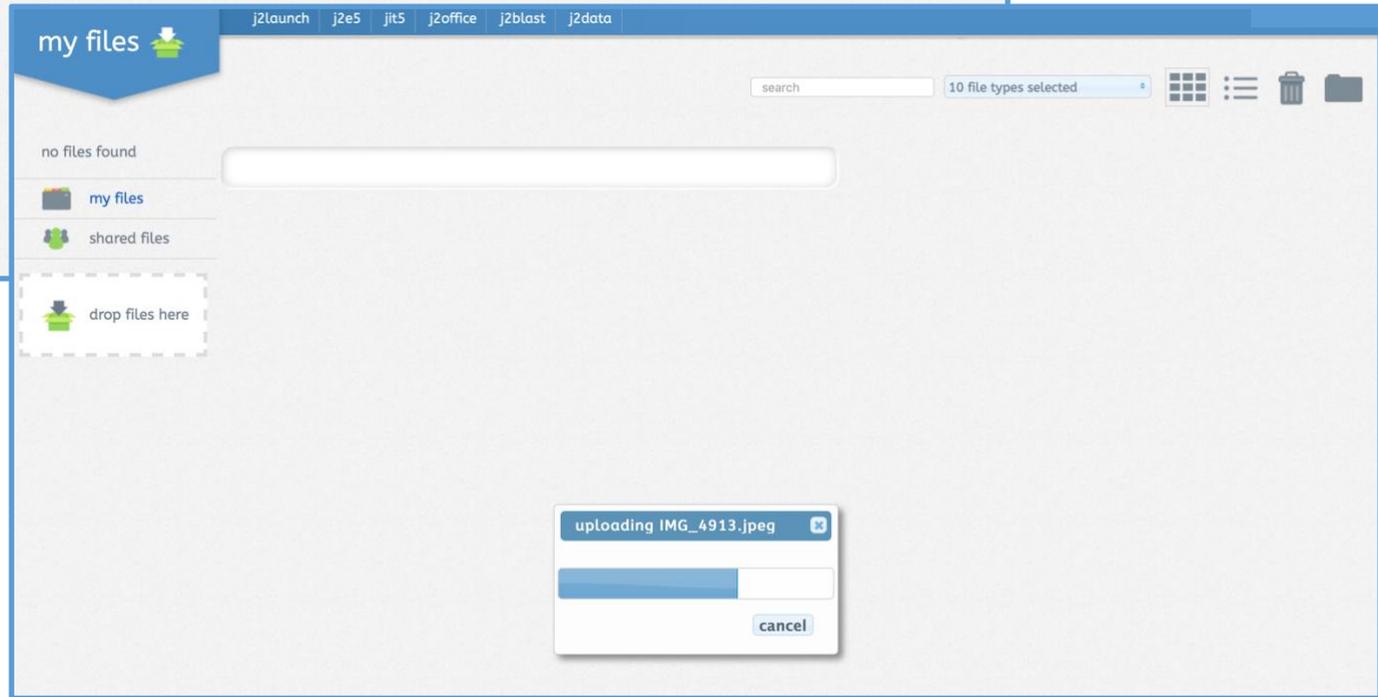
shared files

drop files here

uploading IMG_4913.jpeg

cancel

search 10 file types selected



1 to 1 of 1

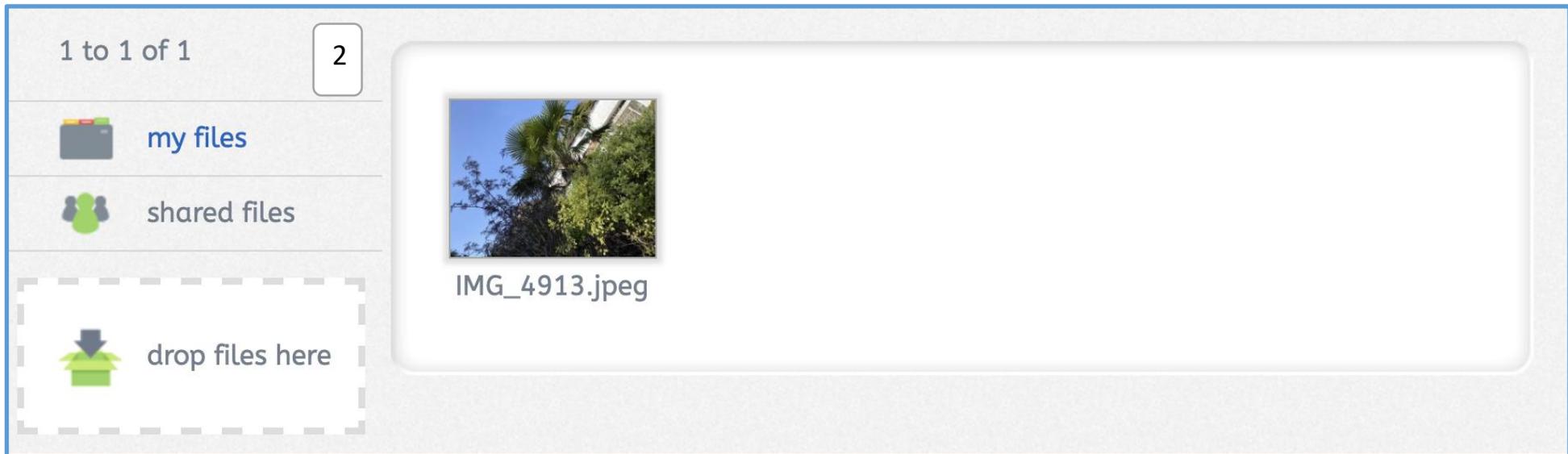
2

my files

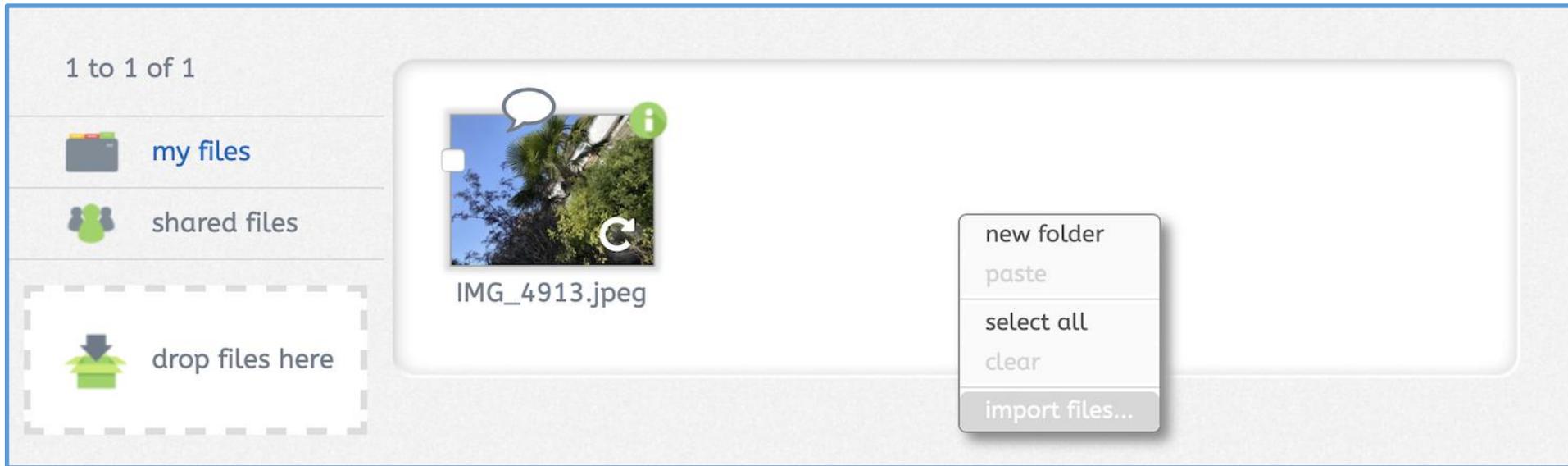
shared files

drop files here

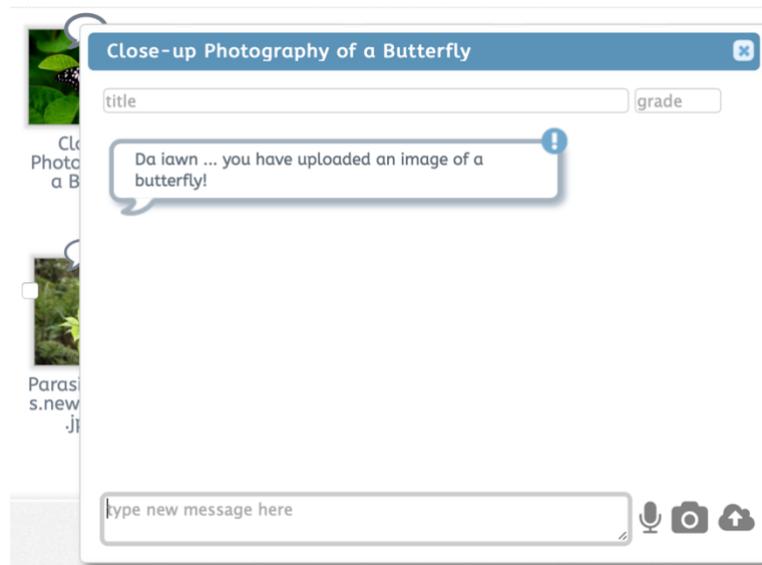
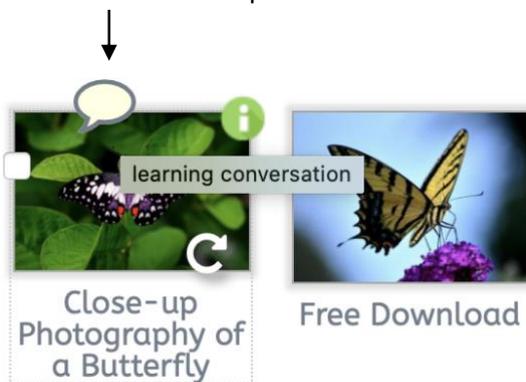
IMG_4913.jpeg



Alternatively, instead of dragging and dropping from your computer, you can 'right click' on your mouse or trackpad and choose 'import files'. This way you can search your computer for a file/ image you wish to upload.



Learning Conversations – you will notice that if you hover your cursor over a particular file, a small speech bubble will appear. This is where a teacher will make comments and provide feedback to the work submitted.



You can respond to this feedback in 4 different ways:

- type in the box at the bottom of the learning conversation.
-  choose this icon to respond by recording your voice.
-  choose this icon to respond by uploading an image.
-  choose this item to respond by adding a file from your computer.

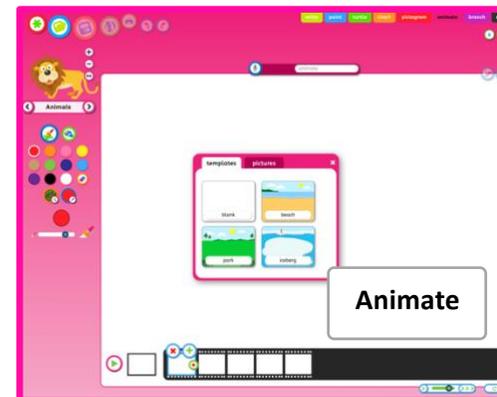
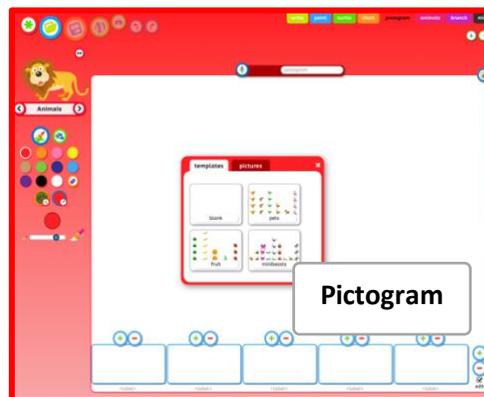
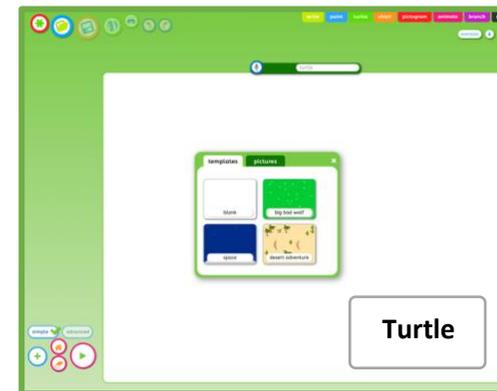
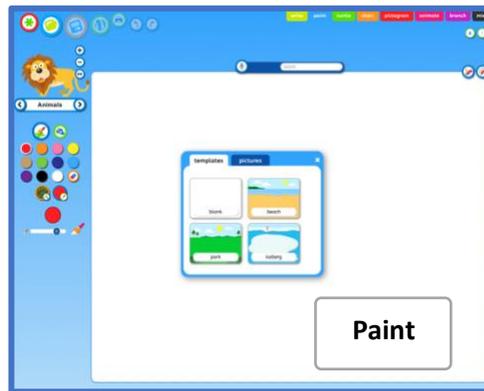
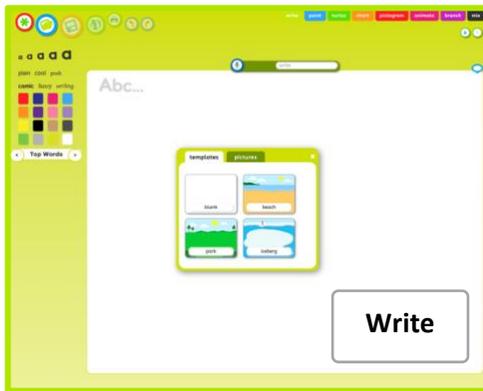
1

When you've been sent a comment or some feedback, the speech bubble will appear in red. This will change to grey, once you have read the feedback.



Jit5 - is designed for the youngest learners, providing 8 integrated tools that work across platforms. Learners can write, paint, code (turtle), create charts and pictograms, branching databases and animations and then mix them all together into a personal **mix**. Learners can also record audio to accompany their work.

Some of the placemat activities guide you to use one of these applications (these are written in red) however, you might like to use one of these applications to create another of the activities.

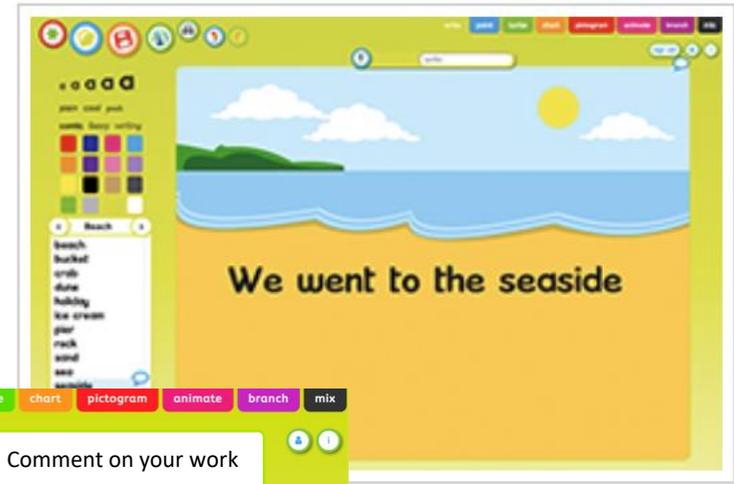


Write.

A simple to use writing tool, ideal for stories. A choice of word banks are available to help support this age group. Children will enjoy experimenting with presentation and style. Coloured backgrounds can be chosen to aid learning.

The screenshot shows the Write. application interface with several callout boxes pointing to specific features:

- Save Button**: Points to the floppy disk icon in the top toolbar.
- Print your work**: Points to the printer icon in the top toolbar.
- Choose the size of your writing**: Points to the font size selection icons (A, AA, AAA) in the top toolbar.
- Choose the style of your writing**: Points to the font style selection (plain, cool, posh, comic, fancy, writing) in the top toolbar.
- Choose the colour of your writing**: Points to the color selection palette in the top toolbar.
- Choose from a range of key words to help you**: Points to the 'Top Words' button in the top toolbar.
- Type your text here**: Points to the main writing area containing the text 'Abc...'
- Choose your background**: Points to the 'pictures' panel showing background options like 'blank', 'beach', 'park', and 'iceberg'.
- Comment on your work**: Points to the 'write' button in the bottom toolbar.



Paint.

Paint is an easy to use creative tool. Children can paint freely with different sizes and colours. Shapes and stamps are easily selected, as well as colourful template backgrounds, and pictures from a picture bank.



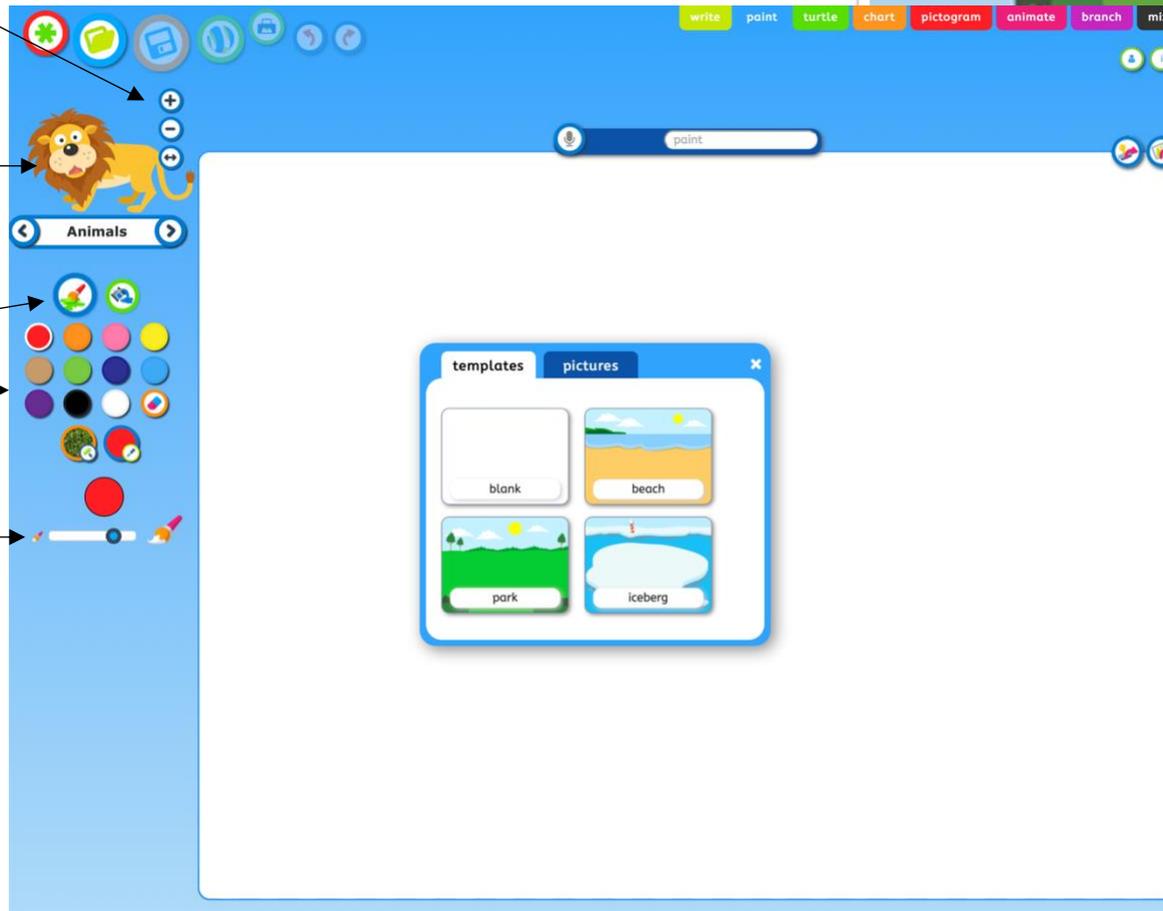
+ to make your sticker larger
- To make your sticker smaller
<-> to make your sticker wider

Add stickers to your piece.
Choose what type of stickers you want by clicking on the arrows

Paint brush or flood fill

Choose your colour or pattern

Choose the size of your brush



Turtle.

Turtle teaches children the initial concepts of direction and simple programming. Children can design their own 'turtle' and plan a route for it to follow. Fantastic nursery rhyme and adventure templates are included.



Your algorithm will appear here



Add another character 'sprite'

Play your sequence

Click on arrows to guide your character and create your algorithm

Chart.

Chart gives the simplest introduction to line, block, pie, and bar charts. Simply mix one or more chart type together on the page. You will see the charts update instantly as the numbers in the table are changed.



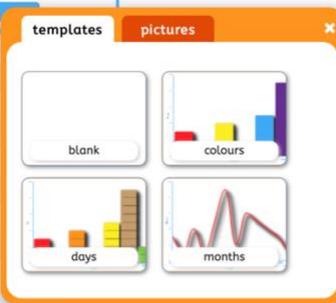
Choose which type of chart you want to display your information



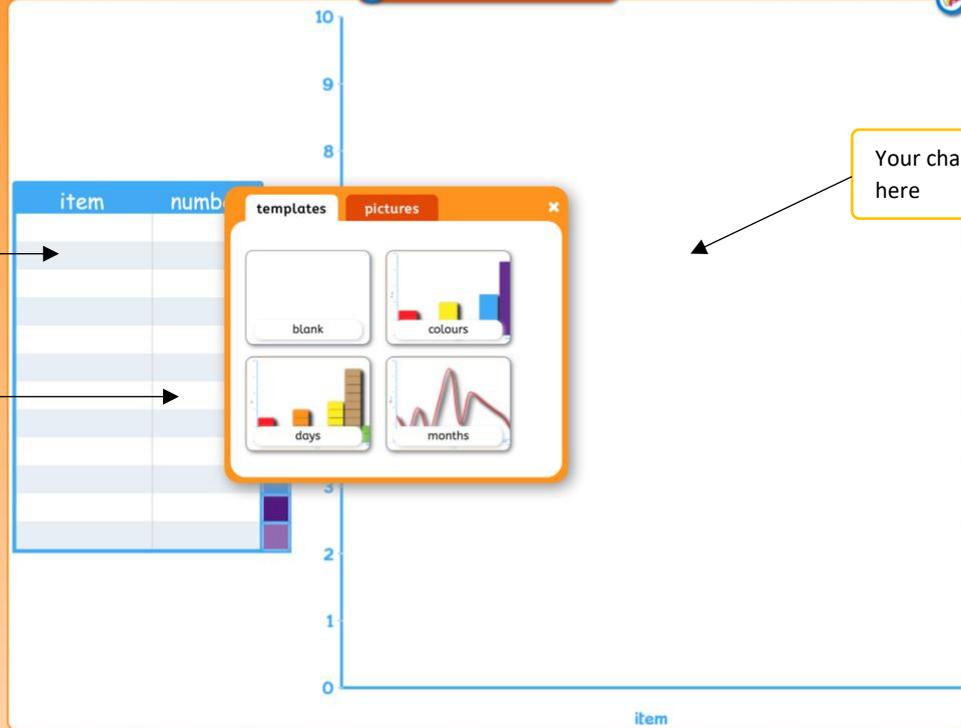
Type your item

item	numb

Type the amount



Your chart will be displayed here

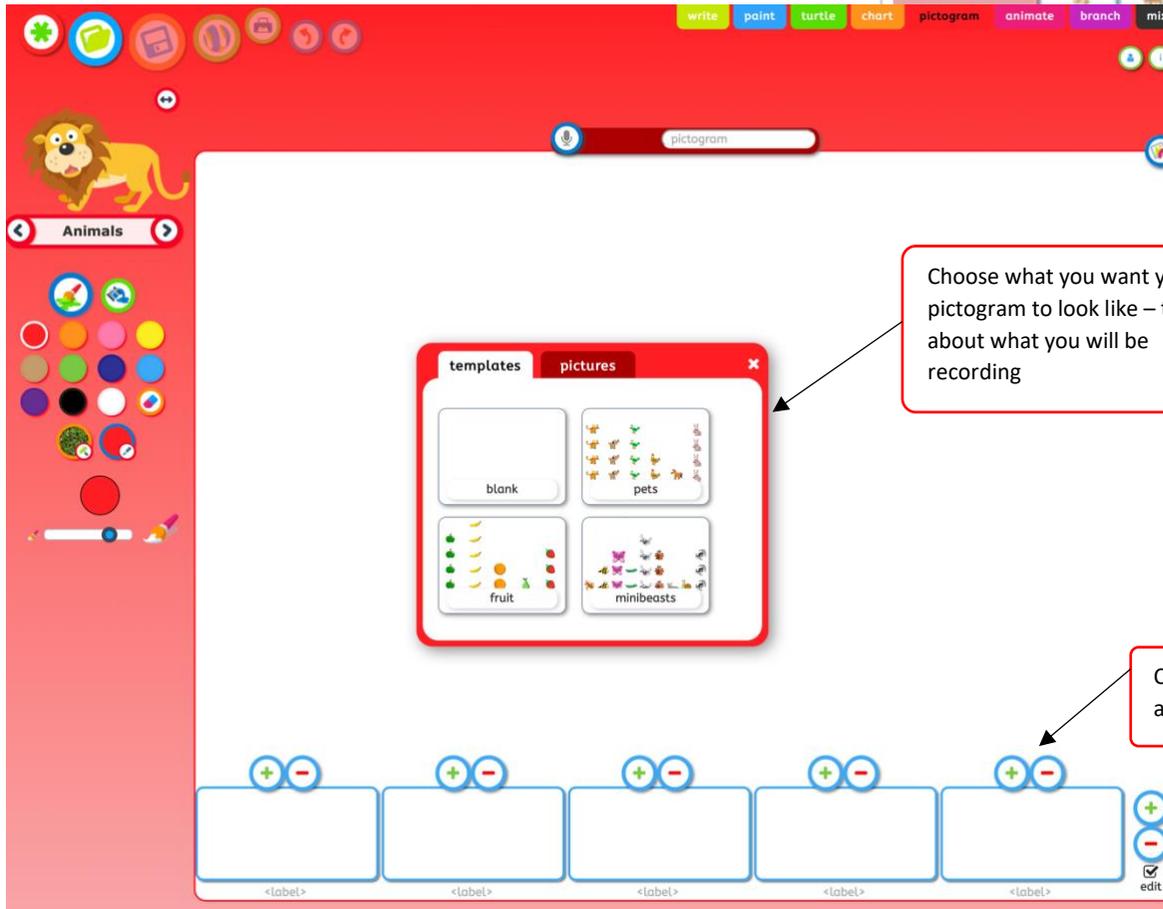


Pictogram.

A fun introduction to data handling. Pick from a range of topics such as colours, pets or favourite fruits then click the buttons to add or take away the relevant pictures. Draw your own pictures or select from the picture bank.



Your pictogram will look like this



Choose what you want your pictogram to look like – think about what you will be recording

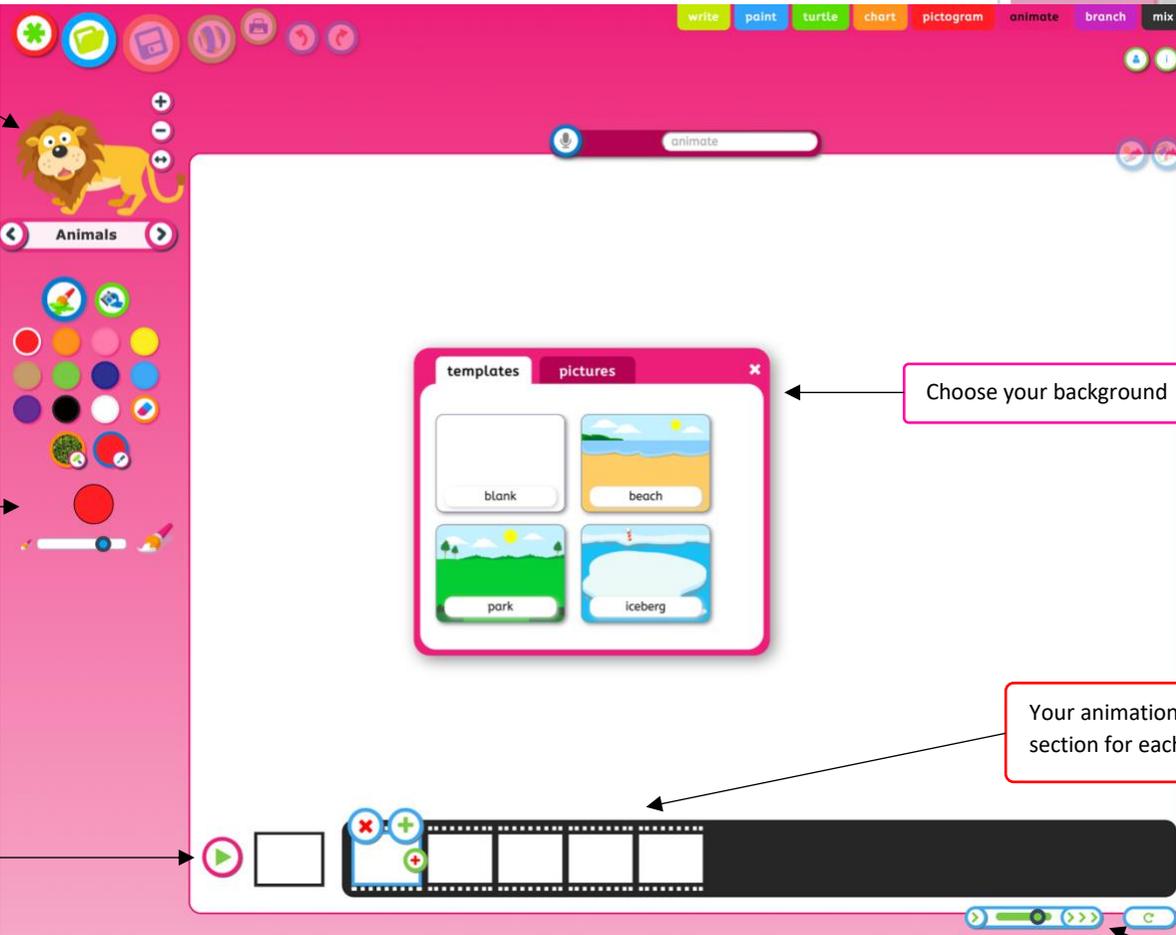
Choose to add or take away amounts here

Animate.

Animate is a tool for creating simple but exciting animations. It is a natural progression for children to draw a picture in paint, then use animate to make part of it move. Make snowflakes fall, crabs scuttle, and cars race.



Choose your characters



Draw or write on your animation

Choose your background

Your animation reels. Choose a new section for each frame.

Play your animation

Speed gauge - Choose the speed in which your animation plays



j2e5 – This programme allows learners to easily create online content on ‘digital paper’. Text, images and videos can be added and work shared online.

