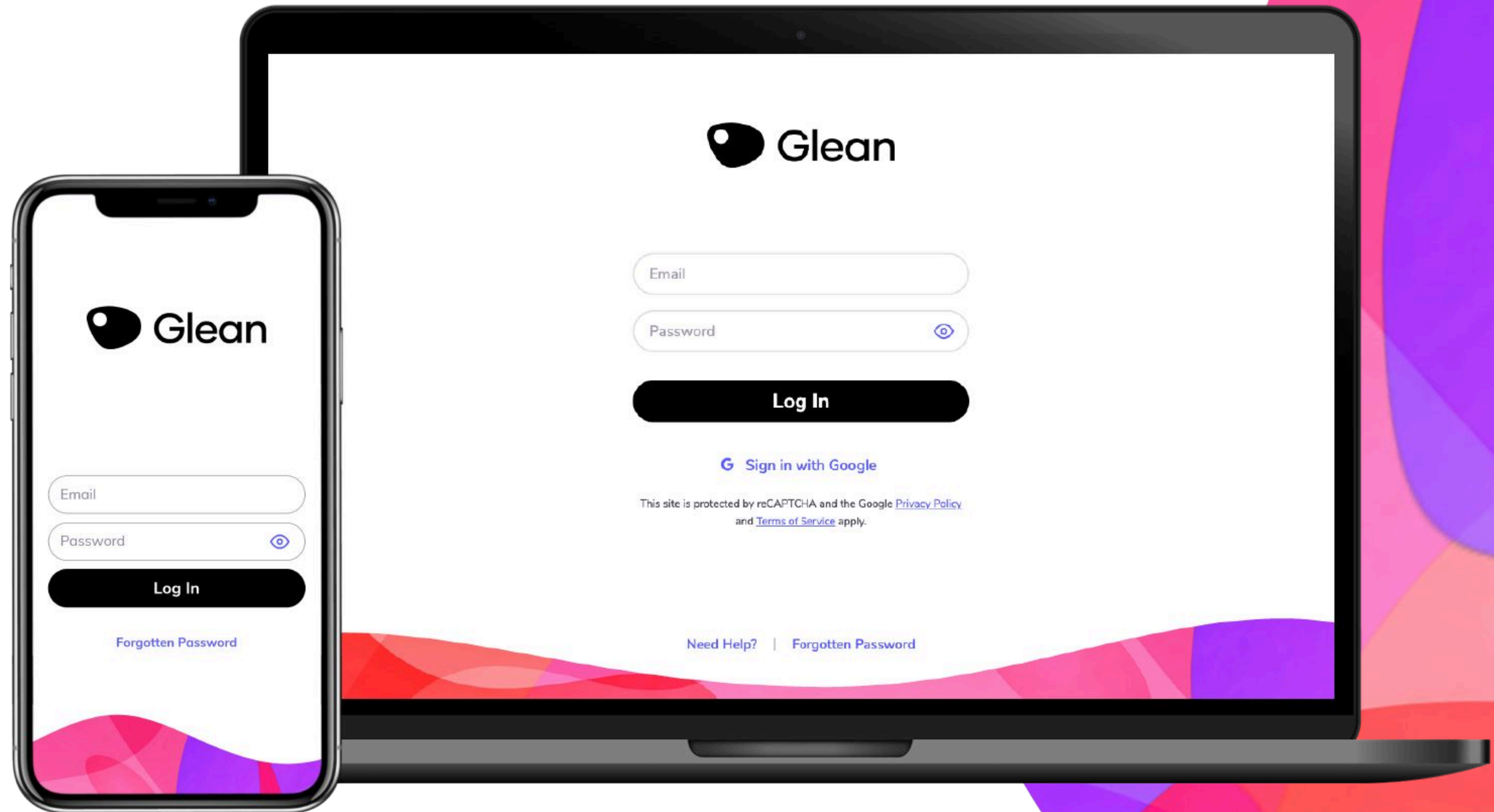




Designed to make
great note taking
come easily

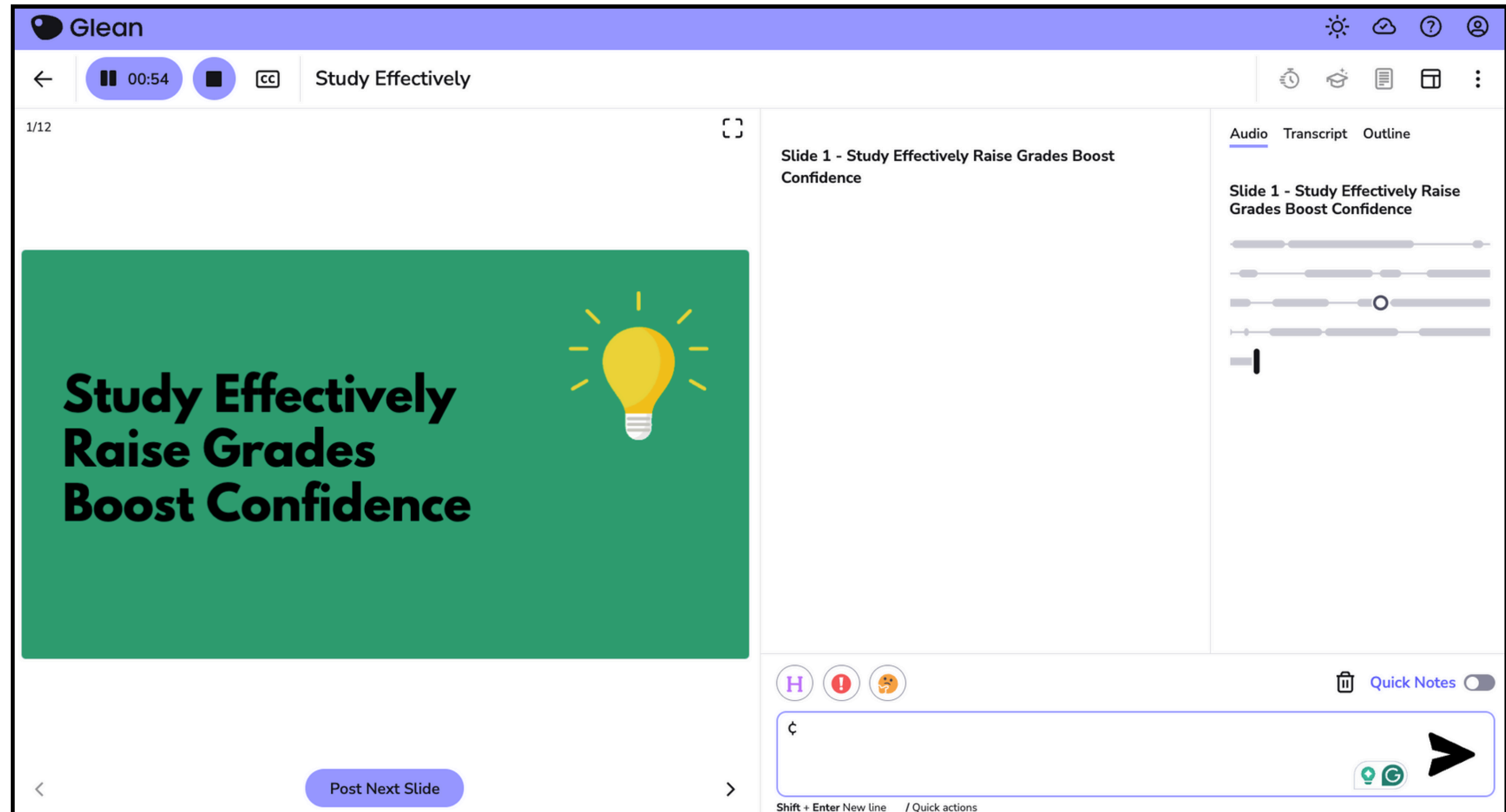
Glean works everywhere, online or offline

- Glean is compatible with **Windows, Mac, Chromebook, Android** and **iOS** devices.
- Glean works **online** or **offline**, so you can use the key features, even when you don't have an internet connection!



Capture audio and presentation slides

- Record every word from **lectures**, **webinars**, **meetings**, and **interviews**, whether you're attending in-person or remotely.
- Import **PowerPoint slides** or **PDFs** directly into your events, before, during, or after recording.



Tag key moments with ease

- Type **text notes**, and add **time stamped labels** with a single click or keyboard button press.
- Insert **headings**, **create tasks** with due dates, and **post slides** directly into your notes feed.

The screenshot displays the Glean application interface. At the top, the app name 'Glean' is visible in a purple header bar. Below the header, there's a navigation bar with a back arrow, a play/pause button showing '01:12', a square icon, a CC icon, and the text 'Study Effectively'. The main content area shows a presentation slide titled 'Ebbinghaus Forgetting Curve'. The slide features a line graph with 'Retention' on the y-axis (0% to 100%) and 'Elapsed time since learning' on the x-axis (Immediately, 20 mins, 1 hour, 9 hours, 1 day, 2 days, 6 days, 31 days). The graph shows a blue curve that starts at 100% retention at 'Immediately' and decreases as time progresses. To the right of the slide, there's a sidebar with 'Slide 1 - Study Effectively Raise Grades Boost Confidence' and 'Slide 2 - Ebbinghaus Forgetting Curve'. Below the slides, there are controls for 'More to notes?', 'Add note', and 'Research Forgetting Curve'. At the bottom of the slide, there's a 'Post Next Slide' button. The bottom of the app interface has a 'Quick Notes' toggle and a text input field with 'Add text' placeholder.

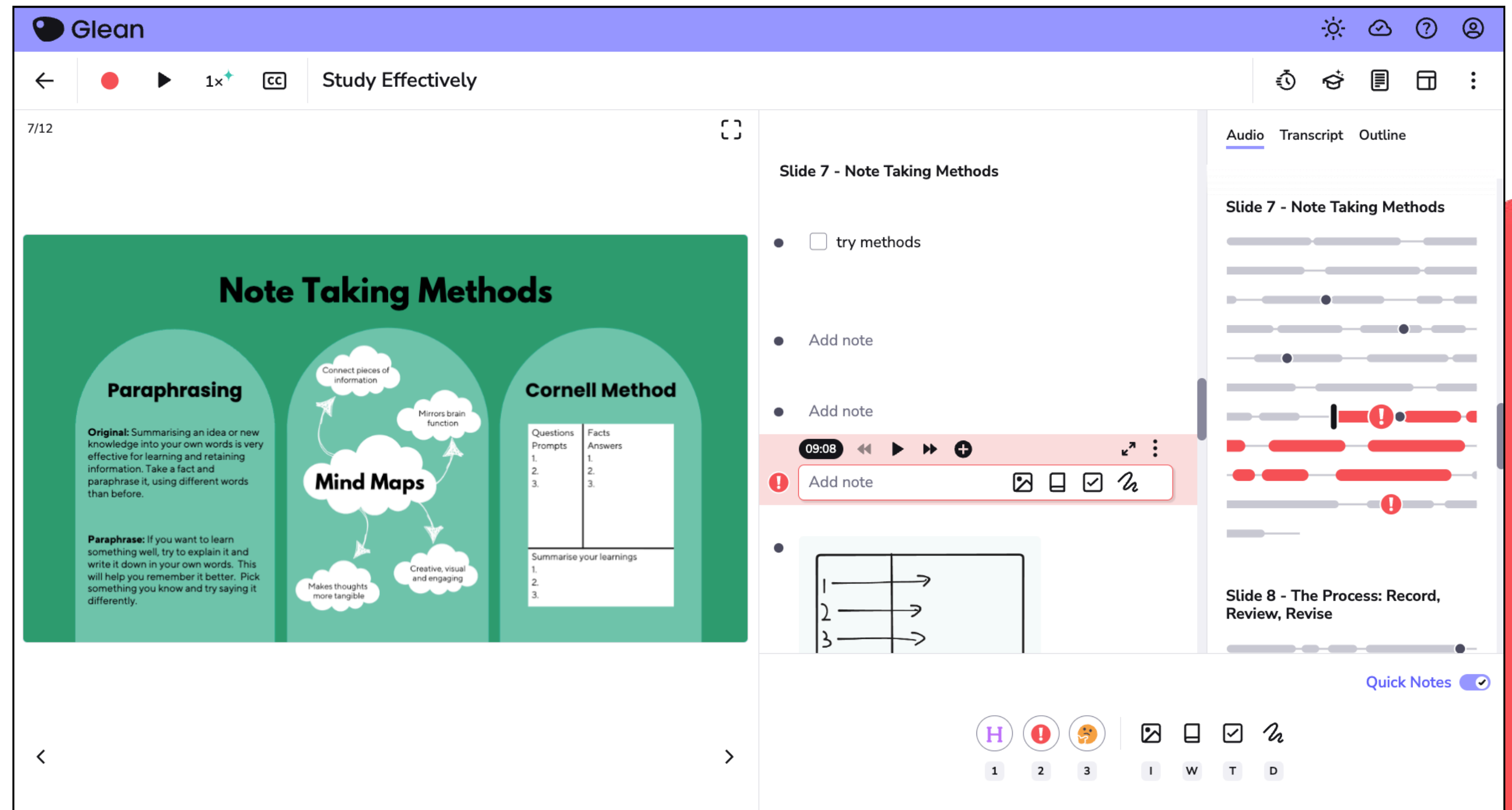
Add Handwritten Notes with Scribble

- Handwrite your notes to **capture formulas, diagrams, equations, sketches** and more via desktop and mobile.
- Use **pens, highlighters, shapes, colours and more** to create rich visual notes that communicate more than just text



Simplify your view with Quick Notes

- Turn on Quick Notes to **simplify Glean**, so that you can create your notes using **only a keyboard**.
- Our Quick Notes **keyboard shortcuts** make Glean **more accessible** for those with mobility issues or those who struggle with concentration.



The screenshot displays the Glean application interface. The main content area shows a video player with a slide titled "Note Taking Methods". The slide is divided into three sections: "Paraphrasing", "Mind Maps", and "Cornell Method".

Paraphrasing
Original: Summarising an idea or new knowledge into your own words is very effective for learning and retaining information. Take a fact and paraphrase it, using different words than before.
Paraphrase: If you want to learn something well, try to explain it and write it down in your own words. This will help you remember it better. Pick something you know and try saying it differently.

Mind Maps
Connect pieces of information
Mirrors brain function
Creative, visual and engaging
Makes thoughts more tangible

Cornell Method
Questions Prompts
1. 2. 3.
Facts Answers
1. 2. 3.
Summarise your learnings
1. 2. 3.

The interface also shows a sidebar with a list of notes, a video player with a progress bar, and a bottom navigation bar with icons for Home, Search, and other functions. The "Quick Notes" feature is enabled, as indicated by the toggle switch in the bottom right corner.

Transcribe recorded audio into text

- **Transcribe** audio into text, and listen back with **highlighting**.
- **Post snippets** to your notes feed, and perform **keyword searches** to find what you need quickly.

The screenshot displays the Glean application interface. At the top, the Glean logo and navigation icons are visible. The main content area shows a presentation slide titled "The Impact of Active Studying" with a progress indicator at 42%. The slide features five icons representing different study methods: Quizzes, Summarisation, Self Explanation, Active Teaching, and Mind Maps. Below the icons, a text box states: "Through active studying, you could score up to 10% higher on your exams!". To the right of the slide, a transcription panel is open, showing the text of the audio recording. The transcription includes the following text: "Interacting with the material in a more active way helps you to consolidate your knowledge and ensures that you retain as much information as possible. Other strategies could be as simple as covering up your notes and explaining what you've learned out loud to yourself. Active learning doesn't have to be too difficult but it should engage your brain more than rereading a page or highlighting most of the words on it. Now that we've looked at the reason for active studying, we're going to look at how we can revise and study more effectively. So what do I mean when I say desirable difficulty?". The transcription panel also includes a search bar with the word "active" entered and a "Quick Notes" toggle switch.

Review key moments and refine your notes

- **Navigate to key moments** with ease, **listen back** at your own pace, and **refine** your notes.
- Improve playback quality with a range of **audio clean-up** features like **noise cancellation** and **click reduction**.

The screenshot displays the Glean app interface for a video titled "Study Effectively". The top navigation bar includes a back arrow, a red recording indicator, a play button, a 1x speed indicator, a CC icon, and the video title. On the right, there are icons for settings, a clock, a document, a folder, and a user profile.

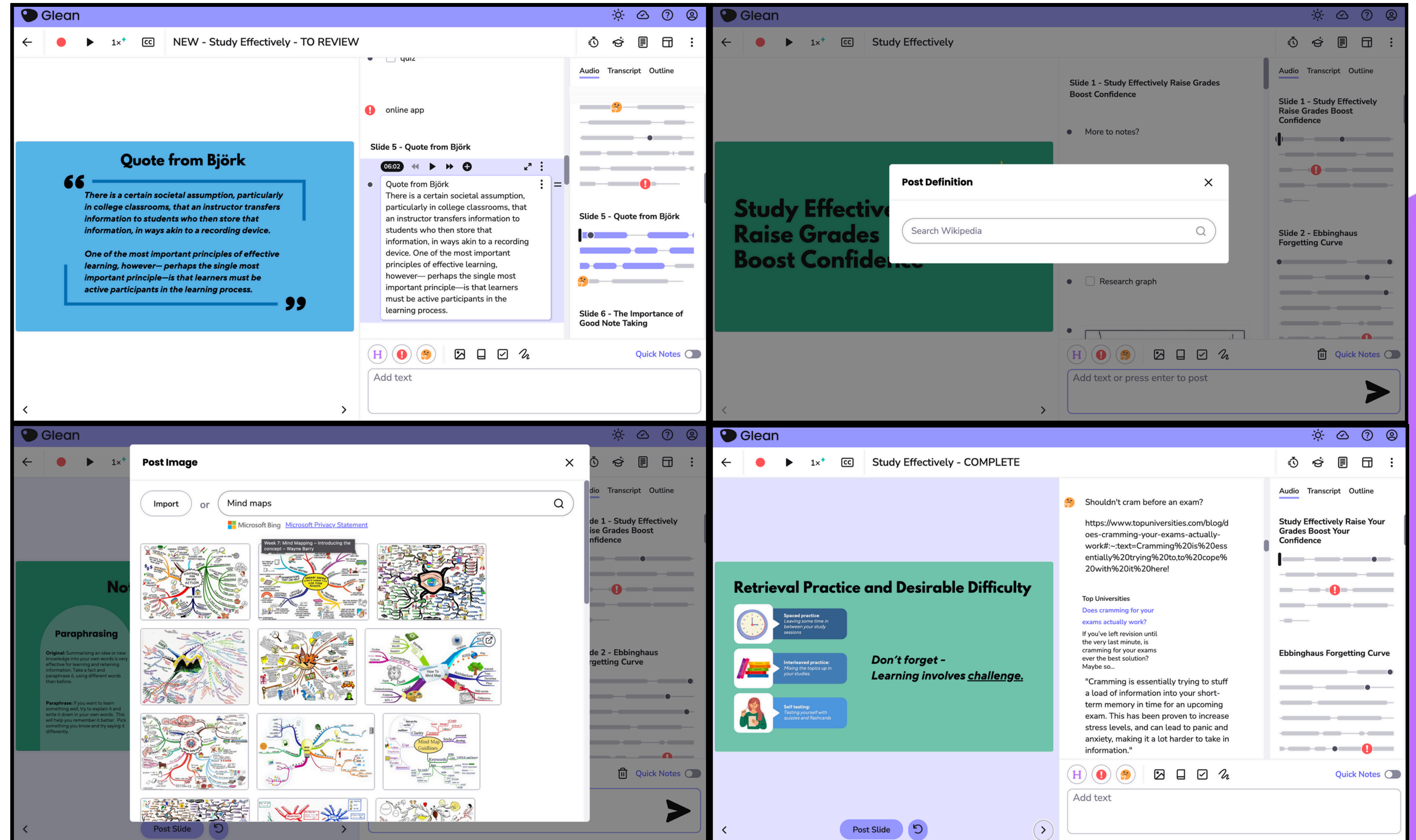
The main content area is split into three sections:

- Left Panel:** A green background with the text "Retrieval Practice and Desirable Difficulty" and "Let that learning challenge." Below this are three cards: "Space some study" (with a clock icon), "Interleaved practice" (with a stack of books icon), and "Self testing: Testing yourself with quizzes and flashcards" (with a person icon).
- Center Panel:** An "Audio Clean-up" menu is open, showing options: "Adjust Volume Automatically" (checked), "Low Pitch Filter" (checked), "High Pitch Filter" (unchecked), "Noise Cancellation" (unchecked), and "Click Reduction" (checked). Above this menu is a "Playback Speed" slider set to 1x, with buttons for 0.5x, 1x, 1.25x, 1.5x, and 2x.
- Right Panel:** A list of notes under the heading "Slide 4 - Retrieval Practice and Desirable Difficulty". The notes include: "should engage brain", "Cramming doesn't help studying" (highlighted in blue), "Add note", "definition - spaced practice", "interleaved practice", and "retrieval practice". To the right of the notes is an "Audio" control panel with a progress bar and a "Quick Notes" toggle.

At the bottom, there is a "Quick Notes" section with a text input field labeled "Add text" and a "Quick Notes" toggle switch.

Add definitions, images and webpages

- **Extract text** from lectures slides.
- Post **definitions** from Wikipedia.
- Find and insert online **images**.
- Paste **URLs** and preview web pages.



Create AI generated Outlines

- At the click of a button, Outline will **quickly organize your class content** into structured, bitesize sections.
- Click the section of the Outline to **navigate to specific parts** of the audio

The screenshot displays the Glean application interface. At the top, the Glean logo and a navigation bar are visible. The main content area shows a slide titled "Note Taking Methods" with three columns: "Paraphrasing", "Mind Maps", and "Cornell Method".

Paraphrasing
Original: Summarising an idea or new knowledge into your own words is very effective for learning and retaining information. Take a fact and paraphrase it, using different words than before.
Paraphrase: If you want to learn something well, try to explain it and write it down in your own words. This will help you remember it better. Pick something you know and try saying it differently.

Mind Maps
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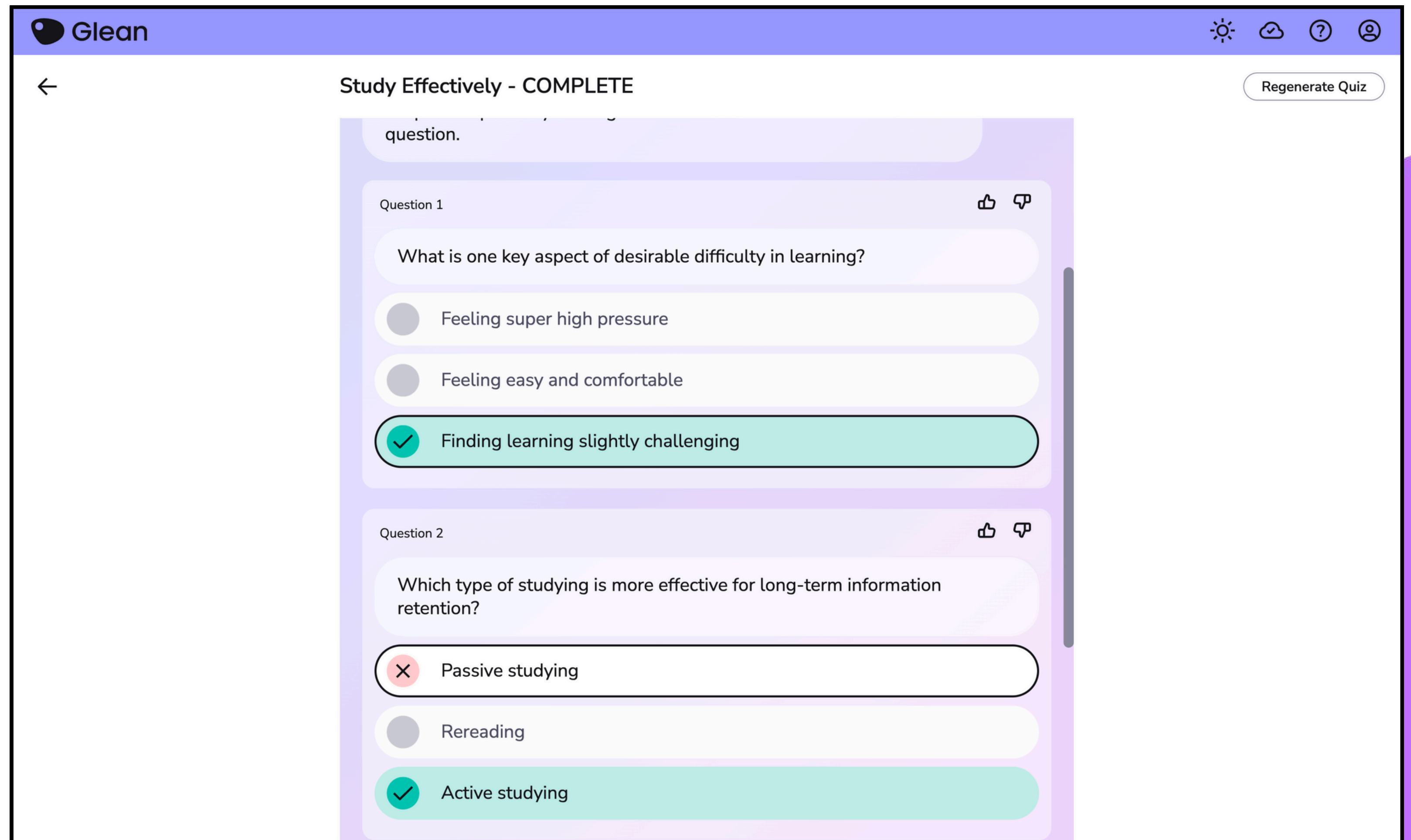
Cornell Method
Questions Prompts
1.
2.
3.
Facts Answers
1.
2.
3.
Summarise your learnings
1.
2.
3.

The right sidebar shows an AI-generated outline for "Slide 7 - Note Taking Methods". It includes sections like "Creating effective self-testing quizzes with challenging answer choices to enhance learning", "Active learning importance", "Effective Note-Taking Tips", and "AI in learning".

At the bottom, there is a "Post Slide" button and a "Quick Notes" toggle switch.

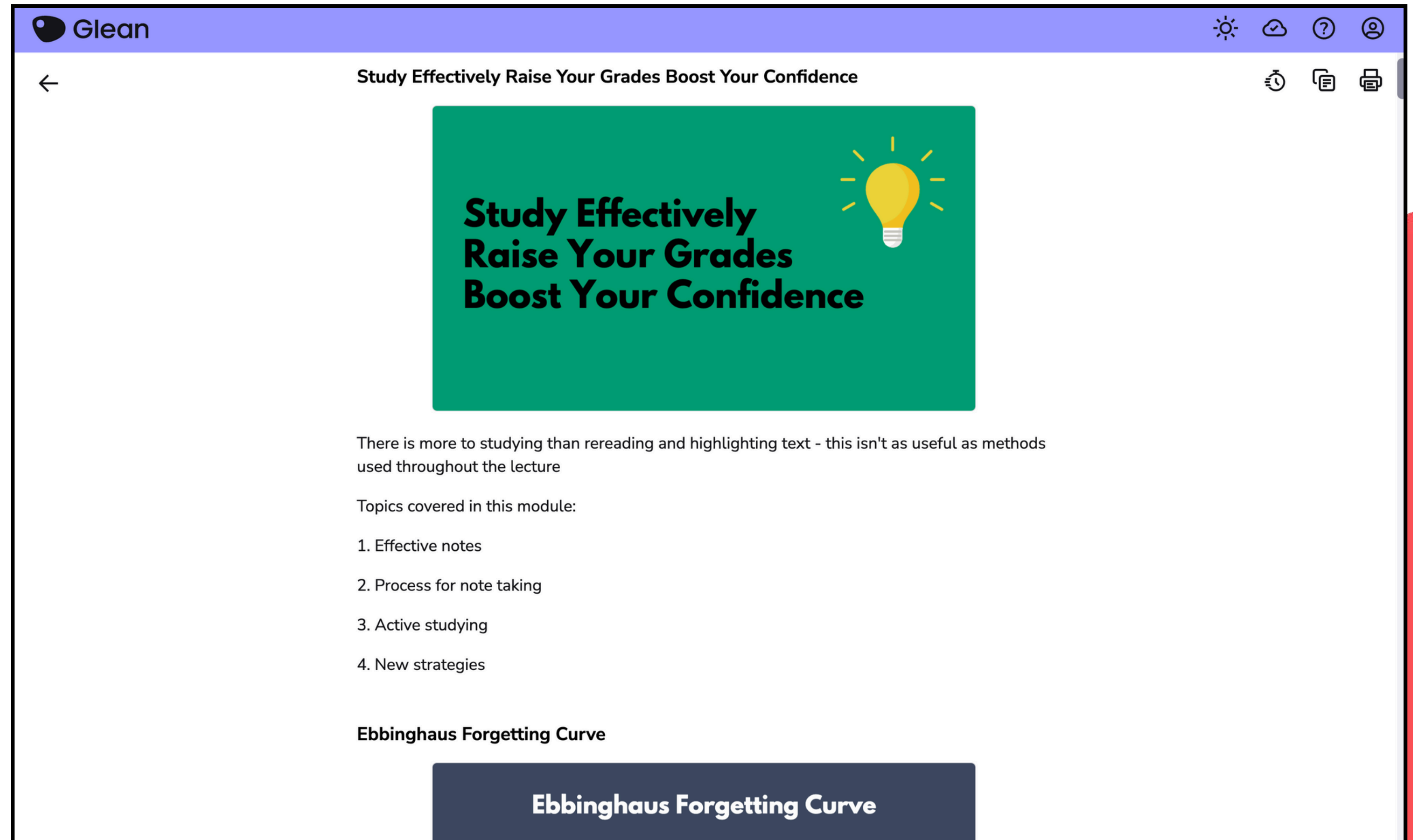
Test your knowledge with Quiz Me

- Generate **5 multiple choice questions**, all with plausible answers to **ensure desirable difficulty**
- Receive **full feedback** after the quiz, to find out what you need to work on for next time.



Review and export your completed notes

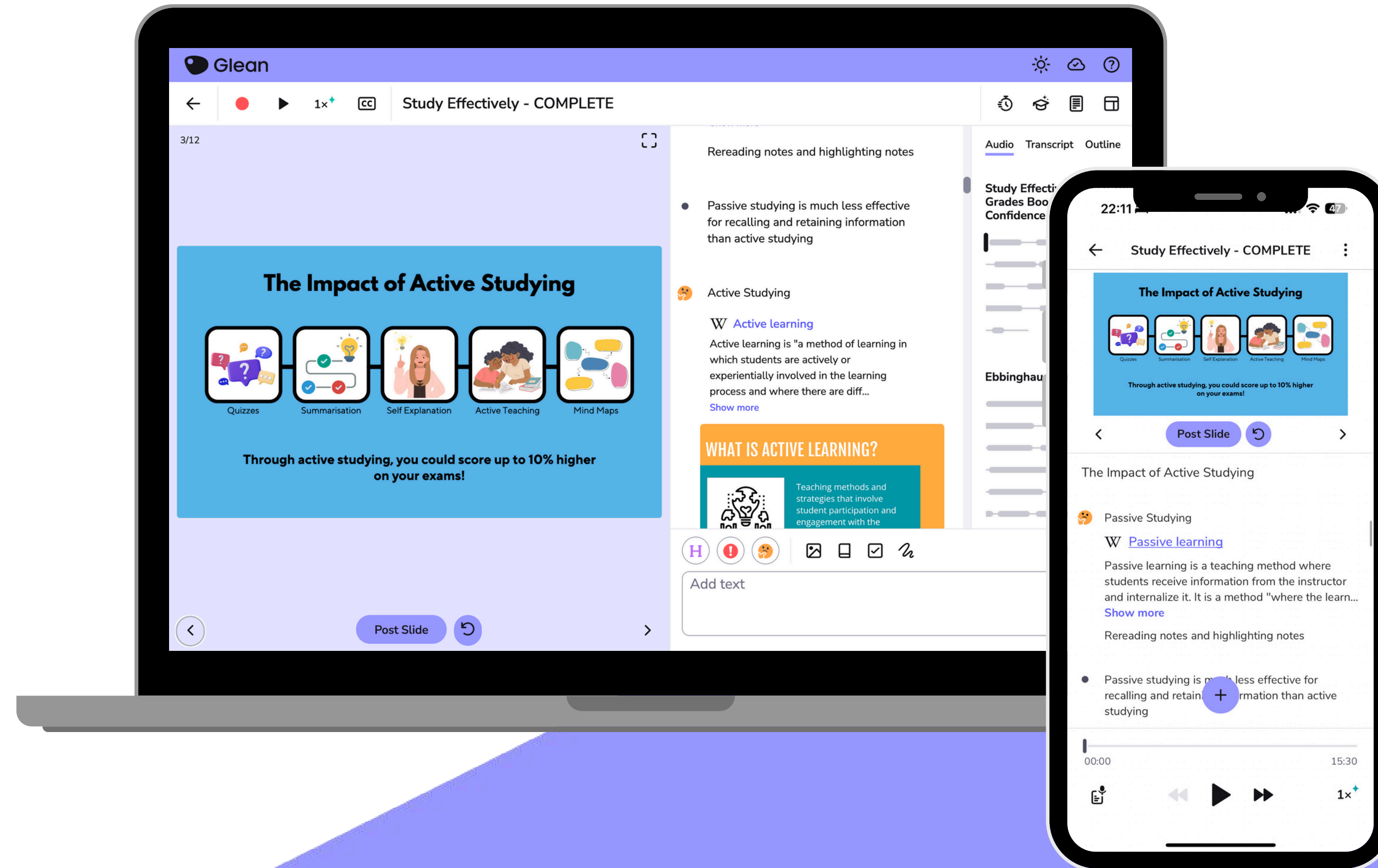
- Use the **Reading View** to review and digest your notes without distraction.
- Print your notes out, or **export notes** into **MS Word**, **Google Docs**, or anywhere else.



The screenshot shows the Glean app interface. At the top, there's a purple header with the Glean logo and several icons (sun, cloud, question mark, person). Below the header, the document title "Study Effectively Raise Your Grades Boost Your Confidence" is displayed. A green card with a lightbulb icon contains the text "Study Effectively Raise Your Grades Boost Your Confidence". Below the card, there's a paragraph of text: "There is more to studying than rereading and highlighting text - this isn't as useful as methods used throughout the lecture". This is followed by a list of topics covered in the module: "1. Effective notes", "2. Process for note taking", "3. Active studying", and "4. New strategies". At the bottom, the text "Ebbinghaus Forgetting Curve" is visible, with a dark blue button labeled "Ebbinghaus Forgetting Curve" below it.

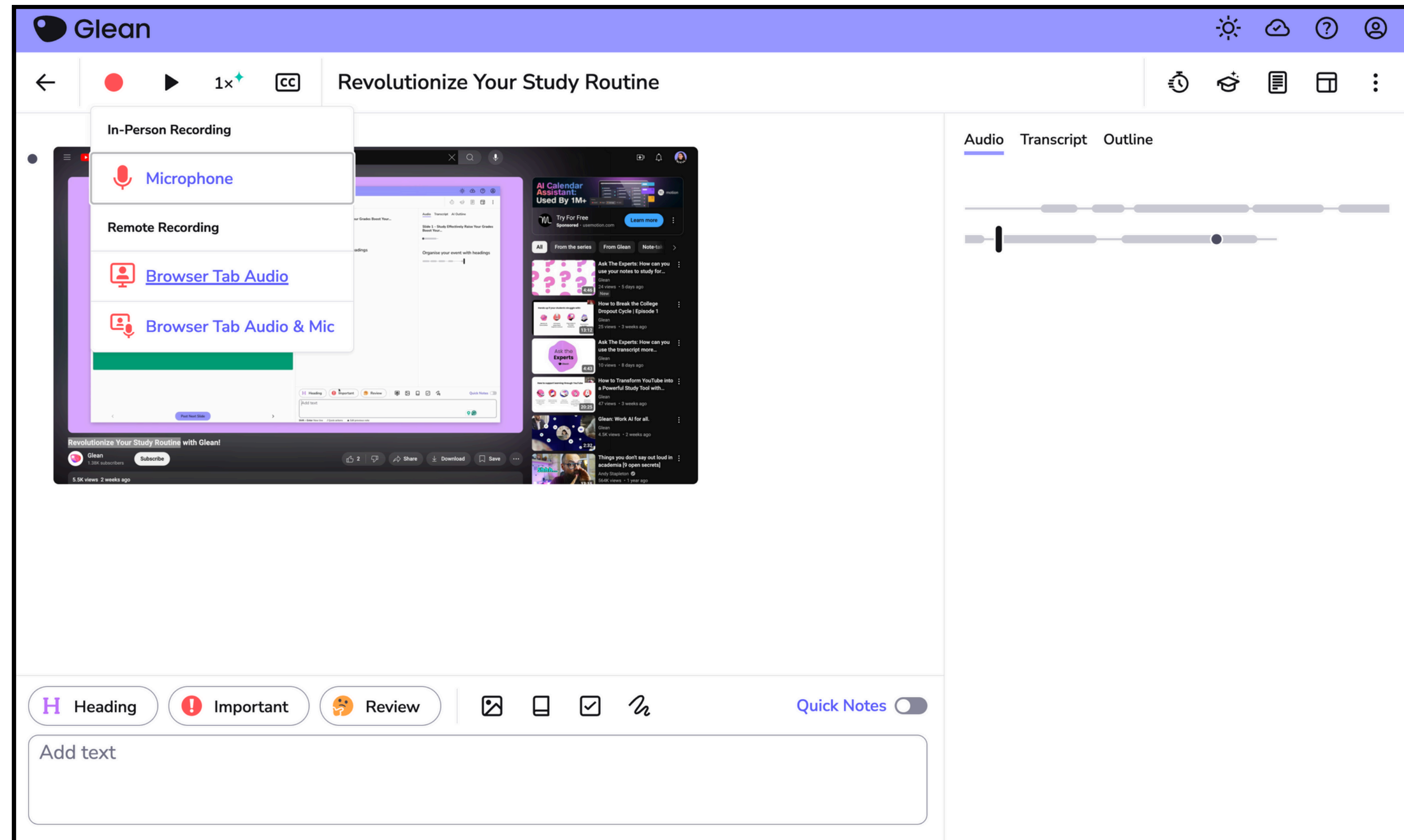
Mobile app and cloud storage

- No laptop, no problem. Just use the **Glean Mobile** app instead.
- Record audio, add text, insert labels, and **take pictures**.
- Store events locally and in the cloud, with **auto-sync across devices**.



Works with Zoom, Teams, Videos and more

- Record browser tab audio to record from **YouTube, Zoom, MS Teams, Google Meet, Blackboard** and more.
- **Take screenshots** and post them **directly into your notes feed.**





For more information,
please email
assessors@glean.co