

## Glean and how can it help in class



A training pack for admins

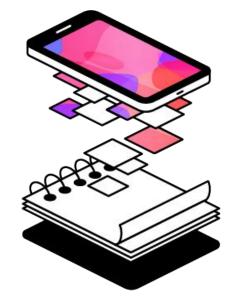


### What is Glean?

## What is Glean and how can it help? 🤔

Glean is a web and mobile note taking and study tool that's designed to capture everything from your class.

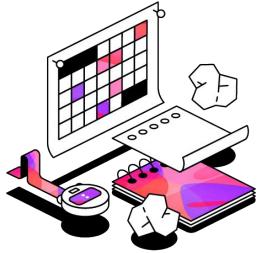
- Capture and organise your lecture notes
- Improve grades
- Boost confidence
- Reduce stress in the classroom



# Record classes, add notes, slides, transcripts and more.

🔽 Record your classes and turn the audio into text

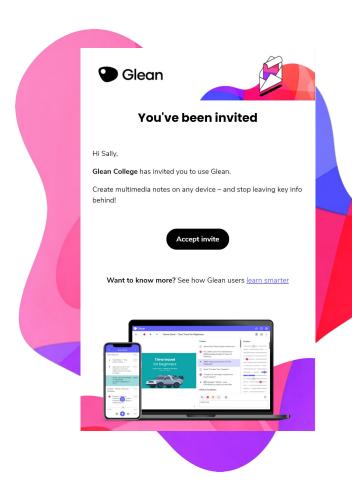
- 🔽 Import class slides
- 🔽 Add definitions
- 🔽 Task setting
- Insert images to enhance your notes



### **Getting Started with Glean...**

- Make sure to check your inbox for an invitation like this
- Click to accept, set a password, and you're good to go!

Remember to bookmark Glean in Google Chrome so you can locate it easily ready for class! 🚀



## **Key Features**



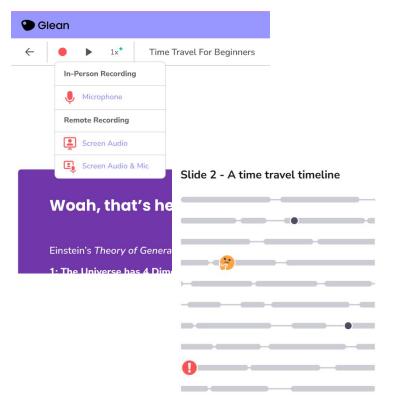
## Record your class, and turn the audio into text at the click of a button.

*t* Record everything, miss nothing.

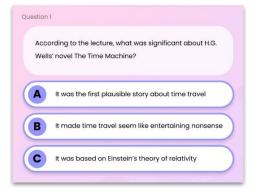
 Flag important moments in class using our labels

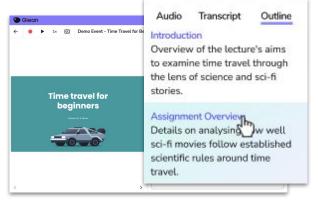
Transcribe audio into text and copy into your notes to edit!

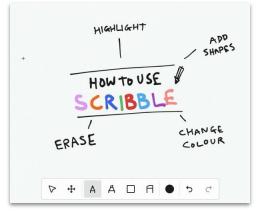
*b* Select the language your audio is spoken in order to *improve the accuracy of the transcript*.



## Key features and how they can support learning in class







#### Quiz Me

You can now test yourselves on class content using AI which provides multiple choice questions.

#### Outlines

Glean will automatically provide summaries of your transcript to help you find those key moments easier.

#### Scribble

You can now access handwritten notes within Glean. Draw, doodle and engage in class better than ever before.

## **Glean Mobile App**

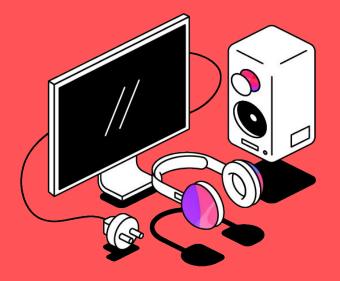
🔽 Record classes from mobile device

🔽 Review recordings

- 🔽 Syncs automatically to laptop
- **V** Transcribe the recordings
- 🔽 Take a photo 📸 and add to the recording

Further reading	
Emerging Dated (2019) "The Bare Time Town is a sharen to the instrume of Statistical Statistics with the Windowski and the Statistics of the Stat	← Intro to Time Travel :
< Post Next Slide	Transcript
Assignment deadline = 5 Novembe Add to study schedule! Due: November 5th 2023	r So, in today's lecture, we're going to explore the science of time travel through the lens of popular culture.
Assignment!	The idea is to get you thinking about the physical laws of the universe and the restrictions and challenges they might pose for potential
Reading List 📚	time travelers.
Post slides!	We'll introduce you to the key scientific thinkers in the field of time travel and the specific theories that have shaped our understanding
H 0 3	alongside some of the most influential works of time travel fiction.
Heading Important Review Add text	And will explain why separating science fact from science fiction isn't always easy.
III O <	For your first assignment on this course, you'll be asked to analyze the extent to which sci fi movies obey the scientific rules of time travel.

## **Resources and Support**



## **Skills Portal**

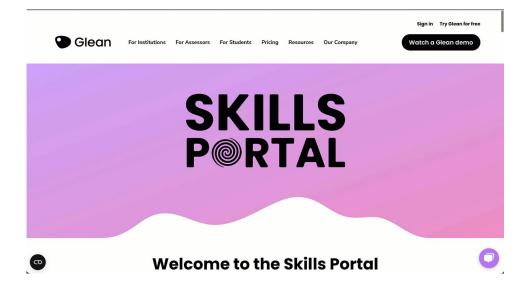
Bite-sized videos on specific features within Glean

🔽 Recording audio

**V** Using recordings

**V** Organising your notes

glean.co/skills-portal



## **Glean Live Tutorials**

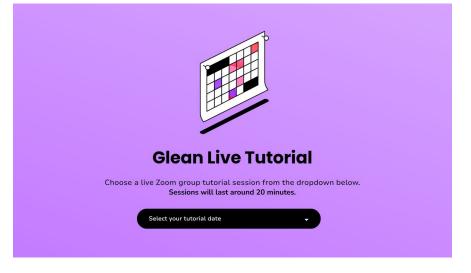
A demo of Glean's key features, to get you all set for class

Learn how Glean will help you become a better note taker & boost your grades

Discover why note taking is vital for your studies

👉 Q&A session with Glean

New dates added regularly!



## Customer Support 🧖

Remember, the Glean customer support team are always on hand to <mark>answer any technical questions</mark> you have about Glean.

All you have to do is email: <a href="mailto:support@glean.co">support@glean.co</a>

You can also look for answers to your questions in the Glean Help Center: https://help.glean.co/

The articles are split into sections to help you quickly access an answer to your question.

