MY WORKBOOK · PART 1 OF 2

From the survey to the ticket

Everything the maker needs comes from the learner's own tablet, on one order ticket. No name, no raw scores.

0 Set up the tablet ONCE

Build it › press and hold **Staff: press and hold** (bottom) › add a **learner code**. The tablet number works: **T14**. It needs a number. Never a name.

New learner on the same tablet: on that staff screen, hold **Remove learner** 2 seconds, then add the new code.

1 Build it LEARNER · ABOUT 20 MIN

The interview (about 30 taps: what they are into, how they learn, how reading, writing and math feel, where they are headed), a 2-minute math warm-up, then three short tasks: **Stories** (sets the reading level), **Numbers** (math level and skills to practice first), **My Words** (writing band). No adult needed.

2 Get the order ticket STAFF

On the learner's tablet: **Build it** › hold **Staff** › scroll to **Order ticket** (a code plus the same words as text). On the laptop, open **Staff laptop** in Chrome and bring it in one way:

Camera	Photo	Copy & email	Slip
Hold the tablet up to the laptop.	A picture of the code, emailed: *Read a photo of the code*.	*Copy the ticket to send*, paste into an email.	Print the slip from the staff screen.

The learner's information appears under **Ready for T14**. Then turn to Part 2.

Not in the room?

Their staff set up the tablet, the learner builds it, staff press **Copy the ticket to send** and email it to you (or a photo of the code). Paste the email on the Staff laptop page, make and send it, then email back **CODES.txt**. Their tablets must be allowed to open curriculumbydesign.org.

PRIVATE BY DESIGN

- **A code, never a name**, anywhere.
- **Private details** a learner types are left out on their own.
- **Answers stay** on the learner's tablet.

Stuck? Ask Claude: "walk me through sending a workbook."

Make and send it

Three steps on the laptop. The codes, the master list and putting it on the site happen by themselves.

1 Copy LAPTOP

Ticket reader › read the learner's ticket › **Copy for the maker**. Paste it into **Claude Opus** and attach the example file (its button is in the Ticket reader).

Opus gives back two files: the **PDF** for paper and the **tablet file** (ends in .json).

2 Save MAC

Save both into that learner's own folder:

My Workbook › Learners › T14

First time for a learner: make a new folder named with the learner code only (T14).

3 Send MAC

Double-click **Send-to-tablets** in the My Workbook folder. The codes pop up, for example **T14-W2-7QK**.

CODES.txt in My Workbook is the master list (code, learner, workbook) to email to the facility.

On the tablet Open **My Workbook** and type the code. It downloads once, then works with no internet.

WHERE MY WORKBOOK LIVES

Desktop › PDF's › CurriculumbyDesign.org › Curriculum by Design › 2026-2027 › My Workbook

GOOD TO KNOW

- **Learner code** = the tablet number works (T14). It needs a number.
- **Check first:** My Workbook on the laptop › hold Staff › load the file. It runs the tablet's checks.
- **Never names** in files or folders. Who is who stays on paper.
- **Fixed a file?** Save over it and Send again. Same code.
- **New learner on a tablet:** Build My Workbook › hold Staff › hold **Remove learner** 2 seconds.
- **Many at once:** attach the tablet files in a chat with Claude and Claude saves and lists them.

Stuck? Ask Claude: "walk me through sending a workbook."