

A close-up, slightly blurred photograph of a vast field of golden wheat. The stalks are tall and densely packed, filling the frame. The lighting is bright, suggesting a sunny day, with a soft glow over the scene. In the background, a thin line of trees is visible against a pale sky.

*Adding Service as Action to  
Managebac*

MIDDLE SCHOOL  
ADVISORY

# *Step 1: Add an Activity*

**CLICK** ➤



## Step 2: Add Activity Name & Location

### Activity Name \*

G7 - SDG # - Name of Group

▲ Grade      ▲ Sustainability Development Goal number

### Location \*

In-School     Out-of-School

Volunteering

Service as Action

# Step 3: Dates & Supervisor

Click here for pop up calendar

Start date \*

July 4, 2020



End date \*

July 4, 2020



Supervisor Name

Ms Wang

Supervisor Title

Supervisor E-mail

sunnywang@nanjing-school.com

Supervisor contact number

# Step 4: Description & Learning Outcome

## Description (What did you do?)

Who: Animal Lovers (Sue, Xiaoxiao, Sungjin)  
What: Working with Vetcare to help stray cats  
When: Every Day 5 and Friday lunch time  
Where: In class and at the vet clinic  
Why: We want to help reduce the number of homeless cats.

## Please select your target learning outcomes:

- Strength & Growth
- Initiative & Planning
- Collaboration
- Ethics

Choose **ONE** only.  
It's the one you have to write or  
talk about.

- Challenge & New Skills
- Commitment & Perseverance
- Global Value

**SAVE** ➤

Add SA Activity

*Step 5: Add a Reflection*

➤ G8 SDG 15 - Selling Plants

**CLICK** on your activity

Summary

➤ Reflections & Evidence

Supervisor Review

**CLICK** Reflections & Evidence tab

➤ ⊕ Add New Reflection & Evidence

**CLICK**

# Step 6: Option 1 - Write a reflection

Option 2 – Voice record reflection (see next slide)

Journal

Website

Video

Photos

File

B

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**A**ctivity: What was the activity? Talk about your **SDG**.

**B**enefit: How was your action beneficial (helpful) to other people or to the community?

**C**hange: How have you changed/What change(s) have you made or will make?

**D**escription: Describe/explain how you achieve the **learning outcome** ✓.

**E**vidence: Please upload a photo or an email that supports your experience

Outcomes

Develop international-mindedness through global engagement, multilingualism and intercultural understanding

**SAVE** ➤

Add New Entry

or Cancel

# Step 6: Option 2 – Voice record reflection

Journal

Website

Video

Photos

File

◀ Click

**Add voice file recording making sure you have talked about:**

B

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Voice recording

◀ Write

**A**ctivity:

**B**enefit:

**C**hange:

**D**escription:

**E**vidence:

Outcomes

- Develop international-mindedness through global engagement, multilingualism and intercultural understanding

**SAVE** ▶

Add New Entry

or Cancel



# Step 7: Add the Evidence

**CLICK**

Add New Reflection & Evidence



Journal

Website

Video

Photos

File

Choose file No file chosen

**CLICK & choose photos**

Outcomes

- Develop international-mindedness through global engagement, multilingualism and intercultural understanding

**SAVE**  [Add New Entry](#) or [Cancel](#)



*Well Done!*