Borough Lesson Lab User Manual

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Borough Lesson Lab gives NYC public school teachers 1,560 ready-to-teach lessons, Pre-K to Grade 12, each opening with students working together first. This manual shows you how to find, teach, print and adapt them.

Getting around

The menu at the top of every page takes you anywhere in two taps. Think of it like a subway map: the Dashboard is the station you start from, and each menu item is a line.

Menu item	What you do there
Dashboard	Pick a grade on the line map, search every lesson, set your teaching level, and reopen lessons you viewed recently
Courses	Open Spanish, French, Biology and Trigonometry, which run across grades by level
Shop	Browse 304 hands-on labs, stations, games and group projects with printable student pages
Requirements	Read the NYS and NYC rules your lesson plans must meet, each linked to its official source
AI Builder	Draft a new lesson on any topic in the same format as the library
My Library	Find lessons you saved and lessons you drafted in the AI Builder
Plans	See subscription and license options

Your teaching level (Beginner, Intermediate or Advanced) is set once and changes the coaching in every lesson. You can switch it any time from the top bar.

Finding a lesson

There are two ways in: browse by grade, or search by topic.

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Browse by grade or course

1. On the Dashboard, tap a stop on the line map, from Pre-K to Grade 12. For Spanish, French, Biology or Trigonometry, choose Courses instead.
2. Pick a subject tab: ELA, Math, Science, Social Studies or Spanish. Your choice is remembered next time.
3. Read the year plan. It shows six units from September to June, each with its big idea, standards and unit assessment.
4. Tap a unit card to jump to its lessons. Each unit has its own lessons, listed in teaching order.
5. Tap a lesson card to open the full printable PDF, or tap **Interactive view** to read it on screen.

Search

Type in the **Find a lesson** box on the Dashboard. You can search by topic (fractions, Lenape), grade, or standard code (HS-LS1-1). Results appear as you type. If nothing matches, the AI Builder can draft a lesson on that topic.

High school Spanish is taught by level, not by grade. In Grades 9 to 12, the Spanish tab points you to Spanish 1, 2, 3, 4 and Spanish for Heritage Speakers.

Reading a lesson

Every lesson runs in the same four phases, and students always go first. Think of it like learning to ride a bike: kids try it together first, then you show the one trick they need, then they ride on their own.

Phase	About how long	What happens
We Do	35–45% of the period	Students work in pairs or groups on a hands-on task before any explanation: a card sort, a build, an investigation, a role-play
I Do: Connect & Model	20% or less	You show one or two pieces of student work from the We Do, name the idea, and model the one skill they need next
You Do	The rest of the work time	Each student produces their own piece of work, with a challenge and a small-group support move

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Phase	About how long	What happens
Share & Exit Ticket	5–8 minutes	Students share, then complete the exit ticket

Inside each phase you'll find:

- **Teacher** and **Students**: numbered steps, specific enough for a first-year teacher or a substitute to run the lesson from the page alone.
- **Say**: the exact lines to say, in order.
- **Look for**: what you should see or hear when it's working, including likely student answers.
- **If students get stuck**: "If …, then …" moves for confusion, early finishers and off-task groups.
- **Transition**: the signal and what students do to move to the next phase.

The rest of the lesson page, from top to bottom:

1. **Coaching for your level.** Beginner gives you lines to say, routines and common pitfalls. Intermediate gives you moves and how to adjust mid-lesson. Advanced gives you extensions and ways to lead colleagues. Switch levels with the buttons on the lesson.
2. **Objective and success criteria.**
3. **Standards**, with their NYS codes.
4. **Lesson sequence**: the four phases above, with a timing bar.
5. **Group work & prep**: the grouping, each student role, talk stems (with Spanish versions where helpful), what to do before class with time estimates, and the NYS Portrait of a Graduate attributes the lesson builds.
6. **Texts & handouts**: any reading, dialogue or song the lesson uses, written out in full.
7. **Checks for understanding.**
8. **Differentiation**, for multilingual learners, students with IEPs, and students ready for more.
9. **Assessment**: the exit ticket, plus an answer key hidden behind a button so you can project the page.
10. **Culturally responsive and family connection.**
11. **Adapt to my class**: describe your students and schedule, and you'll get a version of the lesson adjusted for them.

The side panel lists materials, vocabulary, Danielson components and sources.

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Printing and saving

Every library lesson has a ready-made PDF you can print or project.

- **Open full lesson (PDF)**: on any lesson card or at the top of the lesson's side panel. It opens in a new tab; print it from there.
- **Save to library** (☆): adds the lesson to My Library. Tap again to remove it.
- **Download lesson**: saves a copy you can open offline. It includes the coaching for the level you have selected.
- **My Library**: shows your saved lessons and your AI Builder drafts. It is kept in the browser you use, so save on the same computer or device each time.

Your license lets you print lessons, project them, and send them home to families, translated if you like. Please don't resell lessons or post them on public websites.

The Resource Shop

The Shop holds 304 ready-to-run activities that pair with the lessons. Every one opens with students working together and comes with printable student pages.

1. Choose **Shop** in the menu.
2. Narrow the list with the filters: **Search**, **Grade**, **Subject**, **Type** and **Access**. Choose **Free only** to see the free resources.
3. Tap a resource card to open it.
4. Read the **Step by step** plan, then print with **Open printable PDF**. Each student page starts on its own sheet with a name and date line.

Each resource includes the objective, standards, materials, student roles, student pages, an answer key (hidden until you tap **Show answer key**), a rubric, differentiation, an NYC connection, and **Pairs with these lessons** links back to the library.

Types you'll find: Hands-On Lab, Stations / Centers, Cooperative Project, Learning Game, Discussion Protocol, Task Cards, Simulation / Role-Play, and Build & Test Challenge. Grades 5 to 12 also have Personal Finance resources on budgeting, credit and saving.

AI Lesson Builder

The AI Builder drafts a complete lesson, in the library's format, on any topic the library doesn't cover yet.

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1. Set your teaching level in the top bar first; the draft is coached for that level.
2. Choose **AI Builder** in the menu.
3. Pick the **Grade**, **Subject** and **Length**.
4. Type the **Topic or skill**, for example "The Brooklyn Bridge: how engineers solved a 19th-century problem."
5. Optional: under **About my class**, describe your students, home languages, IEPs, co-teaching and the materials you have.
6. Tap **Write the lesson**. A draft usually takes under a minute. If you see "Getting the lesson writer ready," wait; it can take up to a minute to start.
7. The draft appears on screen and is saved to My Library under **AI drafts**.

AI drafts are marked **AI draft**. Unlike library lessons, they are not independently checked, so confirm the standard codes against the NYSED documents before you teach them. Per the NYC 2026–27 policy, the AI Builder is a teacher planning tool; students in Pre-K to Grade 8 should not use it.

NYS and NYC rules built in

Every lesson already follows the current New York State and New York City rules, so you don't have to check them yourself.

Rule	How the lessons follow it
NYS Phone-Free Schools law	No lesson needs student phones; any device use is a shared class device
NYC 2026–27 pause on student-facing generative AI, Pre-K to Grade 8	No lesson asks students in these grades to use AI tools
NYC 2026–27 screen-time limits	No one-to-one screen time in Pre-K to Grade 2; short, shared device use in Grades 3 to 8
NYS Portrait of a Graduate (adopted July 2025)	Each lesson names the one or two attributes it builds
Personal finance in Grades 5 to 12	Math and Social Studies lessons add a real money connection where it fits

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Rule	How the lessons follow it
Regents exams	Described as optional or endorsement-related for students graduating after the Class of 2027
Safety	No food tasting, allergy checks where food appears, no small objects in Pre-K and K, standard lab safety

For the full list, choose **Requirements** in the menu. It covers standards, citywide curricula, the UFT contract, Danielson, multilingual learners, students with IEPs, testing, graduation and certification. Use the search box to find a topic, and each item links to its official source.

Your first week

A simple routine gets you teaching from the library in one week.

1. **Monday, 15 minutes:** set your teaching level, open your grade, and read the year plan for your subject.
2. **Tuesday:** pick the unit you're on and save its next three lessons to My Library.
3. **Wednesday:** for tomorrow's lesson, read the **Before class** prep list, copy the student pages, and set out the materials.
4. **Thursday:** teach it. Keep the PDF open and follow the **Say** lines and **Transition** signals.
5. **Friday:** read the exit tickets, then use **Adapt to my class** or a Shop resource for students who need more practice.

New teachers: start with Beginner coaching. Its scripts and routines are written for your first two years.

Questions and help

24-hour support from Elaria Agentic. Reply to the email that brought you this manual, or write to info@elariaagentic.com, with #Borough Lesson Lab in the subject line. Elaria Agentic will get back to you within 24 hours. You can also call (551) 314-6479.

Does this replace NYC Reads or NYC Solves? No. The lessons sit alongside the citywide curricula: extra practice, reteach days, test prep and topics the core programs don't cover.

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Why can't I find my saved lessons? My Library is kept in the browser you saved them in. Open Borough Lesson Lab on that same computer or device.

Can my school pay? Yes. The School & District plan supports invoices and purchase orders; see **Plans** in the menu.

Who checked the lessons? Every library lesson was rewritten and then reviewed by a separate checker for facts, math, safety and language.

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