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General introduction

Guidelines for CLT Materials Development, sponsored by Confucius Institute Headquarters (Hanban), is a comprehensive and practical online application platform. Over the period of three years, based on the big data and digital processing techniques, hundreds of experts from China and overseas have successfully created this large-scale platform, which gathers the latest research achievements, the richest linguistic data, the most authoritative curriculum standards, the most intelligent development tools and the most quantified textbook evaluation systems.

This platform melds Compilation Types, Hot News Materials, Practical Resources and Evaluation Tools - four sections in one. It aims to provide research reference and evaluation reference for Chinese language researchers, and convenient guidance and service for Chinese language teachers.
**Compilation Types**

The function includes teaching plan (inc. supplementary teaching materials) and CLT material composition. Systematically analyze more than five thousands common used Chinese teaching textbooks, Guidelines for CLT Materials Development extracts 515 language applicable contexts, annotates about sixty million characters, words, grammar points, cultural points, and exercises. Meanwhile, the Guidelines scientifically classify the contained materials according to the International Curriculum for Chinese Language Education and HSK’s levels standards. Users just need to select teaching targets, levels, topics, and some other indicators, the system will automatically generate the required lesson plans, textbooks, and supplementary teaching materials.

**Hot News Materials**

The section showcases the currently hottest topics by texts and videos, classifying systematically, highlighting relevant language points, editing and producing teaching plans and integrating the latest information into the actual teaching.
**Practical Resources**

The Resource classifies communicative tasks, topics, grammars and cultural points according to International Curriculum for Chinese Language Education. It provides reference resources such as CLT material samples, cultural knowledge and terms of CLT materials, according to the International CLT Materials Database.

**Evaluation Tools**

According to the International Curriculum for Chinese Language Education and Chinese Proficiency Test Syllabus, the Guidelines platform first sets up 16 textbook evaluation parameters and indicators, which can be used to analyze and evaluate self-composed lesson plans, textbooks or published textbooks.
2.1 Register & Login

New users can register or login by clicking on the button on the top right corner.

2.2 Compilation of Class Handouts

2.2.1 Create a new handout

Enter the page of Compilation of Class Handouts.
First, input the title of the handout, and then select the applicable object and level.

According to the choice, the platform will automatically offer the appropriate templates.

Choose the appropriate template then click to compile handouts.

2.2.2 Complie the content of handouts

The inappropriate places in the template can also be modified.

Step one: Input or select the title of the handout.

Step two: Write the text.
2.2.2 Compile the content of handouts

Click on the reference. The three alternative text materials are teaching materials, communicative tasks and hot news.

The text and its related words and grammar will automatically appear on the editing page. You can edit it as well.
Directly drag the appropriate icon to add other sections, such as adding an exercise.

2.2.3 Save & export handouts

The handouts can be saved and exported to the local computer after compiling.

The finished handouts can be found in My Space.
2.3 Compilation of Appendix Materials

2.3.1 Create new cards

Currently, four kinds of supplementary cards can be made: Chinese character cards, word cards, communicative task cards and grammar cards.

Click on "Create Cards".

2.3.2 Add the content of cards

Select a certain type of appendix cards you would like to make, add the content.

2.3.3 Save & export cards

The cards can be saved and exported for your teaching.
2.3.4 Check cards

The finished cards can be found in My Space.

2.4 Compilation of Textbooks

2.4.1 Create a new textbook

The operation process is similar to the handouts, first select the applicable object and level, and then view the typical textbook.

The purpose is to make users understand the framework and basic compilation form. If you want to use its framework, just choose it.
2.4 Compilation of Textbooks

2.4.1 Create a new textbook

Please complete the basic information of the teaching material before compiling.
2.4.2 Compile the content of the textbook

Start to compile after framework confirmation.

Users can import the finished handouts as the contents of the textbook.

2.4.3 Evaluate textbooks

Click Evaluation Tools to check the real-time evaluations of the words, texts, grammar, etc.
2.5 Hot news materials

2.5.1 View the hot news

There are information, entertainment, culture, tourism, education, sports, fashion, health and other hot news topics.

You can click on the topic of the news and read it.
2.5.2 Compile handouts with hot news

Unlike other portals, the platform provides the distribution of words and grammar for the teaching material compilation, and this can be directly imported as the material of compiled handouts.
2.6 Practical Resources

2.6.1 Search for communicative tasks

Communicative tasks are the core of the Guidelines for the CLT Materials Development platform project. Click to view its excellent pictures and texts.

According to the teaching needs, users can choose different scenarios, levels of communicative tasks, view the sample expressions, the related Chinese characters, words, grammar and culture, etc.
2.6.2 Other resources

In addition to communicative tasks, there are samples of sentences, vocabulary notes, samples of exercises, grammar explanations, terms of CLT materials, samples of CLT materials, Standards and Curriculum and Chinese cultural materials and so on.
2.7 Evaluation Tools

2.7.1 Submit the textbooks

Evaluation tools can not only evaluate the teaching materials which were compiled on the platform, but can also evaluate the uploaded teaching materials. Users can follow the evaluation instructions.
2.7.2 Check the evaluation report

The report includes the overall evaluation, the details and the suggestions for revision.
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