

The Intelligent Notebook

Become a knowledge expert with Notebook LM

presented by

Robin Leung (he/him)

Imagine This



Imagine This



Imagine This





NotebookLM

**Who has
used
NotebookLM?**



“NotebookLM is an AI-powered research and writing tool that helps you summarize and extract information across dense and complex sources.”

- Google Cloud

What is NotebookLM



Its main purpose is to sort and sift through large amounts of information. (Think of having a second brain.)

Much like GPT, your interaction with it is in the form of a chatbot. But how NotebookLM differs from other AI tools is it trains its answers and insights based on only the sources you provide (not on large models).

Why NotebookLM

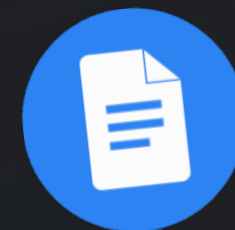
Agenda

By the end of this session:

- ✿ **Setup & Navigate NotebookLM**
- ✿ **Discuss & Explore Features**
- ✿ **Integrate NotebookLM into learning experiences (Considerations & Use cases)**
- ✿ **Practice utilizing prompts to extract information and perform specific tasks**

How does it work?

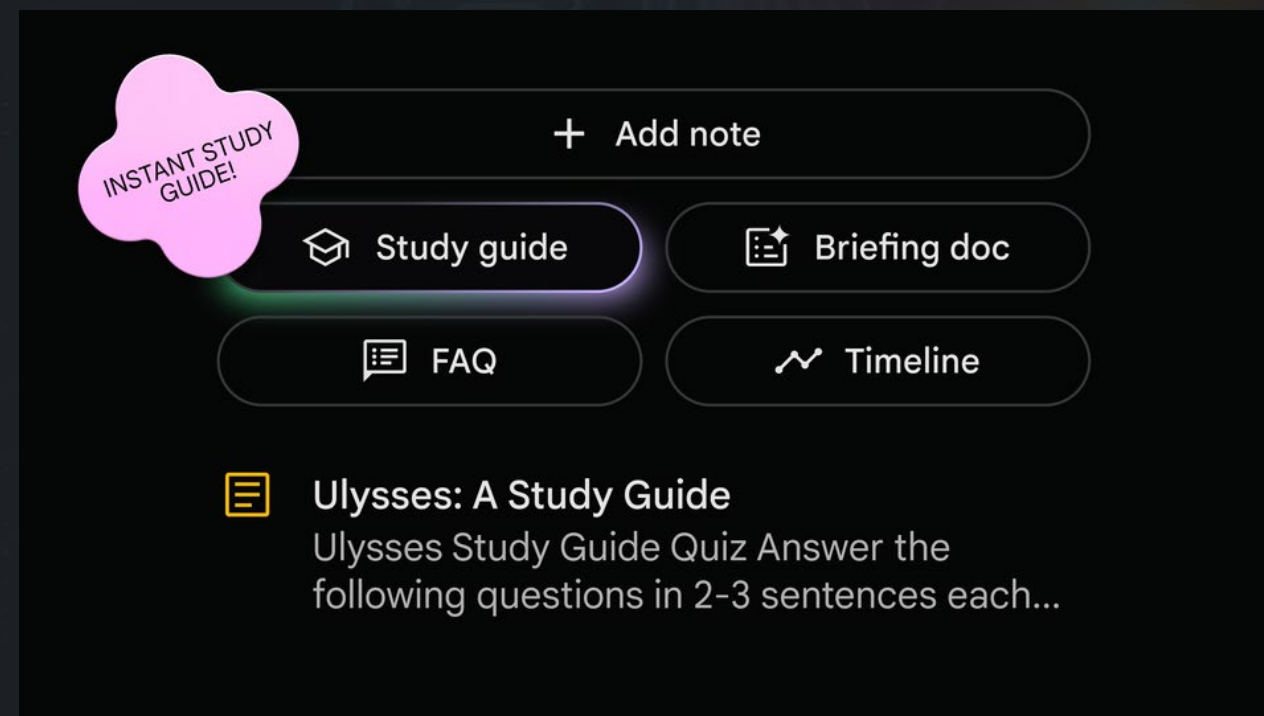
✱ Upload your sources



How does it work?

🌟 Provide insights

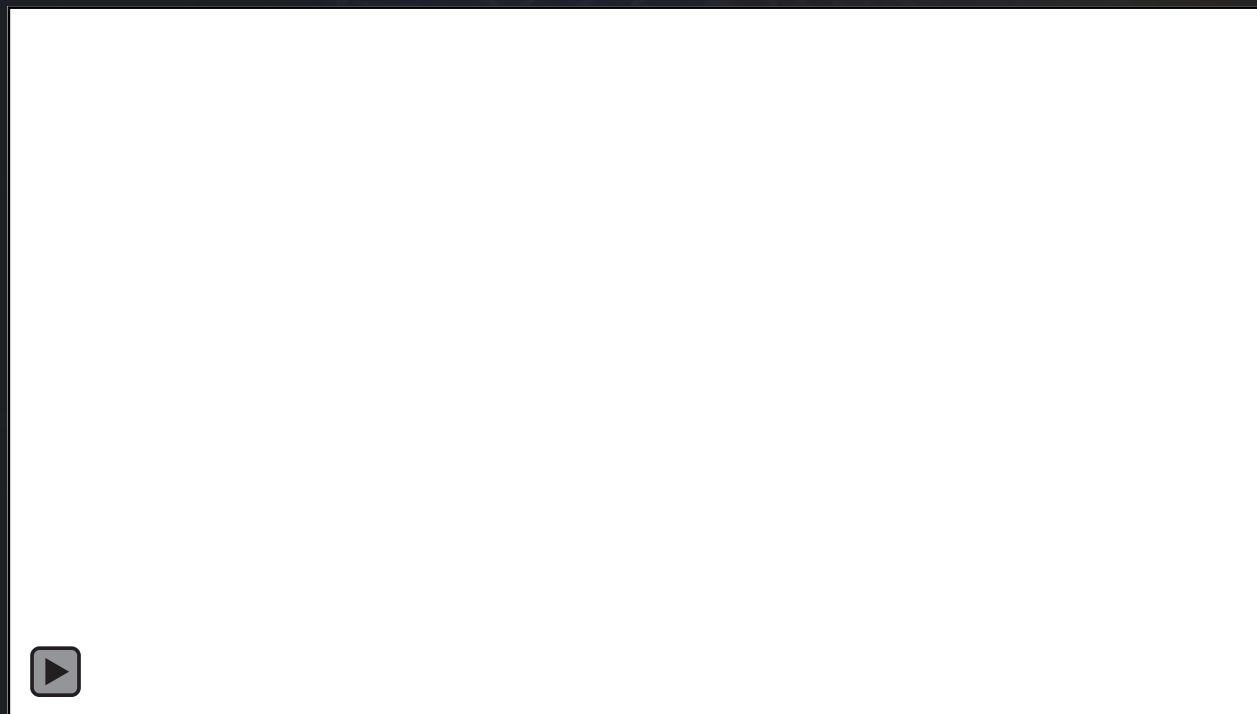
NotebookLM AI becomes an expert in learning the information you've given it.

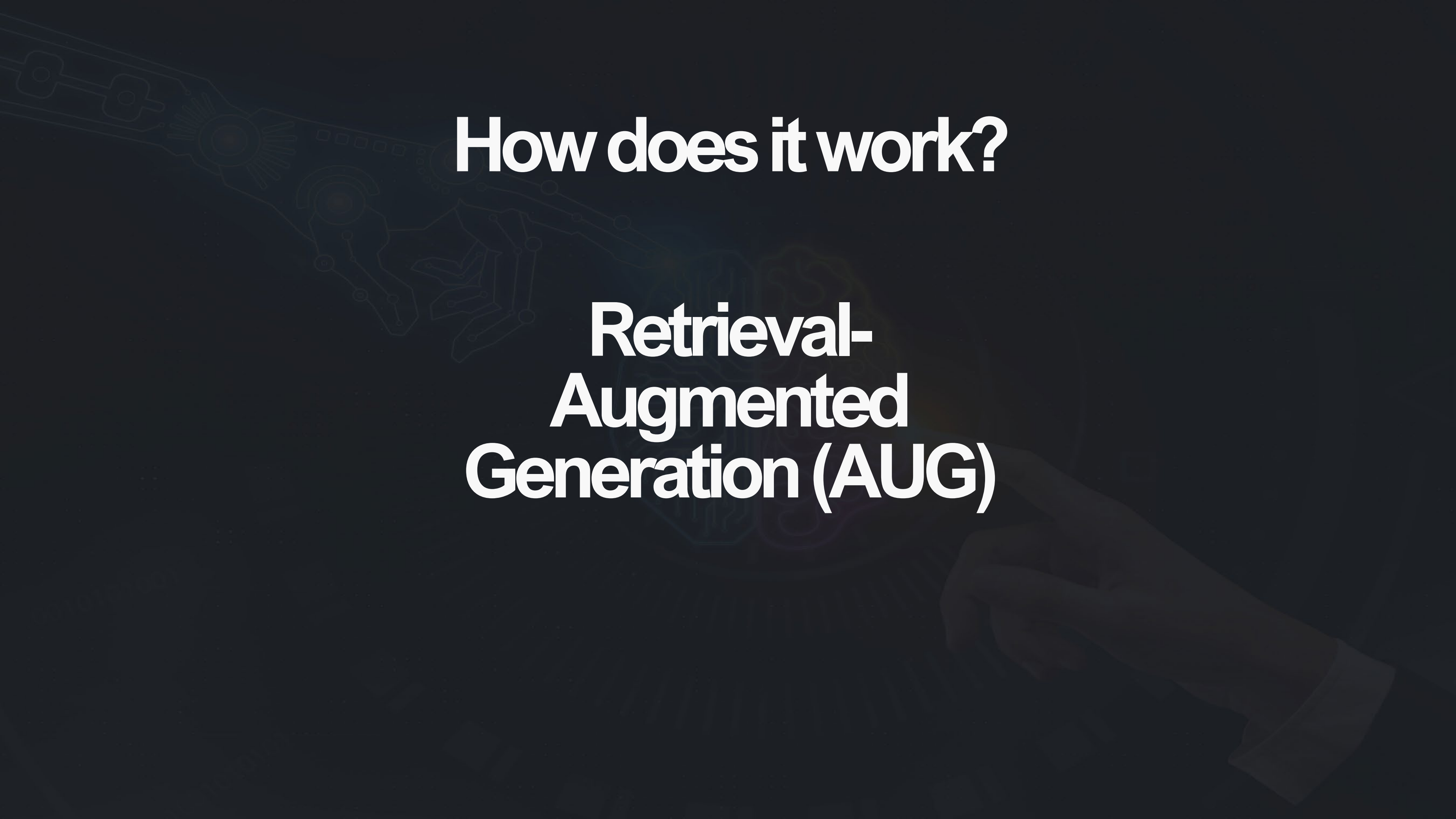


How does it work?

✿ Cites sources

Not only will it become an expert at your sources, but it will also provide citations as to where it got its answers from.



The background features a dark, textured surface with faint, light-colored line art. On the left, a robotic arm with multiple joints and segments extends diagonally across the frame. On the right, a human hand is shown in a similar pose, with fingers slightly curled. The overall aesthetic is technical and futuristic.

How does it work?

**Retrieval-
Augmented
Generation (AUG)**

Setup

☀ What will you need?

A Google account, Internet Access, Source materials

☀ Go to NotebookLM

<https://notebooklm.google.com/>

☀ Login

Login with your Google Account

Navigation

NotebookLM

notebooklm.google.com/?pli=1

SettingsPROUpdate

AllMy notebooksFeatured notebooksNew!

Most recentCreate new

Featured notebooks

The Atlantic

How To Build A Life, from The Atlantic

Apr 22, 2025 · 46 sources

Our World in Data

Trends in Health, Wealth and...

Apr 15, 2025 · 24 sources

Business

Q1 Earnings Reports For Top 50...

Apr 17, 2025 · 91 sources

Arts and Culture

William Shakespeare: The Complete Plays

Apr 25, 2025 · 45 sources

Techno Sapiens

Parenting Advice for the Digital Age

May 5, 2025 · 21 sources

See all

Recent notebooks

Create new notebook

Classified

Jul 4, 2025 · 17 sources

Untitled notebook - NotebookLM

notebooklm.google.com/notebook/295320a6-1e81-49c4-b75e-36cbad4a0ffc

AnalyticsShareSettingsPRO

SourcesChatStudio

+

Add

+

Discover sources

Upload sources

Drag & drop or [choose file](#) to upload

Supported file types: PDF, .txt, Markdown, Audio (e.g. mp3)

Google Drive

Google DocsGoogle Slides

Link

WebsiteYouTube

Paste text

Copied text

Source limit

0 / 300

Upload a source to get started

0 sources

Add note

NotebookLM can be inaccurate; please double check its responses.

Limitations

✿ Sources & Contents

Limit of 50 sources per notebook.

Individual source upto 500k word count or 200MB.

Text/Caption from videos are transcribed.

✿ Accuracy & Reliability

Connecting complex pieces of information from different sources.

Always check your work (cause 'hallucination').

Inconsistency in providing answers.

✿ Privacy

Know that you are uploading to a cloud-based service.

Sensitive topics and information uploaded.

British Columbia's Digital Learning Strategy

Sources

+ Add

Discover

Select all sources

digital_learning_strategy.pdf

Chat

British Columbia's Digital Learning Strategy

1 source

The "B.C.'s Post-Secondary Digital Learning Strategy" document outlines a comprehensive plan developed by the Digital Learning Advisory Committee (DLAC) in response to the increased reliance on online learning during the COVID-19 pandemic. This strategy aims to **enhance digital learning models** across British Columbia's post-secondary system, ensuring **equity, access, and success** for all learners, including Indigenous communities. It focuses on **three strategic priorities**: refining policies and processes, fostering system-wide collaboration, and improving digital equity. The document provides detailed **guidelines for technology-enhanced learning** and a **digital literacy framework**, with a strong emphasis on **inclusive design, human-centered approaches**, and **lasting reconciliation** with Indigenous Peoples. The strategy encourages institutions to adopt these recommendations voluntarily and outlines **future implementation steps** to build capacity and support diverse learning environments.

Save to note

Add note

Audio Overview

Mind Map

what are the key priorities of this strategy?

The B.C. Post-Secondary Digital Learning Strategy outlines three key strategic priorities and their recommended actions, which are designed to enhance how digital technology is used in the post-secondary education system in British Columbia. These priorities stem from the widespread adoption of online services during the COVID-19 pandemic and

Start typing...

How does the Strategy define digital literacy?

What are the three strategic priorities?

Who co-chaired the Advisory Committee?

Studio

Audio Overview

Video Overview

Mind Map

Reports

BC's Digital Learning Blueprint

Developing Digital Learning: A Guide

Navigating BC's Digital Learning Landscape

B.C.'s Post-Secondary Digital Learning Strategy...

Briefing doc

Study guide

FAQ

Timeline

NotebookLM can be inaccurate; please double check its responses.

Sources



+ Add

🔍 Discover

Select all sources



digital_learning_strategy.pdf





British Columbia's Digital Learning Strategy

1 source

The "B.C.'s Post-Secondary Digital Learning Strategy" document outlines a comprehensive plan developed by the Digital Learning Advisory Committee (DLAC) in response to the increased reliance on online learning during the COVID-19 pandemic. This strategy aims to **enhance digital learning models** across British Columbia's post-secondary system, ensuring **equity, access, and success** for all learners, including Indigenous communities. It focuses on **three strategic priorities**: refining policies and processes, fostering system-wide collaboration, and improving digital equity. The document provides detailed **guidelines for technology-enhanced learning** and a **digital literacy framework**, with a strong emphasis on **inclusive design, human-centered approaches**, and **lasting reconciliation** with Indigenous Peoples. The strategy encourages institutions to adopt these recommendations voluntarily and outlines **future implementation steps** to build capacity and support diverse learning environments.

📌 Save to note



📄 Add note

🔊 Audio Overview

🗺 Mind Map

what are the key priorities of this strategy?

The B.C. Post-Secondary Digital Learning Strategy outlines three key strategic priorities and their recommended actions, which are designed to ensure that digital technology is used across the post-secondary education system in British Columbia. 1 2 . These priorities stem from the widespread adoption

⬇ Jump to bottom

Start typing...

1 source



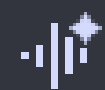
How does the Strategy define digital literacy?

What are the three strategic priorities?

Who co-chaired



Studio



Audio Overview



Video Overview



Mind Map



Reports



Flashcards



Quiz



Create report



Format

Create Your Own

Craft reports your way by specifying structure, style, tone, and more

Briefing Doc



Overview of your sources featuring key insights and quotes

Study Guide



Short-answer quiz, suggested essay questions, and glossary of key terms

Blog Post



Insightful takeaways distilled into a highly readable article

Suggested Format

Policy Brief



A policy brief on implementing ethical educational technology frameworks within post-...

Implementation Guide



An actionable guide for procurement and IT departments on evaluating...

Concept Explainer



An introduction to the core ethical issues in educational technology for students.

Scenario-Based Learning



Explore practical ethical dilemmas in educational technology through real-wor...

Customize Quiz



Number of Questions

Fewer

✓ Standard (Default)

More

Level of Difficulty

Easy

✓ Medium (Default)

Hard

What should the topic be?

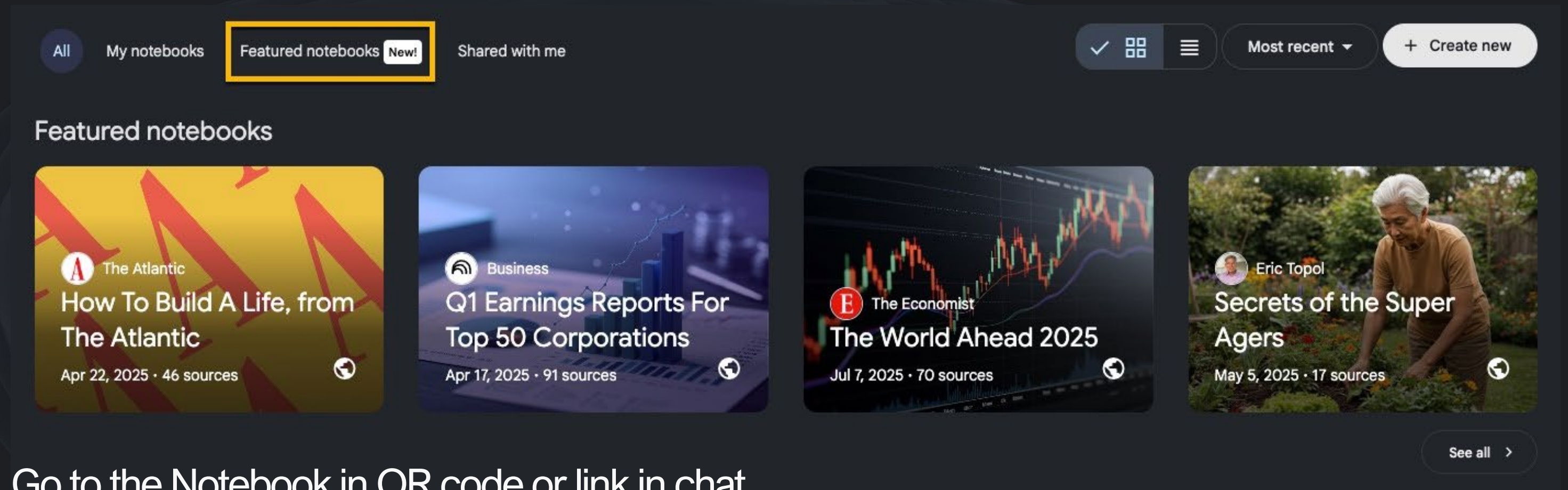
Things to try

- The quiz must be restricted to a specific source (e.g. "the article about Italy")
- The quiz must focus solely on the key concepts of physics
- Create a quiz to help me prepare for my history exam on Ancient Egypt

Generate



15
minutes



Go to the Notebook in QR code or link in chat.

Interact with the Notebook. Select sources, ask it questions. Create notes, create additional resources.

Share what you discovered on Padlet.

Activity



Considerations



21st Century Learners

Embedding GenAI into curricula is crucial for fostering critical thinking and adaptability among students.

(Reyna, 2025)



Re-evaluate Assessments

integrating such tools requires a reevaluation of assessment strategies to ensure meaningful learning outcomes and uphold academic standards.

(Reyna, 2023)



Reduce Cognitive Load

Multi-modal outputs allow learners to review information in formats that match their cognitive and sensory preferences.

(Hu, 2024)

Use Cases

- ✿ Study Companion
- ✿ Lit Review
- ✿ Collaborative Lesson Planning

Prompting

✱ Prompt Engineering

The practice of crafting effective inputs (or "prompts") to guide AI models to produce useful, accurate, and relevant outputs.

Prompting

✿ TOCD method (Zhou, 2023)

Task (Role, Command, Topic)

Output (Format, Structure, Qualities, Content, Do's and Don'ts)

Context (Perspective, Goal, Target Audience)

Data (User Data, Example)

Prompting

🌟 Task (Role, Command, Topic)

Tell me a joke **about atoms**.

Write a story **about Electric Vehicles**.

Plan a weekly shopping plan **for a keto diet**.

Develop a travel itinerary **for Paris**.

Prompting

✿ Output (Format, Structure, Qualities, Content, Do's and Don'ts)

Format - Develop a travel itinerary for Paris **presented in a daily activity format**.

Structure - Develop a weekly shopping plan for a keto diet **presented as a list**.

Qualities - Tell me a joke about atoms **that is whimsical and scientific**.

Content - Write me a story about Electric Vehicles **that were produced in 2025**.

Prompting

✿ Context (Perspective, Goal, Target Audience)

Perspective - Develop a travel itinerary for Paris presented in a daily activity format
for an expert in impressionistic art and architecture.

Goals - Tell me a joke about atoms that is whimsical and scientific, and I can use to
open a speech at faculty council.

Target Audience - write me a story about electric vehicles produced in 2025
appropriate for someone that don't know anything about EVs.

Prompting

✿ Data (User Data, Example)

User Data - Develop a weekly shopping plan for a keto diet presented as a list **for a user with tree nut allergy.**

Examples - Tell me a joke about atoms that is whimsical and scientific, and I can use to open a speech at faculty council. **Something like “Never trust an atom... they make up everything!”**

Prompting

- ✿ **Task** (Role, Command, Topic)

You are a researcher in bio-chemistry.

- ✿ **Output** (Format, Structure, Qualities, Content, Do's and Don'ts)

Create an activity

- ✿ **Context** (Perspective, Goal, Target Audience)

to use NotebookLM with my undergraduate students

- ✿ **Data** (User Data, Example)

Remember, this week topic is related to amino acids.

Use Cases Activity



Go to the Notebook in QR code or link in chat.

Interact with the chat utilizing the TOCD prompt method to help you come up with use cases for your area of expertise.

Share what you discovered on Padlet.

Task (Role, Command, Topic)

Output (Format, Structure, Qualities, Content, Do's and Don'ts)

Context (Perspective, Goal, Target Audience)

Data (User Data, Example)



☀ Self Reflection



How do you see yourself using NotebookLM in your own work?

With your students?

Which features will be most useful to you?

Or one thing you learned that you didn't know before?

Share it in the chat.

Integrating the learning experiences

Summary

You've learnt...

- ✿ How to Setup & Navigate NotebookLM
- ✿ Explored Features
- ✿ Integrate NotebookLM into student learning experiences (Considerations & Use cases)
- ✿ Generate effective prompts using the TOCD method

Resources

<https://bit.ly/nblm-1>

Zhou, Yi. “Prompt Design Patterns: Mastering the Art and Science of Prompt Engineering.” ArgoLong Publishing, 2023.

Connect

Email: robin.leung@kpu.ca