

Establishing Routines for Remote Learning

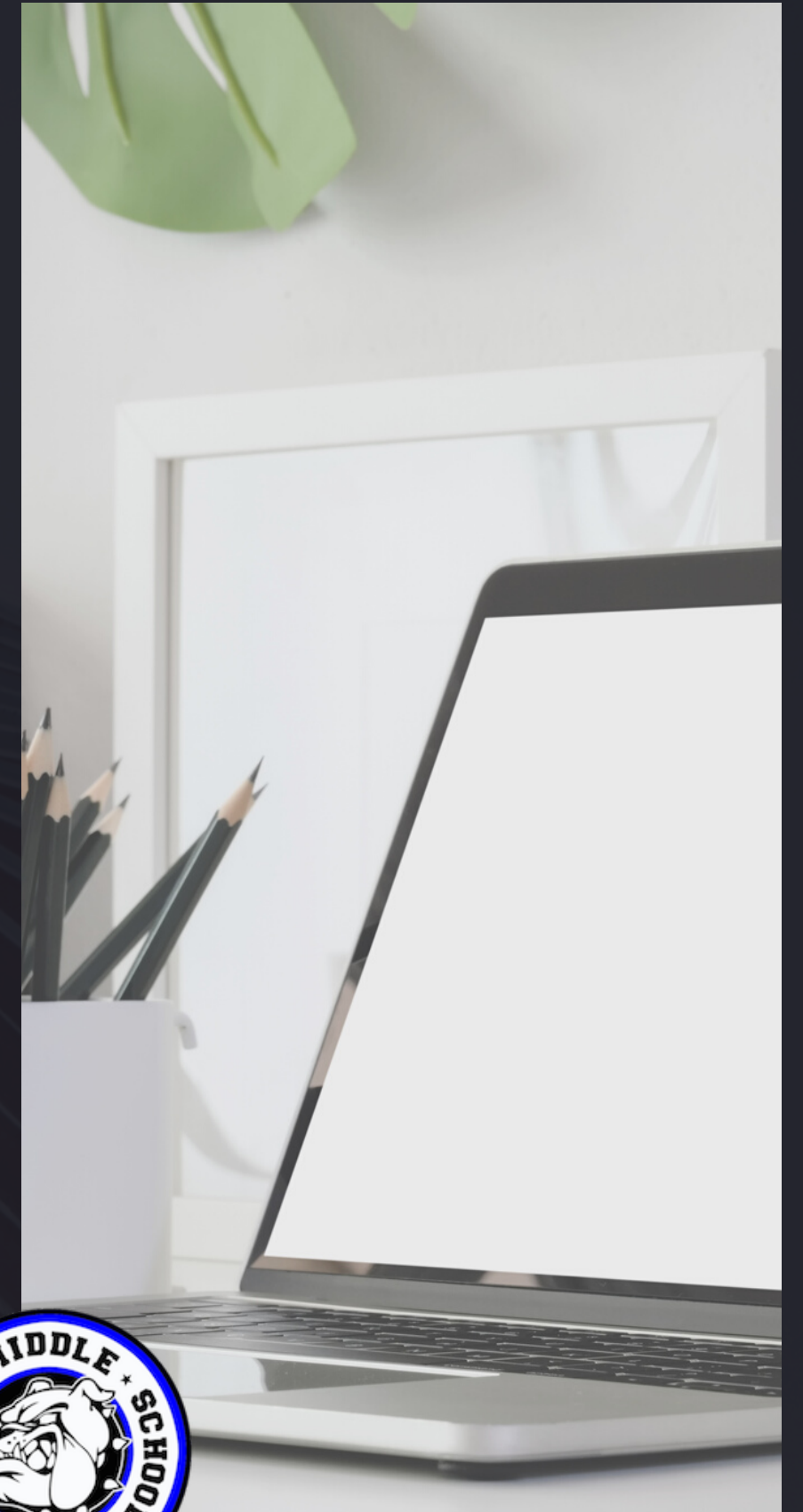
Teaching students how to interact online helps ensure a good experience for both students and teachers.

Teachers know the value of establishing class routines. Good routines set the foundation for a productive year, make life easier for students and teachers, save time, and improve learning. - *Lisa Walton*

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PREPARING FOR CLASS

Teachers should provide students with classroom or meeting codes, usernames, and passwords as early as possible, and should use the same usernames for as many applications as possible. I keep a spreadsheet of each student's login credentials. I share this with students via email and an index card that I send home. I encourage students to keep this information in a safe, accessible place.

Students should find a quiet place to learn, if that's possible. Teachers should communicate the importance of trying to minimize distractions, but it's important to remember that not all kids will have this luxury. They should also collect course materials before class begins, making sure that devices are charged and connected to the internet, if applicable. Students who do not have access to online classes can check in with their teacher via phone.

All students should come to class meetings, however they occur, with completed assignments and questions for the teacher.

- Lisa Walton

COMMUNICATING WITH PARENTS OR GUARDIANS

Parent communication is also important. Email, phone, text, and apps like Remind or Seesaw are all appropriate. It's a good idea to provide parents with access information digitally and in hard copy. Don't forget to establish office hours so that you're not inundated with phone calls at all hours of the day.

Teachers should be strategic in recommending supplementary learning materials for students. Don't provide a laundry list of 50 math websites and learning games. Rather, select two or three that best support your curriculum. Otherwise, you risk overwhelming families.

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