

Parents & Guardians,

If we may have to switch to virtual learning, we have practiced learning on Chromebooks. This will be a learning curve for all of us, but especially our young learners. Below are some reminders, instructions, and rules that will be helpful for both you and your students.

Reminders:

- Please charge Chromebooks each night so they are ready to go for the day. The few that need to be kept plugged in please do so.
- Your child will need their 'driver's license' to log on. That is a QR code through Clever. Most students know that they hold the code up to the camera. That signs every student in to all the accounts they will use during virtual learning without asking them to remember a password or username. Keep this inside the Chromebook for safe keeping.
 - If you lose your Clever login, please contact your teacher.
- Schoology is the learning platform we will be using. We have it on the Chromebook as a shortcut. If for some reason you delete the shortcut, go to ucasd.schoology.com.
- Chromebooks for grades K4 – 2nd are touchscreens.

Instructions:

1. Log onto your Chromebook using your Clever login.
2. Click the shortcut that says Schoology.
3. Click "My Course"
4. Go to the blue Zoom folder. Click on the letters (words) beside the folders.(Always click on the letters.)
 - Then click on the zoom meeting link. They may type in their full name or just the first letter.
 - Then click the blue join button.
 - Then click the blue join with video. Their teacher will then admit them into the zoom meeting.
5. Their teacher may ask them to go to the folder for the day and click on another folder to access the activity they are to do. (Some may need help with this.)
6. Your student may use some materials that were sent home. PLEASE keep the materials in a safe place, like a bookbag.
7. When class is done the teacher will say our goodbyes and end the zoom meeting for all.

Rules:

- Be on time for school. Attendance will be taken.
- Sit at a desk or a table so you are ready to learn and participate.
- Be in a room with no distractions like people or a TV that is on.
- Parents, you do not always need to sit beside them, we are very independent, but be nearby if they would need help navigating through Schoology or getting out the correct materials.
- Dress appropriately for school, no pajamas.

- Do not eat while zooming. We will take breaks when they can go to the bathroom, play or eat something.
- Do not bring toys or pets while zooming. (We need to model and act as if we are in the real classroom, so we are not distracted and all our friends will benefit from our learning experience.)
- Everyone should be muted unless your teacher asks you to unmute.
- Take extra care of your Chromebook and all your materials. We will be using them when we return to the classroom.

If you have any questions, please do not hesitate to ask!

Thanks for all your help; we look forward to seeing all their smiling faces through zoom. We will surely miss seeing them in person!