# Virtual Learning Expectations

## Synchronous vs Asynchronous

**Synchronous** = “live” teaching and learning virtually in real time

**Asynchronous** = recorded lessons and assignments pushed to students

- Direct instruction may either be “live” and/or recorded and shared with you in Schoology
- Teachers may ask to meet with your class “live” on Monday-Tuesday and Thursday-Friday (see virtual class schedule)
- Homeroom classes will meet “live” every Wednesday – your teacher will provide additional information
- Mondays and Thursdays = A days, Tuesdays and Fridays = B days

## Assignments

- Read all directions and examples
- Pay attention to due dates and complete assignments on time
- Follow virtual class schedule by teacher direction
- Communicate with your teacher if you turn in a late assignment per your team or teacher’s directions
- Independent work may be assigned on Wednesdays

## Classroom Meetings

- Will be held through Google Meet or Schoology Conferences
- Class meeting links should not be used for student-only meetings; all meetings should have teacher supervision
- Be on time and stay until the end
- Enter meetings with yourself muted
- Keep yourself muted while others are talking
- Follow teacher directions on how to “raise your hand”
- Use the chat features appropriately
- Be an active participant

## Communication

- Schoology Messaging
- Email:
  - check your email frequently
  - teachers are not able to return emails immediately; do not expect responses outside of “school hours”
  - recheck all written directions prior to emailing questions
  - be detailed and as clear as possible in your request

## Organization

- Keep track of assignments using your school planbook
- Reference Schoology calendar and/or team calendars for due dates
- Organize your Google Drive files – utilize folders
### Environment
- Be aware of what is in the background during live class meetings and recordings
- Find a quieter place to work, especially during class meetings
- Wear school appropriate clothing during live meetings and video recordings

### General Expectations
- Attendance is required for all class meetings during the daily scheduled time
- School rules regarding general student behavior still apply
- The Commitment Process will be used to address students who fail to comply with academic and behavioral expectations
- Be a good digital citizen

### Virtual Class Schedule

<table>
<thead>
<tr>
<th>Monday (A) – Tuesday (B)</th>
<th>Wednesday</th>
<th>Thursday (A) – Friday (B)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homeroom</td>
<td></td>
<td>Homeroom</td>
</tr>
<tr>
<td>8:00-8:20AM</td>
<td>Work independently - teachers are available, as needed</td>
<td>8:00-8:20AM</td>
</tr>
<tr>
<td>1st Hour: 8:25-9:05AM</td>
<td></td>
<td>1st Hour: 8:25-9:05AM</td>
</tr>
<tr>
<td>3rd Hour: 10:05-10:45AM</td>
<td></td>
<td>3rd Hour: 10:05-10:45AM</td>
</tr>
<tr>
<td>4th Hour: 10:55-11:35AM</td>
<td></td>
<td>4th Hour: 10:55-11:35AM</td>
</tr>
<tr>
<td>BREAK/LUNCH 11:35-12:05PM</td>
<td></td>
<td>BREAK/LUNCH 11:35-12:05PM</td>
</tr>
<tr>
<td>5th Hour: 12:05-12:45PM</td>
<td></td>
<td>5th Hour: 12:05-12:45PM</td>
</tr>
<tr>
<td>6th Hour: 12:55-1:35PM</td>
<td>Homeroom Class Meeting: afternoon time determined by Teacher</td>
<td>6th Hour: 12:55-1:35PM</td>
</tr>
<tr>
<td>7th Hour: 1:45-2:25PM</td>
<td></td>
<td>7th Hour: 1:45-2:25PM</td>
</tr>
</tbody>
</table>

### Teacher Availability

<table>
<thead>
<tr>
<th>Monday (A) – Tuesday (B)</th>
<th>Wednesday</th>
<th>Thursday (A) – Friday (B)</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:00-8:00AM: Teacher collaboration, small group work, and office hours</td>
<td>AM: Teacher collaboration, planning, office hours, small group work</td>
<td>7:00-8:00AM: Teacher collaboration, small group work, and office hours</td>
</tr>
<tr>
<td>8:00-2:25PM: Teachers are teaching and may be unavailable</td>
<td>PM: Homeroom meeting, teacher collaboration, planning, office hours, small group work</td>
<td>8:00-2:25PM: Teachers are teaching and may be unavailable</td>
</tr>
<tr>
<td>2:25-2:55PM: Office hours</td>
<td></td>
<td>2:25-2:55PM: Office hours</td>
</tr>
</tbody>
</table>