

Upper School Remote Learning Checklist

BEFORE SCHOOL	<ul style="list-style-type: none"><input type="checkbox"/> Is my Chromebook charged?<input type="checkbox"/> Do I have my headphones?<input type="checkbox"/> Have I looked at my Google calendar to preview my schedule for the day?<input type="checkbox"/> Do I know where to find the Zoom links for all of my classes/sessions?<input type="checkbox"/> Have I left myself enough time to get ready (eat breakfast, get dressed, etc.) before homeroom begins?
BEGINNING OF CLASS/SESSION	<ul style="list-style-type: none"><input type="checkbox"/> Am I showing up ON TIME for class?<input type="checkbox"/> ARE MY VIDEO AND AUDIO TURNED ON?<input type="checkbox"/> Am I listening to the teacher's directions and requests regarding the lesson(s) and activities planned for that class?
DURING CLASS/SESSION	<ul style="list-style-type: none"><input type="checkbox"/> Am I turning my AUDIO and VIDEO on when my teacher asks me to?<input type="checkbox"/> Am I turning my audio OFF when my teacher asks me to?<input type="checkbox"/> Am I making myself "visible" throughout the class period in a variety of ways (participating in polls, asking questions privately in the chat, using "reaction" tools and symbols in Zoom, participating in Google discussion boards, etc.)?<input type="checkbox"/> Am I interacting with my classmates, teacher(s), and therapists in a civil, constructive, and self-reflective manner (during class discussions, group/partnered activities, in Zoom chats, discussion boards, etc.)?<input type="checkbox"/> Am I self-advocating when I'm having difficulty by asking questions and asking for support when I'm confused or having difficulty?<input type="checkbox"/> AM I STAYING ON TASK DURING INDEPENDENT WORK TIME?<input type="checkbox"/> Am I taking short breaks (and asking the teacher before doing so) when I need it?
END OF CLASS/SESSION	<ul style="list-style-type: none"><input type="checkbox"/> Are my video and audio turned on ?<input type="checkbox"/> Have I asked any questions I have about today's lesson/work?<input type="checkbox"/> Have I written down the homework in my planner ? Have I asked any questions I have about the homework?

Upper School Remote Learning Checklist, continued

AFTER SCHOOL

- Have I completed my homework?
- Have I reached out to teachers via email about any questions I have, difficulty I'm having, or Basis appointments I want to set up?
- Have I previewed my schedule for the next day on Google calendar?
- Is my Chromebook on the charger?
- Have I cleaned up/organized my work space?
- Have I done something relaxing or fun to help decompress (watch a show, listen to a podcast, read a book, play cards/board game with family, bake a sweet treat, etc.)
- Am I going to bed early enough (enough to get at least 8-10 hours of sleep)?

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