**Mrs. Spengler’s 8th Grade Language Arts Virtual Learning Guide**

**Part 1: Learning Platform**

1. All classwork will be completed in Google Classroom.
2. The district has created a google classroom for your child already. There is no need for them to request access to their course.
   1. To access google classroom go to [www.classroom.google.com](http://www.classroom.google.com).
      1. The username will be: **s + ID# + @gse.cusd80.com**
         1. For example, if a student's ID number is 123456, their username will be **s123456@gse.cusd80.com** (the s must be lowercase).
      2. Their initial password will be **s + ID# + !**
         1. For example, if a student's ID number is 123456, their password will be **s123456!**
         2. At this time, students are not required to change their password (they will be in the near future), but I encourage your student to change their password and write it down in a place that both you and them can access.
3. There will be times that your student will access other learning platforms and resources, but all access points will be via the google classroom (either a direct link, or a synced account).

**Part 2: Daily Schedule**

1. Students are expected to follow their assigned schedule daily (see below) each day during the week (Monday- Friday).

|  |  |
| --- | --- |
| **Period** | **Time** |
| 1 | 9:02am-10:08am |
| 2 | 10:12am-11:18am |
| 3 | 11:22am-12:28pm |
| 4 | 12:32pm-1:38pm |
| 5 | 1:42pm-2:48pm |
| 6 | 2:52pm-3:58pm |

1. I’ll be adding content and hosting instruction to Google Classroom each day during the week.
2. Students need to be logging into and participating in their classes each day during the week to meet attendance.
3. I will be available live via Google Meets during your child’s ELA period each day.
   1. Your child will access Google Meets directly in their classroom via a posted link.
4. My live interaction will consist of the following on any given day:
   1. Teacher-lead direct instruction.
   2. Whole class or small group student activities.
   3. General question and answer sessions.
5. Every day I will post a pre-recorded video that reviews any content/material that was covered during live sessions. These videos will remain in the course for reference for the entirety of the school year.
6. Copies of all assignments/materials that were discussed in live sessions will be posted in Google Classroom as well.

**Part 3: Google Classroom**

1. All course material will be posted in Google classroom throughout the week.
2. I will not be posting work in advance. Each days’ assignment will be available the morning of the day I plan to teach the content.
3. I’ve included a link for [How to Use Google Classroom for Parents](https://youtu.be/IgS-hoSIjnw) for you to reference. I highly encourage you to maintain access to your child’s google classes (have them share their password with you). I do not expect you to do the work with your child, but it will be helpful to see what content your child is working on, and you’ll be able to see for yourself whether or not your child has turned in assignments.
4. All work will be assigned and turned in via Google Classroom, but official grades for assessments and classwork will be recorded in Infinite Campus.
   1. If you are not already set up to receive notifications in Infinite Campus, I would encourage you to do so. You’ll receive a weekly report on any missing assignments your student has.

**Part 4: Curriculum and Instruction**

1. To begin the year, we’ll be focusing on the following skills/standards during the first quarter:
   1. Digital Literacy
   2. Narrative Writing
   3. Making Inferences (explicit and implicit)
   4. Characterization (direct and indirect)
   5. Voice/Tone/Mood (in both reading and writing)
   6. Figurative Language.
2. To achieve mastery of these skills, we’ll be examining a variety of texts, media, and resources. We’ll read short stories, non-fiction, view short videos, listen to podcasts and songs, as well as traditional and multimedia art. We’ll also be practicing narrative writing and some traditional formal writing.

**Part 5: Grades**

1. I will be weighting my grades as follows: 60% Assessments and 40% Classwork/Assignments.
   1. Any assignment that shows mastery of a skill or concept can be included in the assessment category. This would be a worksheet completed independently, an essay, a project, a presentation, etc. All other assignments will count towards classwork.
   2. Some assignments will be graded for completion (typically if it is completed together in class or as practice building up to independent work), and some assignments will be graded for accuracy (looking at all skills or just a single one).
   3. Due to the nature of virtual learning, most assessments assigned during our time online will be a product rather than a traditional test.

**Part 6: Communication/ Office Hours**

1. I will be on campus M-F between the hours of 8:30am to 4:30pm.
2. Email will be the easiest/fastest form of communication, as I’ll be live with students throughout the day.
3. I can be reached at [spengler.lindsie@cusd80.com](mailto:spengler.lindsie@cusd80.com) or 480-224-2476. Please allow 24 hours for me to respond, as I do not typically check my email in the evenings or on weekends.
4. I realize some conversations are just easier to have over the phone or face to face, so please let me know if you need to schedule a phone or video conference. I’ll be happy to set one up before or after school.
5. For the first few weeks, I’ll be sending weekly emails home that contain any information I think would be beneficial to you (tech directions, updates on how class is going, important upcoming dates, etc.). As we all settle into our new normal I’ll likely discontinue the weekly emails and only reach out if I have a concern or celebration for your individual child.

**Part 7: Technology Issues**

1. Technology issues are bound to happen. I understand this. Your child will not fail my class because of tech issues. Just keep open communication with me, and we’ll work it out.
2. If your child is having difficulty navigating the any of the online modalities, please refer to the following recourses.
   1. [Google Classroom Teach Support for Students](https://support.google.com/edu/classroom/answer/6315899?co=GENIE.Platform%3DAndroid&hl=en)
   2. [Google Classroom Tutorial for Students](https://www.youtube.com/watch?v=onkTcKg7Lyo)
   3. [Google G Suite Tutorial for Students](https://www.youtube.com/watch?v=gydbPH_bxD0) (overview of all tools students have access to in G Suite such as Gmail, google docs, google slides, google sheets, etc.).
   4. [Infinite Campus Student and Parent Guide](file:///C:\Users\spengler.lindsie\Documents\Getting-Started-Campus-Student-Campus-Parent.pdf)
3. If you cannot find the answer to your question via the above links, and I’m not available, do not overlook the power of the Google search.
4. If your child accidently deletes an assignment or a worksheet in google classroom, they can access it via their drive.
5. Be sure to email me at the time of the issue with a description of the problem. Even if I can’t respond immediately, you’ve documented that your child is having a tech issue and I have a better idea how to help.

**Part 8: Course Materials**

* + - 1. During virtual learning students will need the following:
         1. Computer with internet, webcam, and microphone.
      2. **When we return to in-person instruction, your child will need the following materials.** Please note that all the materials listed below will be utilized in all classes. You **DO NOT** need to purchase a set for each core subject:
         1. 3” 3-ring binder
         2. 2 writing utensils (pen and pencil)
         3. Crayons, colored pencils or markers
         4. Glue stick or tape
         5. 1 eraser (not counting end of pencil)
         6. 1 pencil pouch in front of binder
         7. 1 highlighter (you’ll need 5 colors for ELA)
         8. calculator