

Virtual Classroom Guidelines

PREPARE IN ADVANCE

Bring your device/charger and any hard copies/workbooks home.

Know your login information.

Join your teacher's Google Classrooms.



HOURS & ATTENDANCE

Attendance will be based on completion of assignments posted or sent home and returned.

Optional Office Hours via Google Meet will be communicated by your teacher (between 10:00 am-1:00 pm).



SET UP A WORK ZONE

Find a distraction free place to focus on your work.

Have your materials nearby.

Set a schedule like you were at school.



ASSIGNMENTS

Work through Google Classroom or the hard copies that were sent home.

Submit through Google or bring back hard copies on Monday.



OVER-COMMUNICATE

Stay logged in if possible.

Check your school email and communicate if you are having trouble.

Log in to the office hour sessions for help or clarification.

Contact hrt@newportsd.org or call (717)567-4005 for technology help.



TIPS FOR SUCCESS

Charge your device daily.

Give yourself at least two 20-30 minute breaks (stretch, exercise, etc).

Be sure to eat some snacks, lunch, and drink plenty of water.

