



Beginning the Transition to Distance Learning: Technology

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Dear Saint Mary's Hall Families,

Although our learning environments have changed for the near future, the Saint Mary's Hall technology department is as ready as ever and eager to support you. Please read the following hints and reminders to "help us... help you" successfully transition to distance learning. In a way, Saint Mary's Hall students and teachers already engaged in distance learning; you may find that you're more ready than you thought:

1. Many of our existing workflows and communication channels function from home the same way they do on campus. Refer to your division's distance learning plan for specifics, but in general:
 - a. Parents:
 - i. We'll continue communicating with you through established channels
 - ii. Logging into www.smhall.org will work the way it always has, including linking to the Parent Portal (My SMH Backpack), where you may monitor your child's assignments and progress
 - b. Students:
 - i. Your smhall.org email will be essential for communicating with teachers. [Click here](#) for a refresher on accessing your SMH email (Form 3 and above)
 - ii. Logging into www.smhall.org will work the way it always has, including linking to the Student Portal (My SMH Backpack), where you may monitor your assignments and progress
 - iii. Your files on [OneDrive](#) and [Google Drive](#) are accessible from home, too
2. As a campus, we've adopted Zoom for "cloud" meetings
 - a. This means that for face-to-face interaction (for example, interactive classes, advisory meetings, etc.), we'll use Zoom – an easy to [set up](#) and use platform
 - b. Zoom only requires a computer or smart device (phone or tablet) with a microphone and an internet connection to work.
 - c. To join a Zoom meeting, you do not need an account
3. You may have technical questions or challenges. We're here to help!
 - a. Please email your teacher and support@smhall.org with your question or need
 - i. We're available Monday through Friday, 7:00am – 5:00pm, and we'll do our best to get to all requests in a timely manner

We understand that you're probably already adjusting to a lot; we'll close by simply saying, "You've got this – but if you think that you don't, help is only an email away."