



MANAGING A 1:1 CLASSROOM

SCHOOL TO HOME MODEL RECOMMENDATIONS

START BY ESTABLISHING ROUTINES, PROCEDURES AND EXPECTATIONS

DEVICE ACCESSORIES

All devices and chargers should travel to and from school to daily and over the weekend

Charging Station/Area



Designate an area in the classroom where students can use their chargers if needed

When not in use devices will go...



- in desks
- in book boxes
- in cubbies
- on center of table
- in backpacks

Headphones will go... in Ziploc/storage bags



- in a crate/basket
- in book boxes
- in cubbies

Keyboard Tips



- Be gentle with keys
- Use "typing hands"
- Use keyboard shortcuts
- Post **shortcuts poster**

MAINTENANCE

Students are responsible for maintaining and caring for their devices

Save Battery Life/Be Prepared



- Charge devices nightly
- Power down devices at the end of the day and over breaks

Check Devices



Set quarterly device check dates and wipe down devices with screen wipes

Protect Devices



Put devices away during snack time or when using glue or other things that might cause damage

Train your Students



Print, post and empower your students to troubleshoot device issues
Poster

USING DURING ACTIVITIES

Model how you want students to use their devices

Starting/Ending the Day



- Start Securely (T)
- Log into devices (S)
- End Class after each class session (T)
- Close all tabs (S)

Choose Seating Arrangements



- On the carpet
- Station rotations
- Small groups
- Collaborative groups

Getting their Attention

Teacher Says...



- "Lean your Screen"
- "Shark Bite"
- "Acute Angle"
- "45 Degrees"

Practice Digital Citizenship



- Safe handling
- Safe to share or not
- Kind words & actions
- Photo etiquette

Just like you have routines for coming in & unpacking backpacks, you must create procedures for how devices are used in your classroom.