



# MANAGING A 1:1 CLASSROOM

## CART MODEL RECOMMENDATIONS

START BY ESTABLISHING ROUTINES, PROCEDURES AND EXPECTATIONS

### STORAGE/RETRIEVAL

All devices should be stored/charged in the carts provided by the district at the end of the day and on weekends

#### Device Manager Job



In charge of **charging devices** at the end of the day

Optional Classroom Job

#### Table Manager Job



In charge of **unplugging/charging devices** for their table group

Optional Classroom Job

#### When not in use iPads will go...



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

#### Headphones will go in Ziploc/storage bags...



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

### MAINTENANCE

Students are responsible for maintaining and caring for their devices

#### Save Battery Life



Power down devices on Fridays or the day before a holiday break

#### Check Devices



Set a date to do a device check 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



Use **this checklist** to train your students how to use their devices and present them with a **special badge (PK-1)**

### USING DURING ACTIVITIES

Model how you want students to use their devices

#### Starting/Ending the Day



- Start Apple Classroom or Securityly (**T**)
- Log into devices (**S**)
- **End Class** after each class session (**T**)
- Close all apps/tabs (**S**)

#### Choose Seating Arrangements



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

#### Getting their Attention



iPads: **"Apples Up"** (you should see the apple pointing to the ceiling)

Chromebooks: **"Lean your Screen"** or **"Shark Bite"**

#### 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.