

Teacher Planning Guide

Task	Considerations
Set Up Remote Learning Logins	<ul style="list-style-type: none"> ● If you're using Seesaw for the first time, first begin with our Getting Started Guide ● Students will login using Clever at http://clever.com/in/bartlettschools . ● Click the link to view a tutorial video on how to login on a laptop or tablet.
Design a Home Learning Strategy and Routines	<ul style="list-style-type: none"> ● Find, customize, or create learning activities in Seesaw <ul style="list-style-type: none"> ○ Sample activities by grade and subject ○ How to use Seesaw Activities ○ What blend of digital and analog resources will you provide? ● Create learning guidelines (Sample Planning Template) <ul style="list-style-type: none"> ○ How often will learning activities be sent home? <i>Set times, daily, weekly</i> ○ How many activities will students complete daily/weekly? <i>Make it sustainable for you and students</i> ○ When do students submit work? <i>Daily, weekly</i> ○ What daily routines best support home learning? <i>Morning message, afternoon reflection, extension activities</i> ○ What kind of feedback and interaction will you provide? <i>Make it sustainable</i> ○ How will you celebrate hard work and accomplishments? ● Create supports for students <ul style="list-style-type: none"> ○ Activities that don't require tech - English Spanish ○ Make a plan to ensure students feel connected with you and other trusted adults Trauma-informed best practices
Communicate with Families	<ul style="list-style-type: none"> ● Decide how and when families receive communication, inspiration, and support <i>Create a schedule for when you'll be available</i>

[Seesaw Webinars for Remote Learning](#)