



Summer Orientation for Teaching Online

Presented by Rachael Pecore-Valdez,
Programs & Outreach Director

June 17, 2021, 6:30 – 7:30 PM

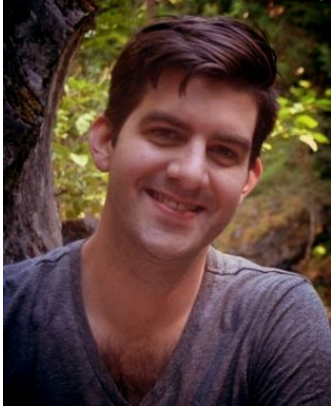
Tonight's Agenda

- Welcome and introductions
- SA Support
- Online platform - Zoom plus Google Drive
- Online handbook Review
 - Online classes are not the same as in-person!
- Q & A - Shared learnings

Tonight's slides will be posted to
<https://www.saturdayacademy.org/instructor-resources>



2021 Online Classes Support



Walter - IT Associate:
Email accounts,
Google Drive, Zoom
tech questions



Rachael - Programs Director:
Online summer classes
coordinator, student behavior,
content, emergencies.



Emily -
Communications &
Development:
Monday class starts,
calling absent
students

Interns Josey and Sean are available this summer to support your class, especially if you need breakout rooms.

Stranger danger!: Know who's in your class at all times!



Class Platform = Zoom + Google Drive

- You will receive a teacherX@saturdayacademy.org to access both Google Drive & Zoom meetings.
 - Walter will email login info to your personal email.
 - Note some zoom accounts may have other classes scheduled.
- Use Google folder that Walter created under “Shared with Me,” do not use “My Drive.”
- You’ll find a class outline template in your Google folder, please fill it out for parents/students.
- Add resources, students can upload work etc.

Any questions about software, logins, etc, please reach out to walter@saturdayacademy.org.



2021 Online Content Planning

- **Optimize** your limited time together! - Offer resources for independent learning in Google folder.
- **Mind your lecture time** - Don't cram it in!
- Activities with supplies/software - **What's truly necessary?** Add in shipping time.
- **Encourage interactions!** - Chat, unmute, padlet, miro, polls, show and tell...
- **Check for understanding** - from 1 to 5 where you're at? (1 = What you're talking about? 5 = Cruising).

Remember to complete SA Class Outline in your Google Drive folder!



2021 SA Handbook for Teaching Online

- Welcome students as they join:
 - Request camera on if possible for introductions and ground rules
 - Add info line 503-200-5858 to chat for tech glitches
- Constant witness applies - trios at all times:
 - An SA background-checked adult must be in “room” at all times including breakout rooms
- Add a Google Doc for questions and communications with students between class sessions. Set a time, and let students know when you’ll check it and respond
- Contact SA if need to reach parents/students - if urgent use teacher@ email but ‘cc SA Program staff



Have a great term!

Approach this summer with empathy, flexibility, and an equity mindset. Strive to build community in the classroom on a daily basis, make sure that everyone is seen, heard and valued. Hold students at the center of your planning and activities, and as always take care of yourselves.





Share out: Questions, tools and tricks?

saturdayacademy.org

... follow your curiosity!