Elementary Professional Develop to Preparation for Online Learning

Directions: All teachers are asked to complete the highlighted training. All other training links are available based on your needs. Click on what you need. It is highly suggested that you review the Instructional Design links. These will be helpful as you create your online learning.

Content	Self-Paced Professional Learning	Description
AEA Support for Online Learning (updated Oct 13th)	● GWAEA Continuous Learning Field Guide (added Oct 13th) ● Digitize your Classroom PD (Sept 2020) ● AEA Webinars- Recorded sessions are linked in the document (Aug 2020) ● More courses available through AEA PD Online: 　○ Courses (Sept 4)	Check out the variety of 1 hour sessions
Teaching Online _ jumping in during a pandemic	■ Emergency Learning	Please read through the self-paced slides and view the available videos.
Teaching Online **(June 2020)**	Planning for Emergencies (30 slides) Welcome Video	Additional learning opportunity Planning for Emergencies is now available. If you are interested in it, you can access that course at any time at https://moodlesw.aealearningonline.org/mod/checklist/view.php?id=141258.
Need to Know (as per the Iowa Department of Education's Continuous Learning Plan)	● Copyright Ethics (Aug 2020) ● Copyright & Fair Use Crash Course; ● Principles: Accessibility; ● Legal Considerations for Teachers	Quick videos and/or slides per link

LMS System_ Google Classroom Who will need a Classroom? Classroom and Special teachers; SE, EL, & Title will be collaborators	• Creating a Google Classroom • Step by Step Directions (written) • Getting Started with Google Classroom • Google classroom webinars from SimpleK12 (added 6/1)	Remember_ PowerSchool will roster the students automatically to google classroom. See the communication. This video will help you to create a google classroom Webinars are free, however, you will need to create an account to access these. There are a variety of webinars regarding virtual learning. Please check this out. (added 6/1)
Additional Google Training videos (July 2020)	A suite of Google Training videos **(July 2020)** https://teachercenter.withgoogle.com/first-day-trainings/welcome-to-classroom	Resource provided by GPAEA

Google Tools	• Getting started
	   ○ Google Docs
	   ○ Google Slides
	   ○ Google Jamboard
	   ○ Google Sheets
	   ○ Google Sites
	
	• Creating a Quiz in Google Classroom
	   ○ Google Forms
	   ○ How to create a quiz
	   ○ How to create a quiz in locked mode
		Jamboard is an online whiteboard. This would be helpful for demonstrating math problems.
		
		Make sure you check out google forms. You can use this tool to make assessments.

Inserting a link	[Adding a link](#) [Step by Step Directions](#) (scroll to hyperlink section)	Just in case you need assistance in this area. Linking documents within your google classroom will be essential.
Parent Communication [Remind information for parents](#)	- Remind [Ottumwa Schools : Remind Train the Trainer](#) **(August)** slides 14-18 [Getting Started for Teachers](#) [Remind Tutorial](#) [PD Slideshow](#) [Remote Learning Tips](#) [Distance Engagement Tips](#) Information shared from the training 9/11/20 [How to guide](#) [Remind Teacher Guide](#)	Remind is a platform that can achieve one-way communication for simple alerts and reminders for families. This could also be used for a gentle nudge to students about upcoming events, coursework, etc. Remind can also achieve two-way communication so that the families and the students have a secure open line of communication with the staff. Some of the communication mediums that can be utilized are text, call, email, or for more features such as built-in translation, the Remind App. This platform connects directly into PowerSchool to import courses, students, and parent/ guardian contact information to eliminate the burden of staff tracking down all of this information.
Video Production	- Screencastify: [Training Courses](#) [Saving & Sharing Options](#) [Classroom Resources](#) [25 Uses with Google Apps](#) [50 Uses in the Classroom](#) [Using screencastify for assessment](#) (Dec 15, 2020)	The district will purchase Screencastify for video recording and creation. Teachers will gain access right away and remotely. This is a Chrome Extension that will be deployed out, [see here](#) for an image. Until the purchase is made, please [use this video](#) with instructions on how to redeem a promo code valid until 06/30/2020. The promo code is **"CAST_COVID"**. Videos demonstrate how to record a tab, window, webcam, and/or microphone individually or all at once.

		The training courses have numerous training videos ranging from the basics to more advanced features.
Video Conferencing	• [Learn to Use Google Meet](#) • [Getting started with Google Meet](#) • [Creating Breakout rooms (Aug 2020)](#)	Google Meet will be our primary means for conferencing as the free version of Zoom will be ending soon
Kami (Sept 1) Teacher version_ Now available to all teachers	Here's a "How-To" article on our Knowledge Base, showing how you can use Kami for Remote Learning, including a link to a demo video https://help.kamiapp.com/en/articles/3771502-using-kami-for-remote-learning. **For a one page Kami /Google Classroom guide aimed at students and parents:** [Click here](#) **Video:** [Click here](#) **Teacher Guide for Google Classroom Integration:** [Click Here](#) **Video:** [Click Here](#)	*We have Free access at this time:* With the fully licensed Kami application, you will be able to take advantage of: • The Google Classroom integration to seamlessly assign any document type to be worked on in Kami online and students are able to turn in their completed schoolwork out of Kami right back into Google Classroom. • Kami enables teamwork and caching through collaborative annotation and discussion. You can retain the classroom learning environment online. • The embedded audio and video comment tools, so teachers and students can discuss problems or deliver instructions or feedback.

		● The signature tool, so documents can be signed and returned if you don't have a printer at home.
Classkick- available to all elementary staff	[Teacher hub](#)- getting started	
[Pear Deck](#) **(August)** **Please confirm email invite to Pear Deck (8/22/20)** **Now in Clever for easy access (9/11/20)**	New Resources: Oct. 13th: [Central Rivers' Pear Deck Resource](#) [GWAEA Pear Deck Handbook](#) Latest information (Aug 16) - See [document](#) for links [Training Videos](#) (Aug 24th) August 30th: Here's a link to the [webinar recording](#), and a link to the [101 deck I used to present](#) - you'll be asked to make a copy of the deck before opening, but please feel free to use it for your own trainings. - Here's a [recorded PowerPoint webinar](#), plus more [general information](#) about the Pear Deck add-in for PowerPoint. - Here's [a link to Pear Deck's premade content](#), like our Templates, Weekly Wonders, and the Newsela Daily Decks.	**What is it?** [Pear Deck](#) is a communication platform that lets teachers create interactive assessments and presentations that students can follow from their personal devices. It is used in conjunction with Google slides and assists teachers with designing engaging learning experiences and embedding formative assessments into online classrooms, and is designed to integrate with your district's existing tools including both Google or Microsoft applications.
Instructional Design	● [Principles of Quality Instruction](#)	Don't let the many tabs frighten you.

	- [Guiding Principles of Instructional Design](#) - [Designing Online Lessons](#) - [Planning Your Lesson](#) - [Spoken/Recorded Online Lessons](#) - [Preparing Your Speaking Voice](#) - [Interactivity in Spoken/Recorded Lessons](#) - [Text-Based Lessons](#) - [Narrative Style and Structure](#) - [Interactivity in Text-Based Lessons](#) - [Using Images](#) - [Infographics](#)	Simply click on those topics that look interesting. Each link contains between 10 and 20 slides with information for designing a course. Though you may not be "designing" a course, these links contain information that can be applied to your google classroom and teaching remotely.
Review of Digital Elementary Curriculum Resources Use of our digital literacy and math resources will be essential for online learning.	- [Technical Assistance for Journeys](#) NEW: Digital [EDM Math Jrl_ How to](#) access (9/11/20) - Every Day Math [Virtual Learning Community](#) Go to Login in the upper right corner and in the box that opens click "Join the VLC". - Every Day Math - [Student Online Access and Teachers Accessing Student Digital Work](#) - [Everyday Math Digital Materials](#) - [Connecting EDM and Google Classroom](#)	These technical assistance documents are located on the district website. Most documents are "cheat sheets" for Think Central that were created by CILs, including how to assign content and access student assessment scores. EDM Virtual Learning Community has numerous resources and videos. This video demonstrates online student resources and how teachers can assess student online digital work. (45 mins) The last link provides a Quick Start guide of "how to's" for the digital resources that can be printed as needed.