

## Details

*From Overwhelming to Optimal: Sharing Just Enough Student Work with Families - 208*

*In this episode, I share tips on how to strike a balance with keeping families informed about what is happening in their child's classroom so no one feels overwhelmed. You'll also hear how to optimize the process of sharing student work with families using time-saving strategies and digital tools to maximize your time and energy throughout the school year!*

**Link to live show notes:** <https://classtechtips.com/2023/03/28/sharing-student-work-208/>

*\*sharing student work*

## Introduction

Hello there, my name is Monica Burns and welcome to today's episode of the Easy EdTech Podcast!

I'm a former NYC public school teacher and started the Easy EdTech Podcast in 2019 to share my favorite tips, tricks and strategies for technology integration. You'll hear stories from my time in the classroom, the work I do now with schools and districts, and my travels to different EdTech events.

Each episode is designed to give you ideas you can try yourself, share with a colleague, or bookmark for later in the school year — so don't forget to head to my website [classtechtips.com/podcast](https://classtechtips.com/podcast) for all of the show notes and resources from today's episode.

If you're listening to this episode on Apple Podcasts, Spotify, or Google Podcasts, or another podcast player you'll see the show notes link in the description, too.

## Promotion/Reminder

This episode is brought to you by the Ask, Listen, Learn underage drinking program. April is alcohol responsibility month—are you and your students ready? Ask, Listen, Learn offers free, evidence-based digital resources to empower kids to say YES to a healthy lifestyle and NO to underage drinking by teaching them about the science behind how alcohol affects the developing brain. Visit [asklistenlearn.org](https://asklistenlearn.org) to access the videos, lesson plans, parent resources, and more.

## Today's Intro

This week's episode is titled: *From Overwhelming to Optimal: Sharing Just Enough Student Work with Families*

Keeping families informed of what is happening in their child's classroom is so important! And you're certainly correct that it can feel overwhelming for teachers to manage this type of communication. At the same time, you want to make sure that the information you are sharing with families is worth their time and attention, too. You don't want them to get overwhelmed with a fire house of updates and not realize which information truly matters the most.

In today's episode, I'm sharing several considerations to help you make sure you're sharing a "just right" amount of student work during this school year.

### **Episode Transcript**

**Prioritize and simplify:** Instead of sharing every single thing students work on, decide at the start of the week what really matters. To figure out what really matters, you might choose items to share that connect to a long term goal students are working on, represent a chunk of a larger goal, or simply something students are sure to talk about the moment they get home.

**Attainable not aspirational:** Set yourself up for success but committing to share an amount of work that is attainable for your workload and schedule. Although it can be tempting to start off by sharing lots of examples of student work, you want to make sure that you can actually stick with the cadence you've chosen throughout the school year.

**Share expectations:** Communicate with families what they should expect to have access to throughout the school year. This helps everyone understand what they should have access to, whether it's a gradebook that is updated once a week, or pictures of student work sent home every Thursday.

**Make it easy:** If your Monday schedule seems out of control, don't commit to uploading new examples of student work during that day of the week. Make it easy for your workflow by choosing a day or days of the week to enter updates into a family facing portal so this task doesn't feel like it is creeping up on you at the end of a busy day.

**Canned responses:** I love using templates throughout my workflow and one way to help you save time when sharing updates with families is to use templates, or canned responses. You might use a tool like Text Blaze to shorten the time you spend typing out responses to families. Or you might leverage the templates or canned responses built into popular correspondence tools like Microsoft Outlook or Gmail.

Consistency is key: To make sure families don't feel overwhelmed, and understand exactly how to check in on their child's progress, make sure that you are as consistent as possible with the way you share updates and the frequency with which you update a digital space with student work. This ensures that they will check back regularly and the time you spend sharing updates on student work is well spent.

To make sure you aren't overwhelmed with the task of sharing student work updates with families, make sure to prioritize what is worth sharing, set goals for yourself that are attainable, and communicate those expectations with families.

### **So let's make this EdTech easy with some key points from the episode...**

Prioritize what is worth sharing.

Set goals for yourself that are attainable.

Communicate expectations with families clearly.

Remember, you can find the shownotes and the full list of resources from this episode on [classtechtips.com/podcast](https://classtechtips.com/podcast) and finding today's episode #208!

### **Promotion/Reminder**

### **Outro**

Thank you for tuning into another Tuesday episode of the Easy EdTech Podcast. If you are listening on Apple Podcasts or Spotify, or another favorite app, don't forget to hit the "Follow" button – this way next week's episode will be waiting for you first thing next Tuesday morning.

And if you want to share an idea from the episode with a friend or colleague, text, tweet or post the link on your favorite social media platform – and of course you can tag me @ClassTechTips with any questions!

## Episode Resources

- [Text Blaze](#) (Response templates)
- [Save Time with Custom Templates from Text Blaze](#) (Blog Post)
- [A Two-Way Communication Tool for Teachers](#) (Blog Post)
- [How Schools Can Improve Classroom Communication](#) (Blog Post)
- [A Communication Hub for Schools with Family Engagement Tools](#) (Blog Post)
- [5 Tips for Sharing Online Learning Resources with Families](#) (Podcast Episode)
- [How to Create Top Five Lists of Resources for Families](#) (Podcast Episode)
- [7 Digital Spring Cleaning Tips for Every Educator](#) (Blog Post)
- [Student-Friendly Podcasts for Classrooms and Families](#) (Podcast Episode)
- [Reach Every Family with ClassTag Parent Communication App](#) (Blog Post)
- [The Next Generation of School Communication](#) (Blog Post)
- [Using Technology to Make the School Day Smoother](#) (Podcast Episode)