**Student Technology Lesson Plans**

***Gateway High School***

August 31st - September 4th

***Teachers will implement the following lessons during 1st and 5th period the week of August 31st.***

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| **Blended Learning Instructional Framework: Whole Group Instructional Plan** | | | | | |
| **Lesson/Topic** | **Learning Target** | **Synchronous/Live Instruction** | **Asynchronous Playlist** | **Formative Assessment /Exit Slip** | **Due Date** |
| **Lesson 1:**  ***All About the Basics***  **(8/31/20 & 9/1/20)** | Students will be able to access the teacher website, know who to contact with various issues/concerns, troubleshoot problems independently and navigate Microsoft Teams. | * Do Now: Please post a greeting in the chat! * Teacher and student introductions * Teacher shares screen and shows students how to navigate:   + Teacher website   + Microsoft Teams left toolbar   + Microsoft Teams Page     1. **Channels**     2. **Posts**     3. **Files**     4. **Assignments**     5. **Joining a meeting**   + How to use Help in Teams- search a help topic with students. | Students will submit questions/requests for help using Microsoft Forms. | Student responses to extra help form. | 8/31/20 (1st Period)  9/1/20 (5th Period) |
| **Lesson 2: *Virtual Learning***    **(9/2/20 & 9/3/20)** | Students will understand the virtual learning schedule, expectations for live class meetings vs. Independent learning, and the virtual learning participation expectations. | * Do Now: Please post a greeting in the chat! * Teacher goes through Virtual Learning PowerPoint * Teacher shares screen and shows students the tools available during live class meetings. * Teacher shares screen and shows students how to participate in chats/posts. | Students watch a video and respond to the discussion board in the Independent Learning channel. | Student responses to discussion prompt. | 9/2/20 (1st Period)  9/3/20 (5th Period) |
| **Lesson 3: *Assignments***  **(9/4/20)** | Students will be able to access assignments and resources, and will be able to submit completed assignments. | * Do Now: Please post a greeting in the chat! * Teacher shares screen and shows students how to access assignments and resources * Teacher reviews the ways to submit assignments | Students will complete a teacher-made sample assignment and submit it in Teams. | Teacher will review assignment submissions and provide support to students who are having trouble. | 9/4/20 |

Documents/resources that will be provided Items that teachers need to create

Items that teachers will need to copy or post Items that teachers can personalize/change

**Tech Lesson #1 Checklist: All About the Basics**

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| **Did you:** | **✅** |
| Ask students to post a greeting in the chat section of the meeting. |  |
| Show students how to get to your webpage. |  |
| Show students how to contact you for extra help and/or contact the district for technology help. |  |
| Show students how to view assignments and due dates on the calendar and the weekly planning tool on your webpage. |  |
| Show students how to locate additional resources on your webpage. |  |
| Show students how to access your Teams page from your webpage. |  |
| Show students the tiles/tools available on the left toolbar of Teams (Activity, Chat, Teams, Assignments, Calendar) |  |
| Show students how to use Help in Teams. |  |
| Show students how to find the Teams page for your class. |  |
| Show students the different channels on your Teams page and give a brief description of each. |  |
| Show students where announcements, updates and additional activities will be posted. |  |
| Show students how to access documents and resources for your class through Files. |  |
| Show students how to view assignments through the Assignments tab. |  |
| Show students how to view assignments by clicking on the announcement in the Independent Learning channel. |  |
| Show students how to join a future class meeting through their Teams calendar and/or through the Posts in the Live Class Meetings channel. |  |

**Tech Lesson #2 Checklist: Virtual Learning Information**

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| **Did you:** | **✅** |
| Ask students to post a greeting in the chat section of the meeting. |  |
| Review the Virtual Learning PowerPoint with students.   * Explain the expectations for live class sessions and independent learning. * Explain the Virtual Learning Participation Expectations. * Explain the Virtual Learning Etiquette. * Explain the virtual discussion/interaction guidelines you have created for your class. |  |
| Show students how to use the tools available during a live meeting:   * Chat * Raise hand * Turn video on/off * Turn microphone on/off |  |
| Show students how to post new conversations and respond to conversations in the Posts on various channels. |  |

**Tech Lesson #3 Checklist: Assignments**

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| **Did you:** | **✅** |
| Ask students to post a greeting in the chat section of the meeting. |  |
| Show students how to access assignments through the Assignments tab in the General channel.  *\*\*\*You can do this through the sample team you have been added to as a student.\*\*\** |  |
| Show students how to access assignments by selecting assignment in the Posts on the Independent Learning channel.  *\*\*\*You can do this through the sample team you have been added to as a student.\*\*\** |  |
| Show students how to view the assignment and download any available resources.  *\*\*\*You can do this through the sample team you have been added to as a student.\*\*\** |  |
| Share the Submitting Assignments directions. |  |
| Show students how to submit assignments from their computer.  *\*\*\*You can do this through the sample team you have been added to as a student.\*\*\** |  |