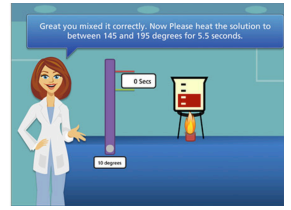




# Mrs. Clay's E-Learning Syllabus



Welcome to your new classroom experience! I hope to make this transition as easy for you as possible, but more importantly, I hope to prepare you for the next part of your educational journey. I'm sure there will be kinks along the way, but we are all in this together. Please read the district e-learning plan carefully so that you know what is expected of you as a student. After reading your responses from the survey, I have carefully developed a plan that will work for everyone. The details below will give you some guidance on how we will conduct class. These may change as we go due to the unknown, but I will keep you informed and give instructions daily. All the information will be relevant, so trust the process. 😊

1. Instruction - Each day I will post videos of me going through the notes and explaining the material. These videos will look just like our class, in that you will see/hear me explaining and also be able to see the diagrams at the same time. The videos will be posted the night before and available to you at the beginning of the next day. All the notes will be available as a blank copy for those of you who may want to print or fill them in by some other means. I will also still give you other activities that will help you understand what I am discussing, including Quizlet vocabulary and amoeba sister videos. There will also be a way to check your understanding each day if you desire.

\*\*Lessons will be short, and some days there may be activities and directions as opposed to instruction. Some assignments may span over a period of time.

2. Google classroom set up - The class page will have the same setup as it did during the school year. Each day will be separated with instructions and all materials in the same box. I am rearranging the Classwork page in order to give specific instructions for each option.

3. Taking Roll - Each day there will be a google form for you to fill out with your name and the activities you completed that day. This is expected from you regardless of which option you chose. **YOU MUST CHECK IN!** Expectations are for you to still learn the remainder of the content for the class regardless of which option you choose.

4. Office Hours - Each weekday, my office hours will be from 1-3. During this time I will be:

- responding to any emails I have missed
- responding to any comments/concerns on Google classroom
- giving feedback on any assignments that have been submitted
- hosting any live/virtual meetings that you request to give you in person instruction or feedback
- contacting parents and students

-completing other tasks to make sure you have the best e-learning experience possible

\*These are my office hours, but I will also check in periodically through the day and I will be available during other scheduled times. Other times can be scheduled after discussion in an effort to accommodate students and parents.