

Wesley High School Remote Learning

The following guide includes the resources and expectations for students who are learning remotely at Wesley High School.

In addition to this guide:

1. Please view the [Google for Education's TechToolKit for Families and Guardians](#), which contains links to web-based technology resources, FAQs, and video playlists.
2. Please visit [WesleySchools.org](#) for additional information for families regarding our Reopening Plan 2020-2021, our Health and Safety Plan, and web-based resources for remote learning.
3. For help using a Chromebook, visit support.google.com/chromebook/
4. By the end of the day Monday, August 31, students will be able to see their courses and periods in Google Classroom. Attached, please reference the school bell schedule to know when each class period starts.

Getting Started

All student remote learning materials and assignments are managed through Google Classroom. Additional G Suite for Education core apps include Gmail, Drive and Docs, Calendar, and Meet.

Log in to Google Classroom

1. Make sure you are signed out of all other Google accounts
2. Navigate to classroom.google.com
3. Sign in using your wesleyschools.org login credentials:

Username: `firstname.lastname@wesleyschools.org`

Password: `Lastname2020!`

Ex:

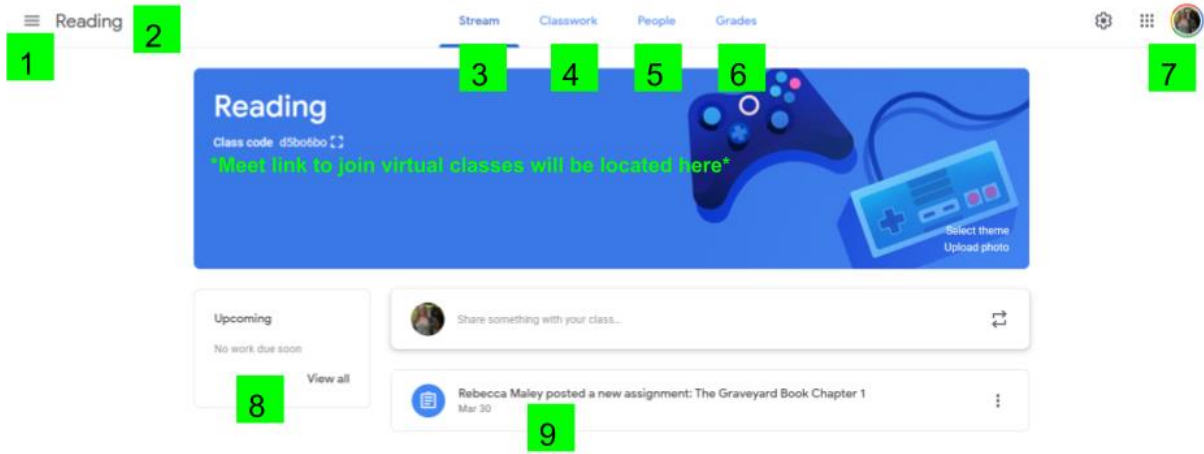
`john.smith-jones@wesleyschools.org`

`Smith-jones2020!`

4. The first time you log in, make sure to click the "join" button on each class card.

Navigating Classroom

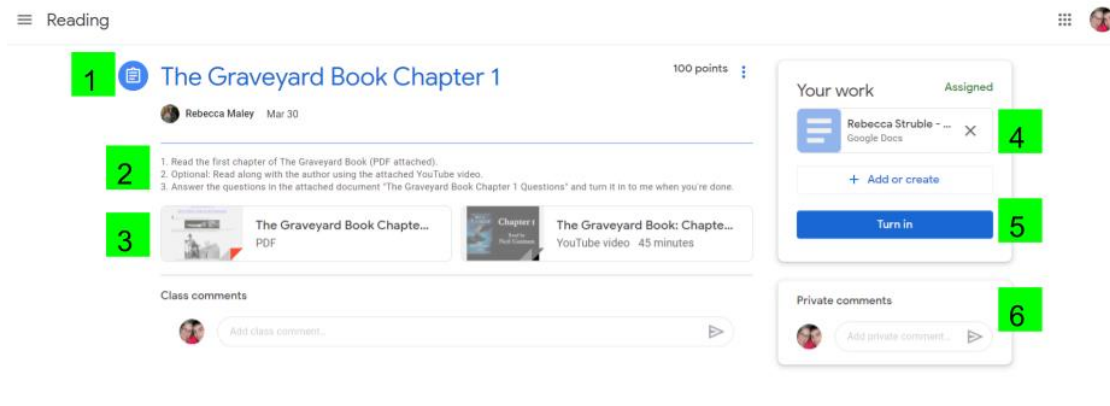
View of a class and how to navigate to learning materials.



- 1 Class dropdown
- 4 Assignments
- 7 Waffle and account info
- 2 Current class
- 5 Teachers and classmates
- 8 Work due
- 3 Announcements
- 6 Grades
- 9 Post from teacher

Assignment Information

View of an assignment in the “Classwork” tab.



- 1 Assignment title
- 4 Your personal copy of a Google document. Click to type your answers to your teacher's questions
- 2 Instructions from your teacher
- 5 Click "Turn in" when you're done answering questions in your Google doc
- 3 Resources to view to complete the assignment
- 6 Send a message only your teacher will see

Remote Learning Expectations

Attend Virtual Classes

Students must use the Meet link in each Google class to join classes virtually at their regularly scheduled times during the school day.

Reference the attached bell schedule to see what times students should log in to each class.

For attendance and participation, students should:

1. Join the Meet within the first 5 minutes of the start of class.
2. Turn on their video.
3. Keep their audio muted, except for answering or asking questions or with the teacher's permission (ex: group work).
4. Turn up the volume on their device so they can hear the teacher.
5. Listen to, watch, and/or follow along with the teacher.
6. Use respectful language and communication at all times.
7. Stay in the Meet until the end of the class period or as otherwise directed by the teacher.

Complete Assignments

Students learning remotely have the same expectations for completion of work as students in person in the classroom.

For credit, assigned work must be completed in full by the due date.

Communicate with Staff

If students have questions about assignments, need extensions on work, or have other relevant information for teachers, they have the following options for communication:

1. Talk with the teacher live during virtual Meet classes.
2. Email the teacher using the wesleyschools.org Gmail account.
3. Send a private comment through Google Classroom.

Success as a Remote Learner

Students are encouraged to do the following suggestions, which will help them be successful as remote learners:

1. Check Google Classroom and Gmail daily for updates and communication from teachers and other staff.
2. Check PowerSchool for grades.
3. Ask for help when needed.
4. Set aside a quiet area at home for focusing on classes during school hours (headphones may help).
5. Troubleshoot technology issues with family, teachers, or by searching for guides online (including using those available on our website, WesleySchools.org).

Teachers will provide the following services to help students be successful as remote learners:

1. Post all materials, assignments, and resources on Google Classroom and utilize G Suite for Education Apps so materials, assignments, and resources are easily accessible from the Internet. Teachers may use other digital tools and apps to provide enhanced learning.
2. Help students both with classroom content and G Suite Apps / other digital tools.
3. Provide in-person, live assistance during synchronous classes via Meet.
4. Provide asynchronous assistance (within 24 hours during the week) via email or private comment in Google Classroom.
5. Offer accommodations as appropriate.