



PARENT CHECKLIST

GETTING PREPARED FOR DISTANCE LEARNING

Take an inventory of your electronic devices.

You (or your student) will need to download documents, join online discussions and/or submit work electronically. Desktop computers, laptops, mobile devices and/or cell phones can be used. Printers are not necessary, but can be used if desired. Be sure to charge all devices in advance.

Download Zoom on your preferred device.

Our teachers will be hosting optional Q&A sessions in Zoom. You can find Zoom at zoom.us or in your device's app store. The Zoom website features several video tutorials on how to join a Zoom meeting. You can also find a selection of videos on our CCS Distance Learning page.

“Test drive” a Zoom meeting.

Join us on Sunday between 8:30 and 9:30 p.m. at <https://zoom.us/j/997118543>. (This time was chosen to accommodate bedtime routines and offer parents an uninterrupted chance to become familiar with the platform before Distance Learning begins on Monday morning.)

Be prepared to submit work electronically.

Familiarize yourself – or your student – with converting documents into an email-able format for grading. The use of Google Docs is one of the easiest ways to do this. An instructional video is included on our CCS Distance Learning page.

Make a schedule for the week ahead.

As you plan for the week ahead, be sure to consider assignment due dates, optional Q&A sessions and enrichment opportunities. Get downloadable, printable schedules for your student and/or family on our CCS Distance Learning page.