

eDay Guidelines

Instructional

1. Grades K-5 should use grade level webpages to launch assignments.
2. Grade 6-12 should use Moodlerooms to launch assignments.
3. Assigned work should be linked to grade level standards.
4. eDays should be real time learning and linked to in class learning. Assignments should not be in addition to, extra projects, or simply an uploaded worksheet.
5. eDay should mirror the regular school day – i.e. elementary students should complete work for the special they would have attended on the eDay.
6. Assigned work should be able to be completed in a single class period.
7. eDay assignments should be posted prior to eDay.
8. All assignments should clearly state the due date.

Technical

1. K-5 – the eDay landing page is the grade level webpage and should list by teacher the specials work that should be done.
2. 6-12 – Must use Moodlerooms and assignments should be available from course page.
3. Online lessons should be checked to ensure that all files, links, and other resources are accessible from home or school. Check this prior to eDay from your home computer.
4. Students should not be required to use technology resources that they have no experience using. If any login or passwords are required, please have students test from home prior to the eDay.
5. Be aware that students use various devices at home, i.e. Windows vs. Apple. Do not require or post Microsoft or Apple specific products – i.e. use a PDF file instead of a Word document.
6. If individual technology support is required, please schedule ASAP.
7. Coordinators will be sure there is a link for parents to download Adobe Reader.

If a student does not have access to the Internet or a device at home they should contact the local school administrator so accommodations can be made.