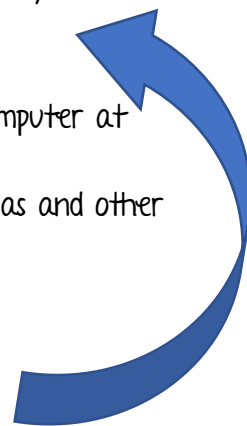


Hello Students and Parents,

I hope you were able to rest and enjoy Spring Break. As we embark on this new adventure of eLearning, there is a lot of things we are going to be learning together. Students you have been working on your technology skills all year, now more than ever they are going to be put to the test. I am here to support you; remember we always do hard things in class! If we work together, we will succeed.

Here are some things we need to be on the same page about:

1. All the lessons, assignments and activities will be provided on Canvas. (Students we have already been using this in class.)
  - a. Here is a reminder of how to get to Canvas.
    - i. Using Clever
      1. Go to <https://clever.com/> then click on Log in as a student in the top corner.
        - a. Type in school name and then click log in with Active Directory.
        - b. Your username is your first initial last name then graduation year @psd201.org
          - i. So, a sample one would be jdoe26@psd201.org
        - c. Then the password is the same you use to log in on the computer at school.
      2. Then click on the Miss Christensen page and I have a link to Canvas and other websites that will be helpful for our work.
    - ii. Office365
      1. Google Office365
      2. Log in
        - a. Use the information above on letters B and C.
  - b. No matter which you use, it is helpful to use an incognito tab, so the browser doesn't try to link you and your siblings accounts. (Parents I have talked with the technology department and this does not circumvent any filters you have applied as parents.)
2. I will be posting new content information to Canvas on Tuesday and Thursdays. We will be making use of discussions, quizzes and the class notebook all on Canvas. There will be detailed instructions as to how assignments should be completed. If something doesn't make sense, please email me so I can help, my email address is at the bottom of this letter.
  - a. Assignments will be due when new assignments are posted. If I post an assignment on Canvas on Tuesday, it will be due on Thursday unless otherwise noted on the assignment.
    - i. My late policy is 10% per day late up to 50% off until May 14<sup>th</sup> as per my syllabus from the beginning of the semester. Please email me if you have questions or concerns.
  - b. The assignments and activities I'm putting on Canvas should not be taking more than an hour of focused work. If you are spending more than that on the assignments and activities, please email me and we can discuss other possibilities. Some of the activities allow for some creativity, please do the basics before you start working on the creative
3. I will be putting grades in on PowerSchool at least twice a week as well, so please make sure to check there to make sure you are up to date on your assignments.
  - a. If you have missing assignments from before we started eLearning email me and we will work out how to get those assignments to me. Remember we just ended the quarter so I will only



be accepting work that was due after March 9<sup>th</sup>, that means everything from State Research paper moving forward.

4. Students if you are struggling send me an email and I will do all I can to help you. This might include me sending a quick video showing you how to accomplish what you are trying to do. If we can't sort out the problem, we may setup a phone call with your parents to help coach you through. If that still does not work, we will work out another arrangement.
5. If you have any questions please email me at [jessica.christensen@psd201.org](mailto:jessica.christensen@psd201.org), I try to respond as quickly as I can.

Lets enjoy and learn from this new adventure! I am excited and I hope you are as well.

Miss Christensen