Strategies for Offline Learning during Covid-19 Crisis
March 27, 2020
Introductions

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Share 1 offline learning tool or tip you strongly recommend in the chat box

Warm-Up Task
- Limited internet access
- Asynchronous learning
- Distributing resources & activities
- Supporting families

Ensuring Equity & Access for All Students
What do you do when online is just not an option in real-time?

Offline Options and Considerations

• Record Zoom Sessions
• Google Offline
• Remind Phone App
• FreeConferenceCall.com
Who is your audience?
- Whole Group Instruction
- Small Group Instruction
- Differentiated Lessons

How is this lesson best delivered?
- Using a whiteboard app
- Lecture
- Slides Presentation
- Live or Recorded
- Provided print materials

Delivering Instruction: Live and Recorded Lessons
Assignment for the week of March 23rd thru 27th

<table>
<thead>
<tr>
<th>Monday 23rd</th>
<th>Tuesday 24th</th>
<th>Wednesday 25th</th>
<th>Thursday 26th</th>
<th>Friday 27th</th>
</tr>
</thead>
<tbody>
<tr>
<td>Watch Lecture</td>
<td>Complete Google Form Assignment</td>
<td>Complete Lesson #12 in Google Classroom</td>
<td>Write a 200-word Essay on the Fibonacci Sequence</td>
<td>Turn in all work.</td>
</tr>
</tbody>
</table>

Click here to set an appointment for office hours

Click here to watch lesson lectures

Click here to watch teacher led lessons
Digital divide suddenly wider

As COVID-19 forces schools online, a public education involves a home computer and an internet connection, putting low-income children on shakier ground.

By Alla Malik
Photos by Billy Calzada
Teacher Generated Shared Folder

Check out our link to a shared folder full of resources & lesson ideas.

Email your additions to: stephanie.garcia@idra.org
- Increase student choice
- Quality over quantity
- Differentiate the tasks
- Incorporate socialization into your lesson
- Encourage creativity, mindfulness, movement, innovation & nature into your lessons
- Be consistent to create a routine and rhythm

Final Thoughts
Teacher Academies
Teacher Academies

These Academies are personalized, online training sessions where we can provide you with assistance on

• Structuring your online/offline lessons
• Creating short videos and/or recordings for instructions
• Using online whiteboard apps to record lessons
• Structuring brief assessments

We are here to help you,

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Achieving equal educational opportunity for every child through strong public schools that prepare all students to access and succeed in college
Training Support
https://www.idra.org/services/learning-goes-on-a-covid-19-resource-for-education/#
New Resources

Ensuring Equity in Online Learning – Considerations in Response to COVID-19’s Impact on Schooling
Spanish version: Mejores Prácticas para la Instrucción en Línea a Raíz del COVID-19

Best Practices for Online Instruction in the Wake of COVID-19
Spanish version: Garantizar la equidad en el aprendizaje en línea

COVID-19 Data Map – Texas College Responses

Policy Updates

IDRA is releasing policy updates for schools regarding COVID-19 each Friday in our Learning Goes On eNews (sign up free). See a log of the updates here in English and in Spanish.

New! March 27, 2020, Edition focusing on the CARES ACT and how Texas colleges are responding to COVID-19. English • Spanish

March 21, 2020, Edition focusing on Testing for Students in Texas & Equity Implications. English • Spanish

Webinar Series

Equitable Practices for Online Learning – Free Webinar Series

See webinar hub for recorded webinars and related resources.

1. Equitable Practices for Teaching Online
Held Friday, March 20, 2020 @ 2:00 pm (cst) – Watch recording

2. Digital Divide: Connectivity, Infrastructure and Devices
Tuesday, March 24, 2020 @ 2:00 pm (cst) – Watch recording

3. Tools & Tips to Alleviate the Homework Gap
Tuesday, March 31, 2020 @ 2:00 pm (cst)

Register
More titles on the way!
IDRA Video
Zoom (free account)

**Features**

- Host up to 100 participants
- Unlimited 1 to 1 meetings
- Unlimited number of meetings
- Online support
- Active speaker view
- Full screen and gallery view
- Simultaneous Screen Share
- Join by telephone call-in
- Virtual Background

- Desktop and application sharing
- Instant or scheduled meetings
- All or Private and group chat
- Host controls
- Raise hand
- Mac, Windows, Linux, iOS and Android compatible
- Screen share available with iPad/iPhone app
- Co-annotation on shared screen
- Whiteboarding
- Multi-share - co-annotation
Zoom (free account)

Limitations

• 40 mins limit on group meetings
• local recording only no cloud storage.
  • Upload videos to your district cloud storage

Help Center

• https://support.zoom.us/
• https://zoom.us/test
Screen Sharing

When sharing your screen, the menu jumps to the top of your screen.
Co-Annotation with Screen Sharing

Annotation settings

• If you started the shared screen or whiteboard, click More in the screen share controls for these annotation settings:

• Allow/Disable participants annotation: Allow or prevent the participants from annotating on your shared screen.

• Show/Hide Names of Annotators: Show or hide the participants' name when they are annotating. If set to show, the participant's name will briefly display beside their annotation.
Secure Scheduling

There are a couple features you can access when you’re scheduling your meeting to make it more secure.

• Password Protection: password protect your meetings by clicking Require meeting password and entering an alphanumeric password when you schedule your meeting. The password is automatically populated in the calendar invitation. This means that only people with both the meeting ID and password can join your meeting.

• Join Before Host: When scheduling, you can also choose to not select Join before host. If you don’t select this option, no one can join the meeting without you being there to start the meeting. This gives you greater control over the meeting. If you let people join before host, you still get an email when they join, notifying you that they are in your meeting room. If nothing else, it’s a great last-minute reminder when you forget a meeting, that your participants are waiting for you!
In-Meeting Security Options

The meeting host has a variety of controls they can use to secure their meeting. For example,

- **Lock the Meeting**: when you’re in the meeting, click *Participants* at the bottom of your Zoom window. In the participants pop-up box, you will see a button that says *Lock Meeting*. When you lock the meeting, no new participants can join, even if they have the meeting ID and password.

- **Expel a Participant**: still in that participants menu, you can mouse over a participant’s name, and several options will appear, including *Remove*. Click that to kick a participant out of the meeting. They can’t get back in if you then click *Lock Meeting*.

- **Attendee On-Hold**: if you need a private moment, you can put attendees on-hold. The attendee’s video and audio connections will be disabled momentarily. Click on the attendee’s video thumbnail and select *Start Attendee On-Hold* to activate this feature.
1. Dial in number for all participants
2. Access code to join the meeting
3. Meeting wall, displays participants, length of call and provides options to record conversation.
4. Meeting Wall menu.
5. Support phone number.
Remind

**THIS IS A REMINDER**

to download

[Remind]

**STUDENTS**
Text @ancillastu to 81010

**PARENTS**
Text @ancillapar to 81010

Or download the app and click "Join a Class" then enter class code found above

Stay current with announcements and events, as well as class information and delays!
Remind

M. Vega
All Classes
Add people to your class

OWNED
+ Create a class

JOINED
CSO TX San ... 4
IDRA Interns
+ Join a class

Tell people to take out their phones.
Enter this number 81010
Text this message @covidtr

Covid Training

WAYS TO ADD PEOPLE
Add people
Share a join link
Give instructions in pers.
Use Google Docs, Sheets, and Slides offline

You can save the most recently opened documents on your computer.

Before you turn on offline access

- You must be connected to the internet.
- You must use the Google Chrome browser.
- Don't use private browsing.
- Install and turn on Google Docs Offline Chrome extension.
- Make sure you have enough available space on your device to save your files.

How to turn on offline access

1. On your computer, open the Google Docs, Sheets, or Slides home screen.
   - Note: If you want to use offline access for another Google Account, make sure you're signed in to the right Chrome profile. Learn how to switch Chrome profiles.
2. At the top left, click Main menu > Settings.
3. Turn on Offline.
   - Note: If you turn on offline access for Docs, Sheets, Slides, or Drive, then the rest will also be available offline.
4. Open Google Docs, Sheets, or Slides in your Chrome browser to work offline.

Turn off offline access

1. Open Google Docs or Google Drive.
2. Click Menu > Settings.
3. On the right, turn off Offline.

Make specific files available offline

If you have enough storage, some of your most recent files will be automatically saved offline. To manually select files to save offline:

1. Follow the steps above to turn on offline access in Google Drive.
2. Open the Google Docs, Sheets, or Slides home screen.
3. On the file you want to use offline, click More ↓.
4. Click Available offline. A check mark will appear in the bottom left corner to show that the file is available offline.
1. Classroom Cover Art
2. Posted class announcements
3. Upcoming Assignments
4. New post field
5. Posts from class teacher or a student
Student View - Google Classroom Classwork

Path: Stream (home) > Classwork

1. Class name and menu
2. Assignment Topics, table of contents.
3. Next assignment due
4. View your work is the assignment list.
5. Class Calendar, show assignments on dates due.
6. Class Drive Folder
Student View - Google Classroom Assignment

Example 1: Completing a Google Form

Path: Classwork > Select an Assignment > View Assignment

1. Assignment Name
2. Assignment due date
3. Assignment status
4. Google Form to be completed.
5. Student will click the Mark as done button once the form is complete.
6. Student correspondence, comments.
Example 2: Creating a Document to Turn In

Path: Classwork > Select an Assignment > View Assignment

1. Assignment Name
2. Due Date
3. Assignment instructions
4. Number of possible points
5. Assignment status
6. Student Work
7. Turn in (submit button)
8. Turn in your work?
9. Student Work (confirmation opportunity)
10. Turn in (student work has now officially been turned in)
Student View - Google Classroom Assignment
Example 3: Assignment List

Path: Classwork > View Your Work

1. Assignment list
2. Student profile image
3. Filters to sort assignments
4. Assignment Title
5. Due date
6. Assignment Status

<table>
<thead>
<tr>
<th>Title</th>
<th>Due Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Podcast Reflection</td>
<td>Jul 11, 2019</td>
<td>Missing</td>
</tr>
<tr>
<td>Makerspace Reflection</td>
<td>Jul 11, 2019</td>
<td>Missing</td>
</tr>
<tr>
<td>Makerspace How-To Manual #2</td>
<td>Jul 2, 2019, 4:00...</td>
<td>Missing</td>
</tr>
<tr>
<td>Makerspace How-To Manual #1</td>
<td>Jul 3, 2019, 4:00...</td>
<td>Missing</td>
</tr>
<tr>
<td>Digital Badging</td>
<td>No due date</td>
<td>Assigned</td>
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<tr>
<td>IDRA Promotional Materials</td>
<td>Jul 19, 2019</td>
<td>Missing</td>
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<tr>
<td>IDRA Newsletter Organization</td>
<td>Jul 12, 2019</td>
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