Teaching Continuity Readiness Checklist

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Effective remote instruction requires different skill sets, tools, and practices than teachers may be accustomed to using in the face-to-face classroom. That being said, there are many simple adjustments teachers can make for quick adaptation to remote teaching. The following checklist is designed to help teachers self-assess their readiness for providing teaching continuity during extended school closures. Tool and resource recommendations are included beneath each category.

EXPLORE ADDITIONAL RESOURCES AT
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Communications

- ☐ I use a digital tool to communicate with parents.
- ☐ I use a digital tool to communicate with students.
- ☐ I use a digital tool that allows for video conferencing to facilitate real-time discussions.

Missed a box? Consider:

- **Zoom (Grades 6-12)** Video-conferencing app that allows teachers to meet with up to 100 participants for a 40 minute session. Share the link and students can connect and interact via chat or audio.

- **Google Meet (Grades 6-12)** Google's video-conferencing app that enables teachers to schedule a meeting with up to 30 users. Share the link or code and connect with students.

- **Remind (Parent & Student Communication)** A two-way messaging tool that increases communication between school, home, and everywhere in between. If your community can text, they can use Remind.

Content Delivery

☐ I use a tech tool to deliver some of my content.

☐ I use a tech tool to differentiate some of my content.

☐ I have content that can be delivered without face-to-face instruction.

☐ My content is accessible at any time, any place.

Missed a box? Consider:

- **Google Classroom (Grades K-12)** Platform that integrates G Suite for Education, including Docs, Slides, Forms, and Sheets and many other apps. A great tool for sharing and collaboration.

- **SeeSaw (Grades K-5)** Digital portfolio and communication tool. Allows teachers to assign activities and students to submit work in various formats (e.g., text, audio, picture, video, drawing).

- **Moodle (Grades 7-12)** Open-source learning platform. Accessible via smartphones.

- **Google Slides (Grades K-12)** Use the simplicity of slides to help organize your content and communication. See example here.

Curriculum Material

☐ I have access to digital content.

☐ I use digital content to supplement and/or drive instruction.

☐ I use digital content to help differentiate and/or personalize learning.

> *Missed a box? Consider:*

- *Michigan Virtual* **Free Course Content* (Grades 6-12)** Free access to the content of over 70 *Michigan Virtual* courses available during school closures.

- **Khan Academy (Grades K-12)** Standards-aligned math videos with practice problems (ELA content is in beta).

- **Scholastic Learn At Home (Grades PreK-6+)** Day-by-day, integrated projects that stem from a text or video.

- **Prodigy (Grades 1 - 8)** Self-paced math practice with motivational games to further learning.

- **MysteryDoug (Grades K-5)** Science YouTube video lessons.

- **Heggerty At Home (Grades PreK - K)** Phonemic awareness videos and curriculum.

- **NYT Writing Prompts (Grades 9 - 12)** Writing prompts from the *New York Times*.

- **NewsELA (Grades 1-12)** Grade-level fiction and informational texts with comprehension questions and vocabulary words.

- **Epic Books (Grades PreK - 6)** Digital library of illustrated and chapter books.

- **#GoOpen Resources (Grades PreK-12)** Digital lesson plans, curriculum, and interactive resources.

Technology Skills

☐ I use a digital learning platform (e.g., Google Classroom, Seesaw, Edmodo, etc.) to assign content and/or assignments.

☐ I can create my own digital assignments for my students.

☐ My students can create their own digital content.

Missed a box? Consider:

- **Thinglink (Grades 4-12)** Platform to easily augment images, videos, and virtual tours with additional information for accessible, visual experiences.

- **H5P (Grades K-12)** Allows you to create rich, interactive content to use in your learning platform.

- **Nearpod (Grades K-12)** Interactive presentation and assessment tool. Create multimedia presentations or find one shared in the Nearpod library.

- **Anchor (Grades 5-12)** Record, produce, and share original podcasts. **Have Chromebooks?** Check out **Spreaker**, another great podcast creation tool.

Digital Relationships

☐ I use a variety of methods for my students to interact, including face-to-face and digital discussions.

☐ My students know how to successfully participate in a digital community, including following netiquette, providing respectful feedback, and agreeing/disagreeing.

☐ I discuss both academic and non-academic content with students digitally.

☐ I am able to build digital relationships with students, parents, and colleagues.

Missed a box? Consider:

- **Flipgrid (Grades 3-12)** Social learning platform where teachers can ask questions and students can respond via video.

- **Padlet (Grades 3- 12)** Digital bulletin board to share information, gather feedback, and provide feedback.

- **Parlay (Grades 7-12)** Platform to host and monitor digital Socratic discussions.

Adaptability

☐ My students can move through lessons and assignments at their own pace.

☐ My students can move through lessons and assignments in any space and any place.

Assessments

☐ I use digital assessments.

☐ I create digital assessments to inform my teaching.

Missed a box? Consider:

- **Google Forms (Grades 3-12)** Use pre-made templates to create quizzes, exit tickets, worksheets, and surveys to collect information from your students.

- **Explain Everything (Grades 5-12)** A screencasting and interactive whiteboard tool that allows teachers and students to demonstrate skills and knowledge.

- **GoFormative (Grades 4-12)** A response and assessment tool where students can record audio, draw/upload images, enter numbers, or use multiple choice.

- **Quizizz (Grades 3-12)** Create or edit digital assessments that allow students to move through at their own pace.