



Plan B Transition and Virtual Academy Online Expectations

	SYNCHRONOUS: “Live” Whole Group Online Class & Support Sessions	ASYNCHRONOUS: Independent Online Work	Technology Use
Prepared	<ul style="list-style-type: none"> - Login to class session on time - Have all required class materials available - Maintain a productive remote learning environment - Review agendas before attending Meets - Communicate absences to your teachers - Communicate unique circumstances to teacher - Follow teacher protocols for camera and microphone usage 	<ul style="list-style-type: none"> - Maintain a calendar to help organize due dates, Meets and other important class dates. - Complete assignments for each class daily and in the sequence assigned by the teacher - Submit assignments and assessments by the due date - Seek clarification from a teacher when you need support 	<ul style="list-style-type: none"> - Fully charge your laptop each day - Regularly save your academic work - Value school property, and keep your laptop and charger safe - Keep food and drink away from your laptop - Keep logins, passwords and personal information private, but accessible
Engaged	<ul style="list-style-type: none"> - Stay on task in collaborative groups and include classmates in the discussion - Demonstrate growth and reflection by adding artifacts to your digital portfolio. - Remain focused and attentive - Actively participate and ask questions - Submit your best work on all assignments 	<ul style="list-style-type: none"> - Remain focused on work completion - Spend at least 60 minutes per day engaged in each course - Demonstrate growth and reflection by adding artifacts to your digital portfolio. - Contact teacher for clarifying info 	<ul style="list-style-type: none"> - Check your WCPSS school email twice a day - Check course agendas each morning
Ambitious	<ul style="list-style-type: none"> - Try your best at all times, and persevere through challenges - Know course expectations and set goals for yourself - Create weekly checklists for assessments that must be completed - carefully review assessment expectations before submitting - Find clubs and societies that further your leadership development 	<ul style="list-style-type: none"> - Complete independent work to the best of your ability - Hold yourself to a high standard with regards to work completion 	<ul style="list-style-type: none"> - Create a workstation that allows you to maximize learning - Show up to meetings early - Have pen and paper for quick note taking
Kind	<ul style="list-style-type: none"> - Seek to understand others - Offer support to those that are in need - Bring your full focus to the meeting and avoid multitasking 	<ul style="list-style-type: none"> - Be kind to yourself by avoiding procrastination to reduce stress 	<ul style="list-style-type: none"> - Be patient when technology fails - Think before you post