

DIGITAL LEARNING DAY PROCEDURE



When designated by Fulton County Schools, students may have a digital learning day where they do work from home instead of reporting to the school campus. During events that close school such as inclement weather, facility issues, or the like, digital learning days provide meaningful work for students without the need, always, to make up the missed school day.

Ridgeview Students

1. Use their school-issued iPad or an internet-enabled device to access each teacher's Google Classroom after 9:30 a.m. on a designated digital day.
2. Immediately read each teacher's assignment & grading directions and e-mail any clarifying questions to your teacher's google @fcsgaonline.org e-mail address.
3. Work on and complete each teacher's assignments at your own pace, anticipating that each teacher's assignment may take approximately 20 minutes.
4. Turn in each assignment* to each teacher's Google Classroom.

It is possible that on a digital learning day some teachers may not have internet access to post an assignment by 9:30. In that event, students should do the following if no assignment is posted by 9:30:

- ELA: 20 minutes of iReady reading
- Reading: 20 minutes of iReady reading
- Math: 20 minutes of iReady math
- Science: Emergency digital learning brainpop assignment posted in GC 12/2018.
- Social Studies: Emergency digital learning brainpop assignment posted in GC 12/2018.
- World Language: Emergency digital learning assignment posted in GC 12/2018.
- Connections: Emergency digital learning assignment posted in GC 12/2018.

*Students have three school days to turn in an assignment but are strongly encouraged to turn in the assignment on the day it is assigned; this will also benefit students who may not have internet access on this day.

Ridgeview Teachers

1. Post an assignment* which continues the students' current coursework to Google Classroom by 9:30 a.m. on a designated digital day. The assignment should: take approximately 20 minutes of students' time with resources they already have, contain clear instructions for completion as well as for mastery and grading, and contain directions for turn-in to Google Classroom.
2. For a period of time between 10:30 and 12:30, teachers will be available to answer their google @fcsgaonline.org e-mail and any student questions about the assignments or instructions..
3. Upon return to school, provide three days for students to submit the assignment (if not completed), and then enter grades for your digital assignment in Teacher Access Center into the homework category. The assigned date in TAC should be the digital learning date, the due date should reflect the three school days provided, and the assignment name should say "digital day" plus a description.

*If a teacher cannot post an assignment, the bulleted plan for students on the left-hand side of this document will be utilized.

Within one week after students were required to have finished the digital assignment, teachers will print their grade book showing the graded digital assignment and submit to their primary evaluator.