WHAT TO FOCUS ON BEFORE THE SCHOOL YEAR STARTS

- Write your classroom **expectations** and post them online
- Determine on your student **outcomes**
- **Plan first week** activities to:
  - get to know everyone
  - creating a collaborative community
  - ensure that everyone knows how to use the technology
- **Plan first month** of content and lessons, including outcomes, resources, and assignments (hint: sandwich them, with pre-work, active work during meetings, and post-work done independently)
- **Decide**:
  - how you will give **feedback** to students
  - how they will **collaborate**
  - the types of **activities** for live instruction
- Create your **communications plan**