

Lincoln Lutheran Virtual Learning Guidelines for Students

Structural Expectations	
Schedule & Attendance:	Classes will take place on our regular A/B days. Classes will be one hour long. A schedule has been published. There will be one lunch period.
	Teachers will have "Office Hours" for a half hour before and a half hour after school. This is a time for you to ask them questions. There will be a Zoom Meeting link for Office Hours on the Homepage of each Canvas class site.
	There will be an optional five minute devotional period each day at 8:45 after Morning Office Hours. There will be an optional 15 minute Chapel period on Wednesdays at 3:30 after Afternoon Office Hours. Links to those will be on the "Class of" Canvas sites.
	Attendance will be taken as normal in PowerSchool. Parents are expected to contact the office if a student will be "absent". We ask parents to contact the school office if a student experiences technical difficulties that prevent them from joining a class.
	Study Hall is considered a class and will have a Zoom meeting link. You should attend all Study Halls.
Structure:	Each day that your classes meet, your teachers will schedule a Zoom meeting. You will get to the meeting via a Zoom link in Canvas.
	All class materials for each class period will be available on Canvas. Typically what you are doing each day will be on the homepage for the course.
	All assignments will be on Canvas and all instructions/materials to complete each assignment will be available on that assignment.
	Classes will start off in Zoom with "face to face" time at the start of class for explanation, questions, attendance, and prayer/devotions.
	Your teacher will explain each day what you will be doing together on Zoom and what you will do individually.
	Your teacher will be available on Zoom throughout the class period if you have questions.
	If you have questions outside of class time, and Office Hours, please

	email your teacher or another student in your class. Teachers may answer email questions or hold additional Office Hours outside of school hours at their discretion.
Student Expectations	
General	We have a lot of material to cover before the end of the year. Your teachers are going to concentrate on the most important parts. Teachers will not be able to cover everything they would in a normal classroom schedule.
	Your teachers and parents expect you to continue to take your education seriously.
	Any clothing that is visible during Zoom meetings should conform to school Dress Code standards. That will usually, but not always, be from the waist up.
	Teachers can exclude you from a Zoom class. Any behaviors that distract other students during a class will result in you being excluded, and Mr. Heibel will be in contact with your parents.
	Zoom has a lot of tools that can be used. That also means students can disrupt a class by using those tools. Only use the tools your teacher has given permission to use. Class disruption can result in you being excluded from class (see above).
	Be flexible. We will make mistakes. Help your classes run smoothly.
In Class	It will be harder to concentrate at home than at school. Find a quiet place where you can sit at a table or desk during class.
	Make sure you turn off any TV, music, and your phone before you begin using Zoom.
	Be aware of what is behind you while using Zoom. Everyone else in class will be able to see it. Don't let it distract others or share too much information.
	Zoom really drains your battery. You should plan on having your device plugged in for the entire school day. You might need an extension cord to reach the table/desk that you are using.
	Effective online learning requires your active participation. Like everything in life, you get out of it what you put into it.
	Your teacher might have Chat turned on for Zoom meetings. If they do, use it to enhance your learning, not to distract others. Challenge your classmates to do the same.

Advice	
General:	You will be spending more time in front of a screen than normal. Find other things to do when you are not in class.
	Remember, we are out of school to protect vulnerable people from getting sick. Stay home if at all possible during the rest of your day as well.
	Your parents might be under more stress during this time. Do what you can to be a help to them.
	Take care of yourself. Even though you are not coming to school you should still take a shower everyday and look presentable.
	Wash your hands frequently.
	Pray.