



Parent Training Handbook

Table of Contents

3 Instructional Expectations

11 Structuring for Success

32 Schoology

43 Skyward

50 1Link

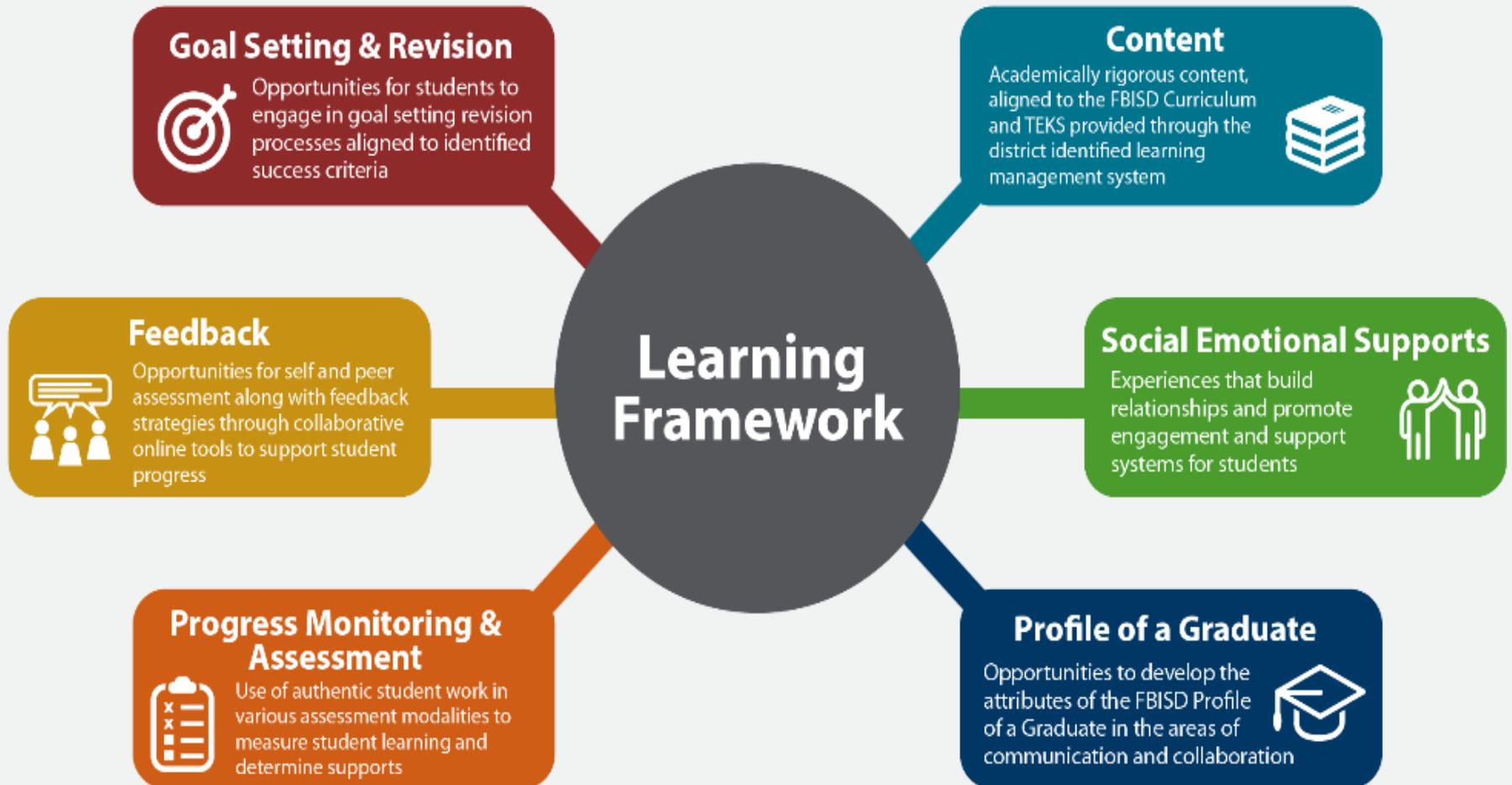
59 TEAMS



FBISD *Reimagined*
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Instructional Expectations Parents

Learning Framework



Content will be provided through learning experiences that are:



Designed by a certified teachers in collaboration with other certified teachers in Schoology

Linguistically accommodated for English Learners

Designed to include individual supports for students receiving Special education services

Supportive of Gifted Learners

Delivered through synchronous and asynchronous learning



Remote Synchronous Instruction

Remote Synchronous Instruction is two-way, real-time/live, virtual instruction between teachers and students when students are not on campus.

Synchronous Instruction will include:

- Explicit teaching & modeling of concepts
- Collaborative activities
- Formative Assessment & Progress Monitoring
- Conferring with students and small group instruction



Remote Asynchronous Instruction

Remote Asynchronous Instruction is instruction that does not require having the instructors and students engaged at the same time.

Asynchronous Instruction will include:

- Student practice and creation of content
- Student collaboration & feedback with peers using digital tools
- Opportunities for students to demonstrate understanding
- Student self-assessment and goal setting

Students in Middle and High School will engage in **synchronous** and **asynchronous instruction**.

Ronald Thornton Middle School Synchronous Learning Schedule

2020-2021



Time	Monday	Tuesday	Wednesday	Thursday	Friday
9:00-10:00	1st Period	5th Period	1st 9:00-9:35	1st Period	5th Period
10:15-11:15	2nd Period	6th Period	2nd 9:45-10:30	2nd Period	6th Period
11:30-12:30	3rd Period	7th Period	3rd 10:30-11:05	3rd Period	7th Period
12:30-1:30			4th 11:15-11:50		
1:30-2:30	4th Period	Thundercat Time	5th 12:00-12:35	4th Period	Thundercat Time
Asynchronous Learning	2:30-4:15	Advisory	6th 1:30-2:05	2:30-4:15	Advisory
		2:30-4:15	7th 2:15-2:50		2:30-4:15
			2:50-4:15		

To progress monitor and assess, teachers will:

Use student work to measure understanding

Monitor student engagement by tracking completion activities using Schoology

Ongoing formative assessment with teacher and peer feedback

Use different assessment modalities to measure student learning

Communicate progress to students and parents through skyward

Design assessments in alignment and in collaboration with other teachers

Daily Attendance

- ❖ Students will be marked present **daily** in **grades 3-12**, when they are engaged in the synchronous/live online instruction at the designated daily time.
- ❖ Students in grades **PK-2nd** will be marked present when they are engaged in asynchronous instruction, which means daily progress monitoring in our Learning Management System, Schoology, and daily progress via teacher-student interactions, including synchronous time on the daily schedule.
- ❖ All students will have attendance taken daily by class period to count toward course credit.
- ❖ All students are expected to demonstrate **daily progress** in asynchronous learning through Schoology:
 - ❖ Daily engagement such as completion of assignments,
 - ❖ Demonstration of academic progress, and
 - ❖ Communication to and from the teacher related to the coursework.

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Structuring for Success for Parents

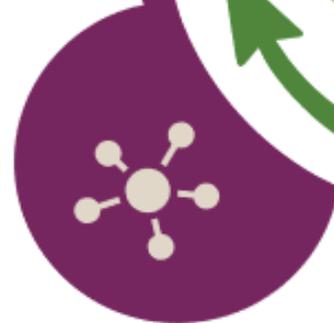
Schedules



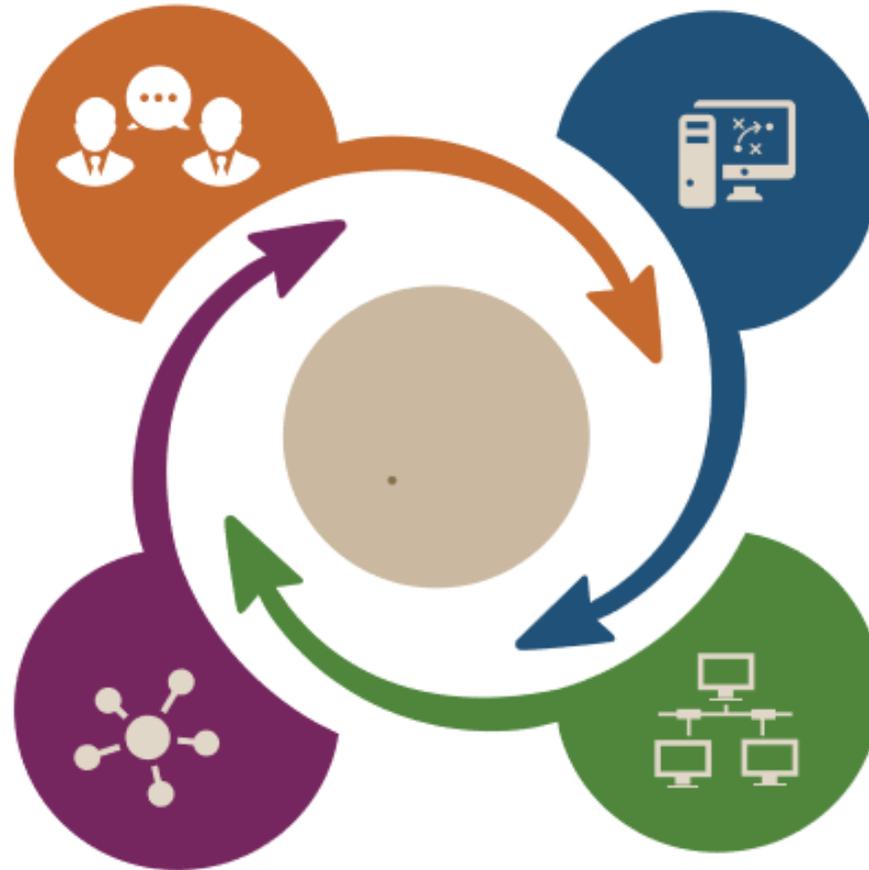
Technology



**Student
Work Space**



**Support
Resources**



Schedules

Step 1

- Review communications about your child's grade level expectations for each subject.

Step 2

- Consider the children in your household, their grade level expectations, devices available in the household, and parental support needed.

Step 3

- Plan a schedule with daily content time for each child in your home, considering the communicated expectations. Consider the best space for your child to do their work.

Step 4

- Consider other supports your child needs, such as exercise, mental breaks, meals, etc.



Schedule

Ronald Thornton Middle School

Synchronous Learning Schedule



2020-2021

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			7th 2:15-2:50		
		2:30-4:15	2:50-4:15		2:30-4:15

Student Workspace

Questions to Consider:

Is there an area designated at home for online instructional activities?
i.e.: child's room, kitchen table, small area off of the main living areas, a nook that can be personalized, etc.



Is the area optimal for internet connectivity?



Is there a bulletin board or empty wall space to post schedules, calendars, and completed work?



Are there bookshelves, baskets or bins to help keep supplies organized?

Suggested Activities:

- Think about beginning each school day with an opening activity:** i.e.: a moment of silence, a song, a poem, a quote, the Pledge of Allegiance, or review of the day's calendar activities. Keep it short and consistent.

- Limit outside interruptions:** i.e.: no cell phones unless for schoolwork, no scheduled appointments, or outside visitors.

- Include regularly scheduled breaks:** Schedule five to ten-minute breaks within the daily schedule. This is time for the child to get up and move around, use the bathroom, or get a snack. **The frequency and length of breaks depend on the age of the student and the individual learning styles.

- Include your child in planning and scheduling decisions:** Give your child some of the responsibility for determining the daily schedule based on weekly assignments provided by the teacher. Give them an option on how they would like to get assignments completed based on interests, likes and learning styles. They can also help cleaning up the area at the end of the day by putting materials away, so they are ready and available for the next day.

(*Source: <https://www.calverteducation.com/>)

Technology

Students and families will experience an improved online experience as we begin the new year. This will include:

- Scheduled live synchronous instruction via video conferencing tools
- Streamlined technology tools to support consistency and student engagement
- Daily asynchronous learning experiences

Learning Experience Delivery



- Improved course organization using a standardized folder structure
- Standardized communication systems for parents in Schoology
- Use of calendar and Schoology gradebook features for progress monitoring

Use of Schoology



- Formative assessments to check for daily student progress
- Consistent and ongoing feedback
- Grading practices will include numerical or standards-based grades.

Progress Monitoring and Feedback





SKYWARD

Student Information System
to serve as the gradebook and attendance record for all students



SCHOOLLOGY

Learning Management System
to facilitate learning and communicate in support of student success



MICROSOFT TEAMS

Video Conferencing Tool
to facilitate class sessions and collaboration



SKYWARD

Purpose

- Official record for grades and attendance
- Used to enter absences, tardies, and discipline

Connections to the FBISD Learning Framework

- Progress Monitoring and Assessment Component – communicate academic progress at defined reporting periods to students and parents
- Profile of a Graduate (Prekindergarten – 5th grade only) Component – communicate student progress on communication, collaboration and equipped with skills for life

FBISD Expectations for Use

- Reporting of daily and major grades aligned to Fort Bend ISD EIA Standard Operating Procedures
- Report daily attendance and disciplinary infractions

SCHOOLGY

Purpose

- Required Learning Management System used to access course content and instructional materials
- Used to engage students in the FBISD Learning Framework
- Standardized communication system for parents

Connections to the FBISD Learning Framework

- Content Component – deliver instructional content aligned to the Texas Essential Knowledge and Skills and FBISD Curriculum within a standardized folder structure
- Profile of a Graduate Component – provide opportunities for students to engage in collaboration and communication with the teacher and their peers
- Progress Monitoring and Assessment Component – provide authentic assessment opportunities for students, use of calendar to track progress and assignments, and updates on progress through the use of the Schoology gradebook
- Feedback Component – provide comments on assignments and discussion posts to facilitate feedback (self/peer/teacher)
- Goal Setting and Revision Component – opportunities for students to review assignments and feedback in order to set goals for revision and then resubmit, when necessary

FBISD Expectations for Use

- All classroom instructional content materials must be accessed within standardized folder structure
- Offer students an opportunity to collaborate and communicate using digital tools (i.e. shared documents linked in Schoology)
- Use of the calendar for students to track assignments and progress
- Provide authentic assessments to students in a variety of modalities, when appropriate use Respondus Lockdown Browser to support assessment integrity
- Teacher/students provide feedback on student work using student ownership and technology tools with opportunities for goal setting and revision
- Provide regular, timely information to parents through the use of the Parent Folder and Schoology Messages



SCHOOLGY

MICROSOFT TEAMS

Purpose

- FBISD defined platform for synchronous video conference opportunities for teacher/student collaboration
- Used to facilitate synchronous tiered learning experiences including intervention and small group instruction

Connections to the FBISD Learning Framework

- Content Component – provide synchronous instruction aligned to Texas Essential Knowledge and Skills and FBISD Curriculum
- Social Emotional Learning Component – build relationships through synchronous interactions with teacher and peers to promote an online learning community
- Profile of a Graduate Component – allow for authentic dialogue between teacher and peers in order to collaborate and communicate
- Progress Monitoring & Assessment – gather evidence of student understanding during synchronous instruction based on verbal and written (chat) responses
- Feedback Component – provide timely, specific feedback to students and allow for teacher/peer assessment and feedback on student work
- Goal Setting/Revision – provide opportunity for conferring with teacher/student to set and monitor progress on goals

FBISD Expectations for Use

- Utilize video conferencing to deliver synchronous learning experiences on identified content to support the FBISD instructional model
- Content created within the Microsoft Team (i.e. shared documents) must be linked in Schoology
- Create and implement virtual respect agreements to establish norms for an online learning community and provide synchronous check ins
- Small group collaboration and conferring through the use of purposeful talk protocols to support learning and peer/teacher feedback
- Collect observational and anecdotal evidence of student understanding of content in order to make instructional decisions
- Manage team membership by ensuring all appropriate personnel are a part of the Microsoft Team (i.e. co-teachers, administrators, etc.)



MICROSOFT
TEAMS

The Back to School Readiness Form will be used to determine student need and assign devices.

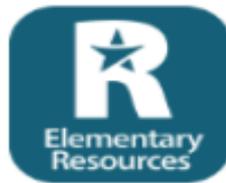
FBISD will transition device distribution to a campus-based model offering student pickup at their assigned campus.



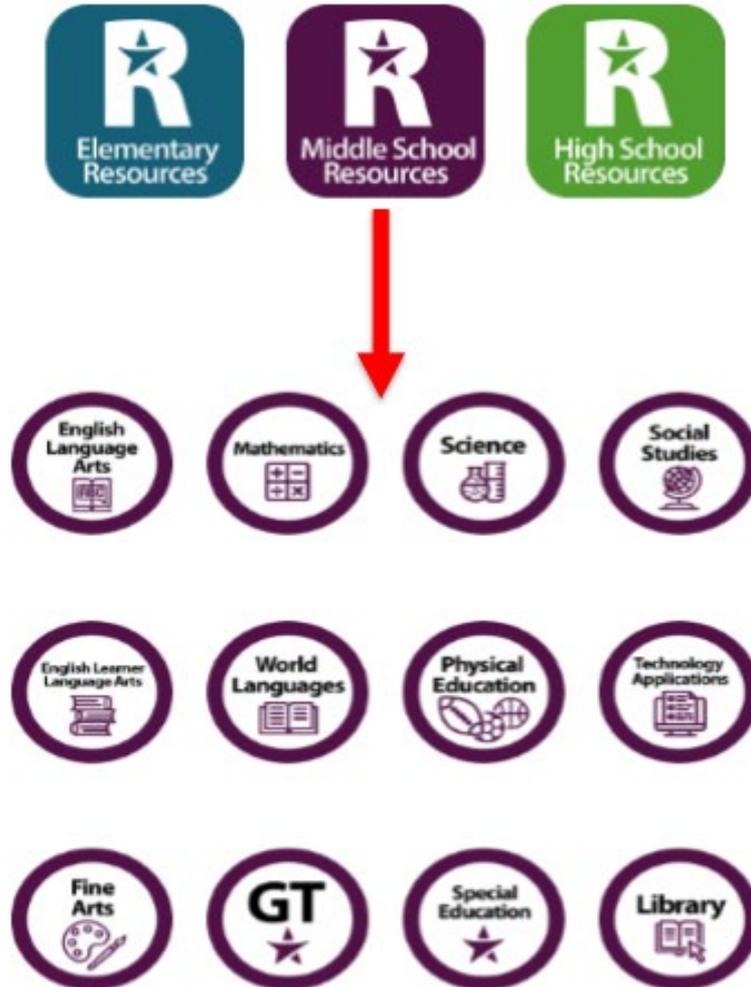
Support Resources

Student At-Home Learning

Fort Bend ISD At-Home Learning resources have been curated to encourage creativity and enrichment as staff prepare to launch online learning. These activities and resources are designed to support students while school operations are impacted by the current response to COVID 19:



Online Support Options—MS



Sample Resource Document



Online or screen time resources



Offline/no screen time resources

SOCIAL STUDIES RESOURCES (SCREEN TIME OR WITH TECHNOLOGY)



Name of Site and Link	Description/Directions/Explanation	Course
Gapminder.org	Gapminder lets kids see what the news doesn't accurately show: the truth about the world's population, wealth, and use of resources.	6-8

SOCIAL STUDIES RESOURCES/ACTIVITIES (NO SCREEN TIME OR TECHNOLOGY)



Description	Course
<p>Good Citizens of America - Students will think about what responsibilities come with the rights we have under the Constitution.</p> <p>https://drive.google.com/file/d/1j-IIIqGvpnhi1ySunrxTxL95cZeW0BC/view?usp=sharing</p>	6-12

- Visit www.fortbendisd.com/onlinelearningsupport for At-Home support resources available 24 hours a day, 7 days a week.

- Additional parent sessions:
 - Instructional expectations
 - Technical training





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Schoology for Parents



Current Way to Login



Use the email address you use to access Skyward

Sign in to Schoology

All fields are required

Email or Username

Password

Log in

Forgot your password
SSO Login

1. Navigate to www.fortbendisd.com.
2. Click on the Parents and Students tab.
3. Click on Schoology-Parent Login.
4. Click on Login to Parent Schoology.
5. Click on the Forgot Your Password link.
6. Type in the email that was used to register for Skyward Family Access.

Setting Up Your Account

Let's Walk Through the Steps Together:

- Click on Send My Login Info.
- When you use the correct email address (same as Skyward), you'll receive a message that states: 'Further instructions have been sent to your email address'. If you used an incorrect email address, you'll receive a message that states: 'The email address you entered does not belong to any account'.
- When you enter the correct email address, you will receive 2 emails: 1 from notifications@schoology.com and 1 from no-reply@schoology.com.
- Go ahead and check your email at this time. You will want to check your spam folder in case the emails were sent there.
- Click on the Log In link in the email you received. This will allow you to reset your password and receive your username.
- The password reset screen will show your username that can also be used to sign into Schoology. We recommend using the email address you previously used. Type in your new password and click Submit. You should receive confirmation at the top of the page that your password has been changed.
- Click the dropdown by your name to see your linked children.
- You can also download the Schoology app from the Apple and Android store but you must first set up your account through the browser before using the Schoology app.

Customizing Your Account

Drop Down Menu



The screenshot shows the FBISD user interface. At the top, there are navigation tabs: COURSES, GROUPS, RESOURCES, and GRADE REPORT. On the right, there are icons for search, calendar, notifications (circled in red), and a profile dropdown menu for RACHEL PATTERSON. The main content area shows a post by SHANTEL BENJAMIN with a yellow box labeled "General Announcements" overlaid on it. The post text includes "#Librarians & #teachers Remember that you can plan #online #bookdiscussions w/ #audiobooksync2020 titles! Check the calendar so you can get some dates for discussions on your local calendars". Below the post is a calendar image and a "1 person likes this" notification. The profile dropdown menu on the right lists RACHEL PATTERSON (checked), MICHAEL PATTERSON (THURGOOD MARSHAL...), and MIYA PATTERSON (LAWRENCE E ELKINS H S). Below the list are options for "Add Child", "Your Profile", "Settings", and "Logout". Three yellow arrows point to the dropdown menu items: "Parent" points to RACHEL PATTERSON, "Student 1" points to MICHAEL PATTERSON, and "Student 2" points to MIYA PATTERSON.

- ✓ All classroom instructional content materials must be accessed within standardized folder structure
- ✓ Offer students an opportunity to collaborate and communicate using digital tools (i.e. shared documents linked in Schoology)
- ✓ Use of the calendar for students to track assignments and progress
- ✓ Provide authentic assessments to students in a variety of modalities, and when appropriate use Respondus Lockdown Browser to support assessment integrity
- ✓ Teacher/students provide feedback on student work using student ownership and technology tools with opportunities for goal setting and revision
- ✓ Provide regular, timely information to parents through the use of the Parent Folder and Schoology Messages

Navigating in Schoology

You are viewing as MICHAEL PATTERSON

FBI

COURSES

GROUPS

GRADES



MICHAEL PATTERSON

Courses

My Courses

Algebra
Algebra I PreAP
MA211/006 - Algebra I PreAP
THURGOOD MARSHALL H S

AVID I
AV112/007 - AVID I
THURGOOD MARSHALL H S

Biology PreAP
SC321/005 - Biology PreAP
THURGOOD MARSHALL H S

Eng I Pre AP
EL111/003 - Eng I Pre AP
THURGOOD MARSHALL H S

Football 1 YR
PF1132/002 - Football 1 YR
THURGOOD MARSHALL H S

**Foster: World Geography (Online) 2020
Section 1**
THURGOOD MARSHALL H S

Prin of Agri, Food & Nat Res
CAG010/001 - Prin of Agri, Food & Nat Res
THURGOOD MARSHALL H S

**TMHS AVID Class of 2023
Section 1**
THURGOOD MARSHALL H S

Secondary Folder Format

Contains live and own
your own instruction



Welcome, Students! (Example)



Course Content: Instruction - 7th Grade ELAR

The Course Content folder contains instructional materials including:

- Teacher-created instructional videos
- Unit, concept, and lesson folders
- Links to online resources
- Uploaded instructional files
- Schoology tools
- Assessments



Course Content: Instruction - 7th Grade ELAR



Grading Period 1



Teacher Instructional Videos



Unit 1 Building a Literacy Community (Aug. 12-Sept. 12)



Concept 1 - Co-Constructing a Literacy Community



Reading and Writing Strengths: Beginning of Year -
Complete by 8/13/20



Learning Experience 1: Personal Dictionary (8/13/20-
8/18/20)



Learning Experience 2: Understanding Text (8/17/20-
8/18/20)



Learning Experience 3: A Picture is Worth a Thousand
Words (8/19/20-8/20/20)



Course Information - 7th Grade ELAR

The Course Information folder contains information and resources for this course, including:

- Conference period and online office hours
- Course syllabus and requirements
- Classroom, online, and lit circle expectations
- Login information for district resources
- Technology Tools Support



Parent Resources - 7th Grade ELAR

The Parent Resources folder contains all communications for parents. In this folder, you will find resources and materials that will keep you engaged in your students' learning experience in my class.

Information found in this folder:

- newsletters
- important communications from FBISD
- important information pertaining to this course

Online Learning helpful links:

- [Parent Help Center](#)
- [Family Access information and Login](#)
- [Video: How to Access Schoology and Setup Parent Account](#)

Secondary Electives

Contains live and own your own instruction



Welcome to P.E.

> **Class Content: Instruction - 3rd Grade P.E.**

The Course Content folder contains instructional materials, including teaching videos, lessons, and instructional resources for Grade 3 P.E.

Make sure assignments are completed in a timely matter to receive feedback, in case revisions are needed.

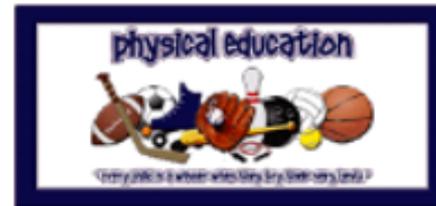


Image credit

http://2.bp.blogspot.com/-Zr_MeVts_Jo/UUdULJTIDIIAAAAAAAAA/D/bUCNpPduD0s320/physical-education1-701484.gif

> **Class Information and Resources**

This folder informs students and parents about teacher contact information, class policies and norms, online synchronous teaching, and how to access general information.

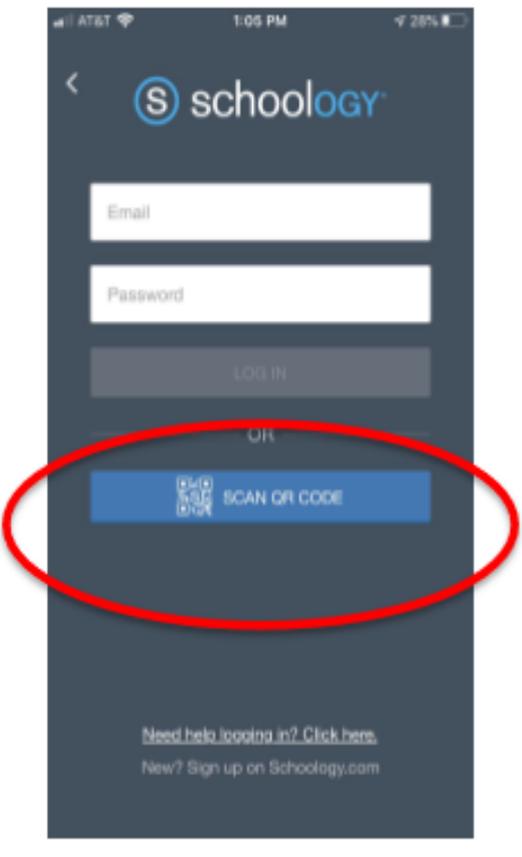
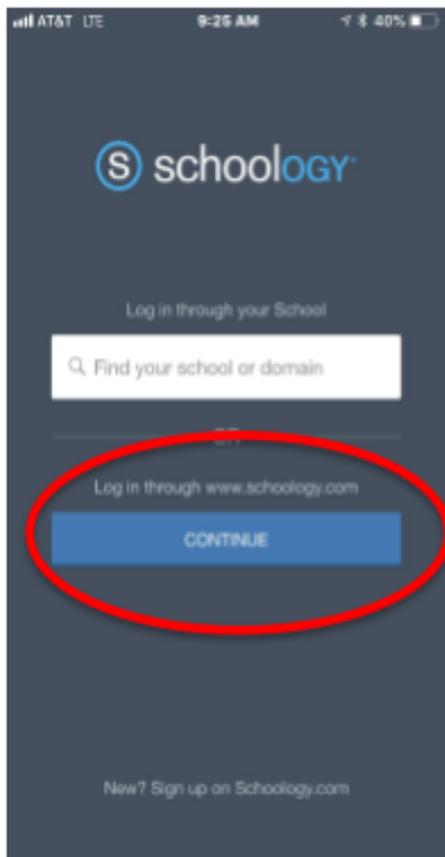
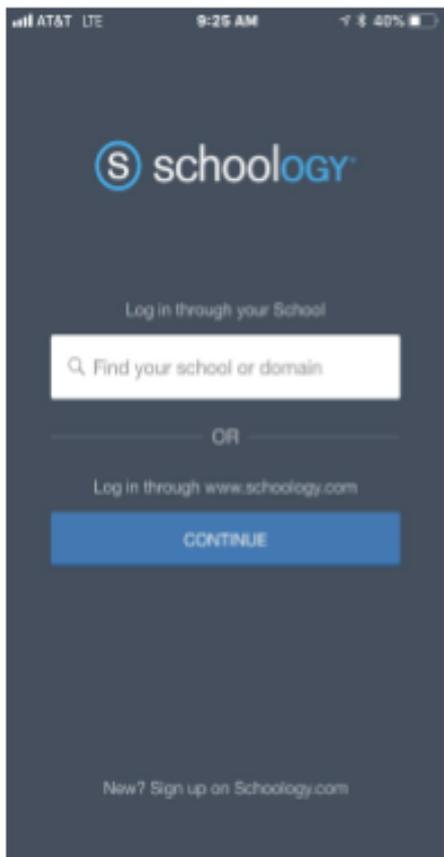


> **Parents**

This folder contains information intended for parents such as teacher contact information, newsletters, student support resources.



Schoology Mobile App

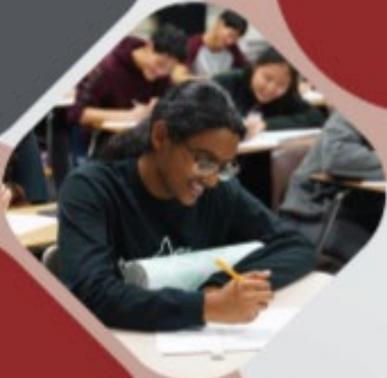


FBISD Schoology Job Aides and Tools may be located at:

<https://www.fortbendisd.com/Page/124794>

Schoology's Help Center:

<https://support.schoology.com/hc/en-us>



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Skyward Family Access Parents

Family Access:

- View attendance, grades, schedules and calendar
- View report cards and secondary progress reports
- Student online registration
- Course selection for secondary students
- View upcoming events and messages from teachers

Logging Into Family Access

The screenshot shows the FBISD website homepage. At the top, there is a navigation bar with the text "FBISD | our schools >" and "OUR INTERNATIONAL LANGUAGES >". Below this are language options: Español, العربية, Tiếng Việt, 普通话, മലയാളം, हिंदी, and العربية. A "user sign in >" link is on the right. The main header features the "FBISD INSPIRE • EQUIP • IMAGINE" logo and a search icon. A red navigation bar contains links: HOME, OUR DISTRICT, DEPARTMENTS, PARENTS & STUDENTS, COMMUNITY, STAFF, EDUCATION FOUNDATION, CAREERS, and I WOULD LIKE TO... A large banner image shows graduates in blue gowns and caps. A red button labeled "Headlines & Features" is overlaid on the banner. On the right side, there is a vertical "Let's Talk!" section with social media icons for Twitter, Facebook, YouTube, Instagram, and LinkedIn. The footer is a dark bar with icons and text for: "BuyTrak Web Store", "Bus Routes", "School Meals", "Student Registration", "Family Access" (highlighted with a yellow box and a yellow arrow), "Calendar", and "2018 BOND".



Skyward Family Access

Skyward Family Access

New Student Online Registration

Helpful "How To" Documentation

ANNOUNCEMENTS

SKYWARD FAMILY ACCESS

[Login to Family Access](#)

About Family Access

Maintaining open lines of communication between the school and home is vital to achieve the common goal of providing the best quality education to every student. Skyward's Family Access allows easy, open lines of communication between the school and home. Students and parents can login to view attendance, grades, schedules and calendars. Students can also perform their course selections online. Family Access is available anywhere with an internet connection.

How can I obtain access?

If your student is a current FBIISD student, and you do not already have access to Family Access, contact your child's campus. If you are new to FBIISD, you will be granted access to Family Access when you enroll your student through the online registration process.

- [Family Access Quick Guide](#) 📄
- [Family Access Guide](#) 📄
- [Minimum Requirements and Supported Browsers](#)



Skyward Family Access

Quick Guide

Home

From any screen, you can get back to the Home Page

All Students

You can see all of your students at once. You can also choose to see only one student at a time.

My Account

Change login, change password, upload a profile picture and sign up for email notifications.

NOTE

If your browser window is too small, you will see a instead of the HOME tab. Expand the plus sign to see the menu options.

Tabs

Click on the different tabs to get to other areas.

The screenshot displays the Skyward Family Access interface. At the top, it says "Family Access All Students (x)". On the left is a navigation menu with tabs: Home, New Student Online Enrollment, Calendar, Gradebook, Attendance, Student Info, Food Service Schedule, Endorsements, Teacher Conferences, Academic History, Portfolio, Skyport, and Login History. The main content area shows a message center for three teachers: JANE (Classroom Teacher), DICK (School Teacher), and DICK (Homeroom Teacher). The message center shows messages from Dec 30, 2015, and Sep 24, 2015. On the right, there is an "Upcoming Events" section with a calendar view showing dates from Fri Mar 11, 2016, to Thu Mar 17, 2016, with events like "TERM 3 Ends CLEMENTS H S" and "No School - Holiday/Spring Break CLEMENTS H S".

Upcoming Events

See upcoming events or go to your calendar.

Message Center

View messages from your Message Center.

FBISD | our schools > OUR INTERNATIONAL LANGUAGES > Español | العربية | Tiếng Việt | 普通话 | తెలుగు | বাংলা | user sign in >

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HOME | OUR DISTRICT | DEPARTMENTS | PARENTS & STUDENTS | COMMUNITY | STAFF | EDUCATION FOUNDATION | CAREERS | I WOULD LIKE TO...

Home / Departments / Skyward Family Access / Skyward Family Access

Shopping cart, Bus, Dining, Library, IT Support, Calendar, News

Skyward Family Access

- Skyward Family Access
- New Student Online Registration
- Helpful "How To" Documentation

ANNOUNCEMENTS

SKYWARD FAMILY ACCESS

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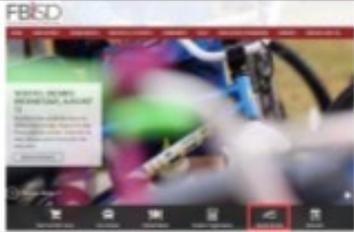
- [Family Access Quick Guide](#)
- [Family Access Guide](#)
- [Minimum Requirements and Supported Browsers](#)



Let's Talk!

Twitter, Facebook, YouTube, Instagram, LinkedIn

Fort Bend Independent School District Access Guide to Family Access

<ul style="list-style-type: none">• Begin by going to the FBISD website at: https://www.fortbendisd.com/family-access• Below the video, click on the Family Access icon.	
<ul style="list-style-type: none">• These are the screen resolutions, operating systems and supported web browsers for Skyward Family Access.	<p>Screen Resolution Family Access is best viewed at a screen resolution of 1024 x 768.</p> <p>Recommended Browsers Minimum Requirements.pdf</p>



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1Link Preview Parents





FBISD *1Link* is the District's portal inside ClassLink, a technology company that partners with instructional resource providers and schools to offer portal services with single sign-on access.

FBISD *1Link* will replace Schoology and Clever as the initial points of access for resources.

Effective use of resources requires the following.

- Universal portal containing FBISD-approved and managed resources and tools
- Ease of access with single sign-on*
- Data analytics to measure use and engagement

Academic integrity expectations are outlined in the Student Commitments for online learning.

- Display Digital Citizenship in all activities, assignments, and interactions.
- Follow the guidelines outlined in the FBISD Acceptable Use Policy (AUP) and FBISD Student Code of Conduct.



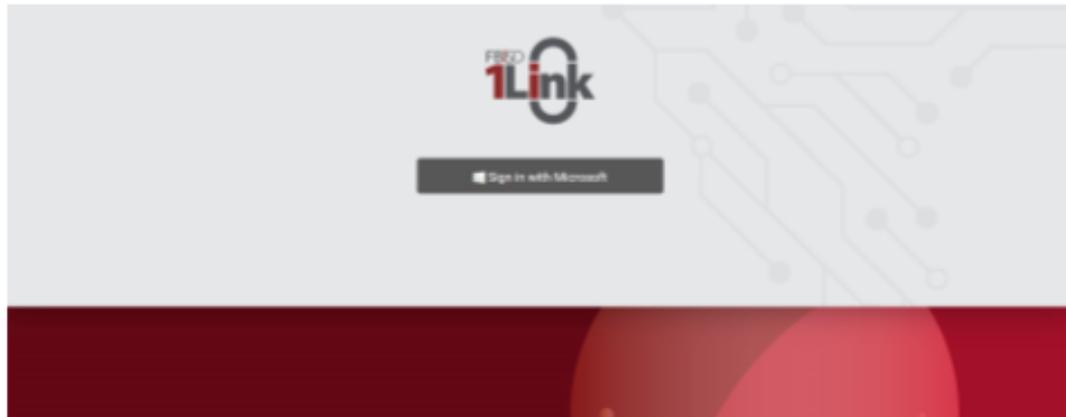
Key Features of the **FBISD 1Link** System

- Single Sign On Access
- Resources by school level/schedules
- Data analytics
 - Daily dashboard
 - Apps used
 - Time spent in apps
- Quick Guide and Video Support

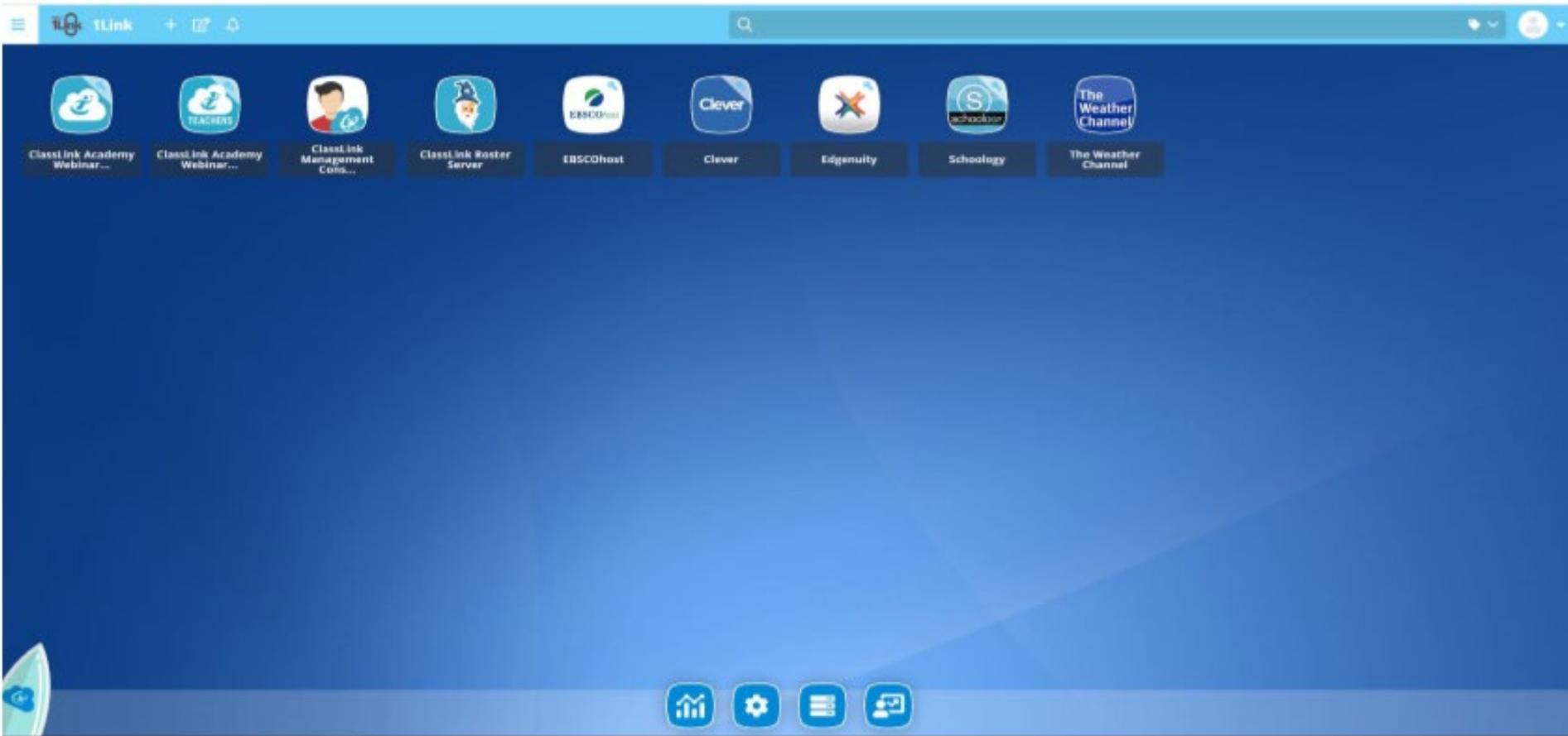
1Link Overview Video

1Link Login

<http://1link.fortbendisd.com>



1Link Look and Resources



More resources coming!



Campus Librarians will serve as 1Link Champions, supporting students and families with:

- ∞ Accessing and using 1Link
- ∞ Post 1Link information in Schoology Parent folder
- ∞ Responding to phone calls and emails

FBISD Toolkit – **Coming Soon!**

- **FBISD Quick Guide** This tool will help users access 1Link. It provides information for teachers and students to navigate with a single sign on into their customized 1Link account with a dashboard of resources based on course schedule and school level.
- **FBISD Parent Communication**
Communication to parents is key for students to successfully use 1Link from home. Parents will not have their own logins, but they can access the system with their children. Young children will likely receive a QR code from the teacher to initiate their access.

[Class Link Website](#)



FBISD *Reimagined*
INSPIRE • EQUIP • IMAGINE

Teams For Parents

What you need to know about Teams?

- FBISD defined platform for synchronous video conference opportunities for teacher/student collaboration
- Used to facilitate synchronous tiered learning experiences including intervention and small group instruction
- Replaces Zoom meetings, is integrated with Microsoft Office 365 and provides more secure access for students.



Teacher Expectations

FBISD Teachers will:



- ✓ Utilize video conferencing to deliver synchronous learning experiences on identified content to support the FBISD instructional model
- ✓ Link content created within Teams (i.e. shared documents) in Schoology, Microsoft Office, etc.
- ✓ Create and implement virtual respect agreements to establish norms for an online learning community and provide synchronous check-ins
- ✓ Provide small group collaboration and conferring through the use of purposeful talk protocols to support learning and peer/teacher feedback
- ✓ Collect observational and anecdotal evidence of student understanding of content in order to make instructional decisions

- Students will log into their Teams account and participate in synchronous sessions scheduled by their teachers on a daily basis, and complete asynchronous work through Schoology.
- Best practices for students when on Teams:
 - Mute microphones, until you need to speak, so all can hear the instruction.
 - Take turns speaking.
 - Use the chat to ask questions/respond.
 - Blur the background to protect the home environment.
 - Use the learning tools/tips to assist with engagement in the lesson.
 - Be respectful of each other in the online learning environment.
(Student Code of Conduct applies.)



- Teams provides an opportunity for a more engaging learning experience.
- There are several tools that will assist you and your student in having a quality learning environment.
- We will share some of those tips with you now.

Invite to a Teams Meeting

Sample Teams Meeting ▷ Inbox x



Joanne Klein
to me ▾

Mar
20
Fri

Sample Teams Meeting
[View on Google Calendar](#)

When Fri Mar 20, 2020 10am – 10:30am (CST)
Where Microsoft Teams Meeting
Who Joanne Klein*

**ACCEPT MEETING TO
YOUR OUTLOOK AND
TEAMS CALENDAR
THROUGH THIS LINK**

[Join Microsoft Teams Meeting](#)

[Learn more about Teams](#) | [Meeting options](#)

JOIN MEETING THROUGH THIS LINK

[invite.jcs](#) [Download](#)

Reply

Forward

Calendar in Teams

The screenshot shows the Microsoft Teams calendar interface. A red arrow points to the 'Calendar' icon in the left-hand navigation pane, which is also circled in red. A red box highlights a meeting card for 'Weekly Marketing Lunch' on Thursday, March 19th, at 1 PM. A red circle highlights the 'Join' button on this meeting card. A red box on the right side of the meeting card contains the text: 'JOIN button or open meeting and click on link'. The calendar shows a weekly view for March 2020, with various meeting cards for different days and times.

Choose your audio and video settings for
Lockdown Browser Weekly Update



Join now

    Custom Setup

Other join options

Joining a Teams Meeting

How do you want to join your Teams meeting?



Download the Windows app

Use the desktop app for the best experience.



Continue on this browser

No download or installation required.



Open your Teams app

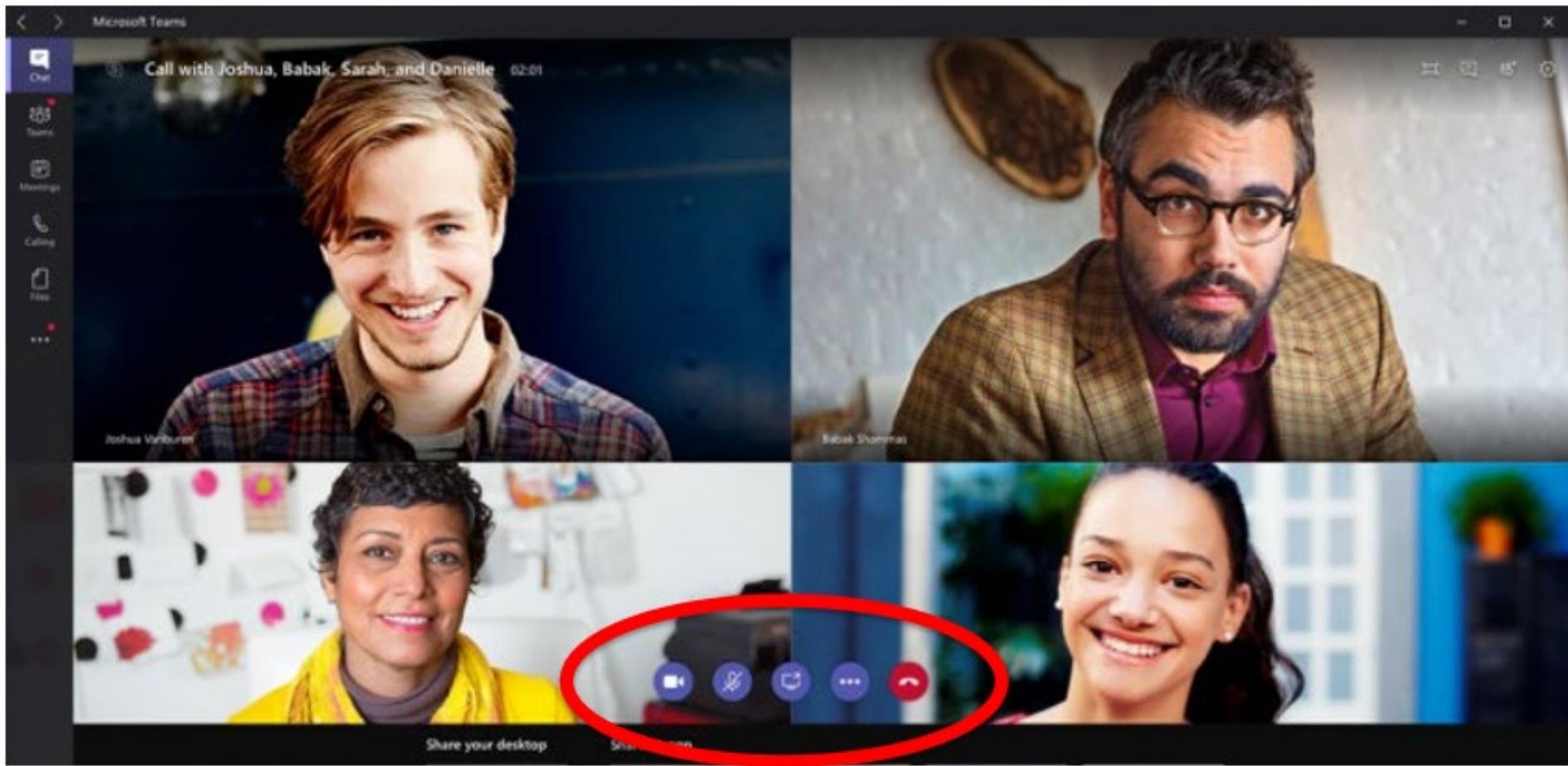
Already have it? Go right to your meeting.

Setting Microphone and Camera

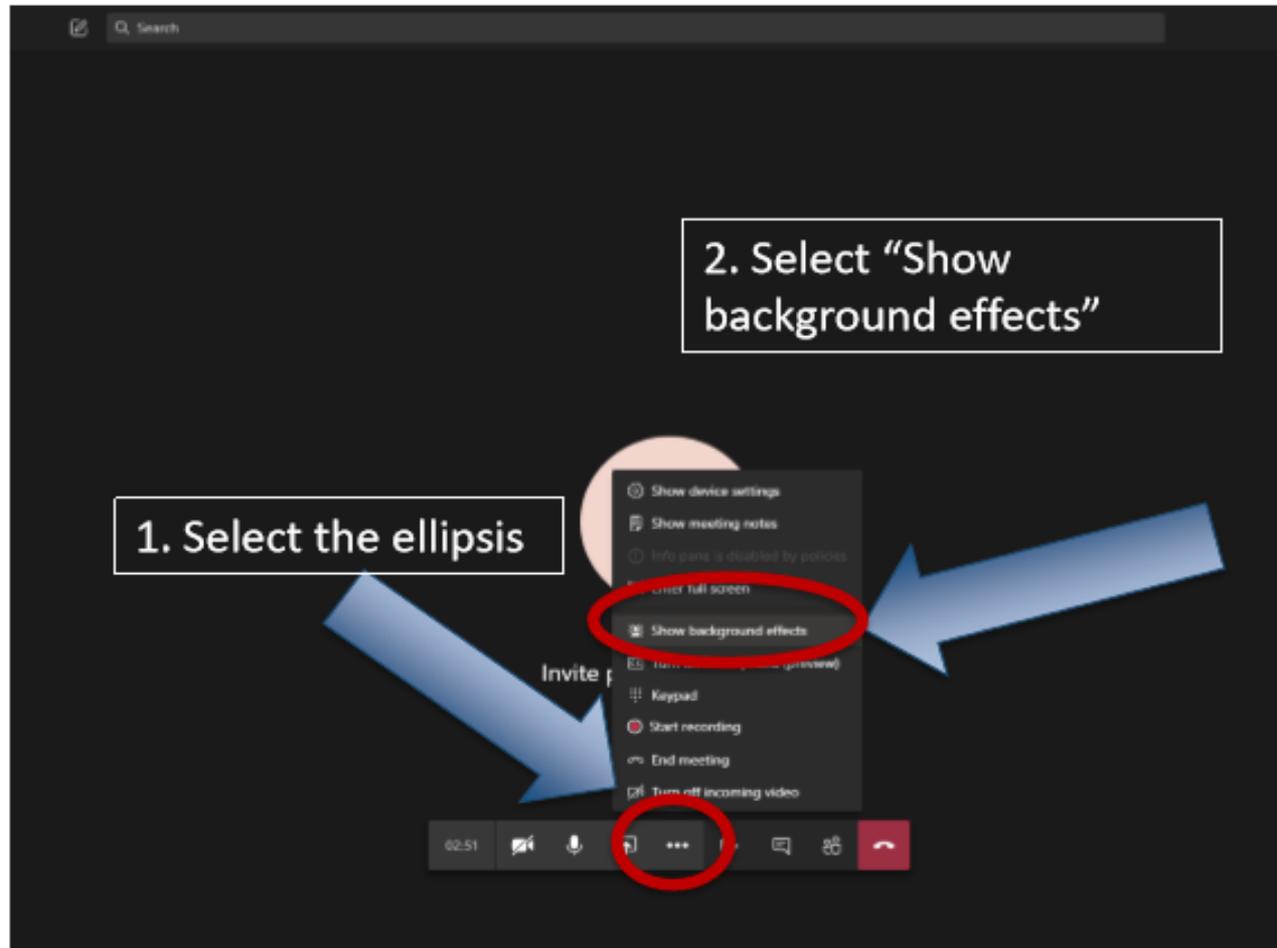
Select Allow to let Microsoft Teams use your mic and camera for calls and meetings on this browser.

When you do, we'll turn your devices on for a moment to set them up.

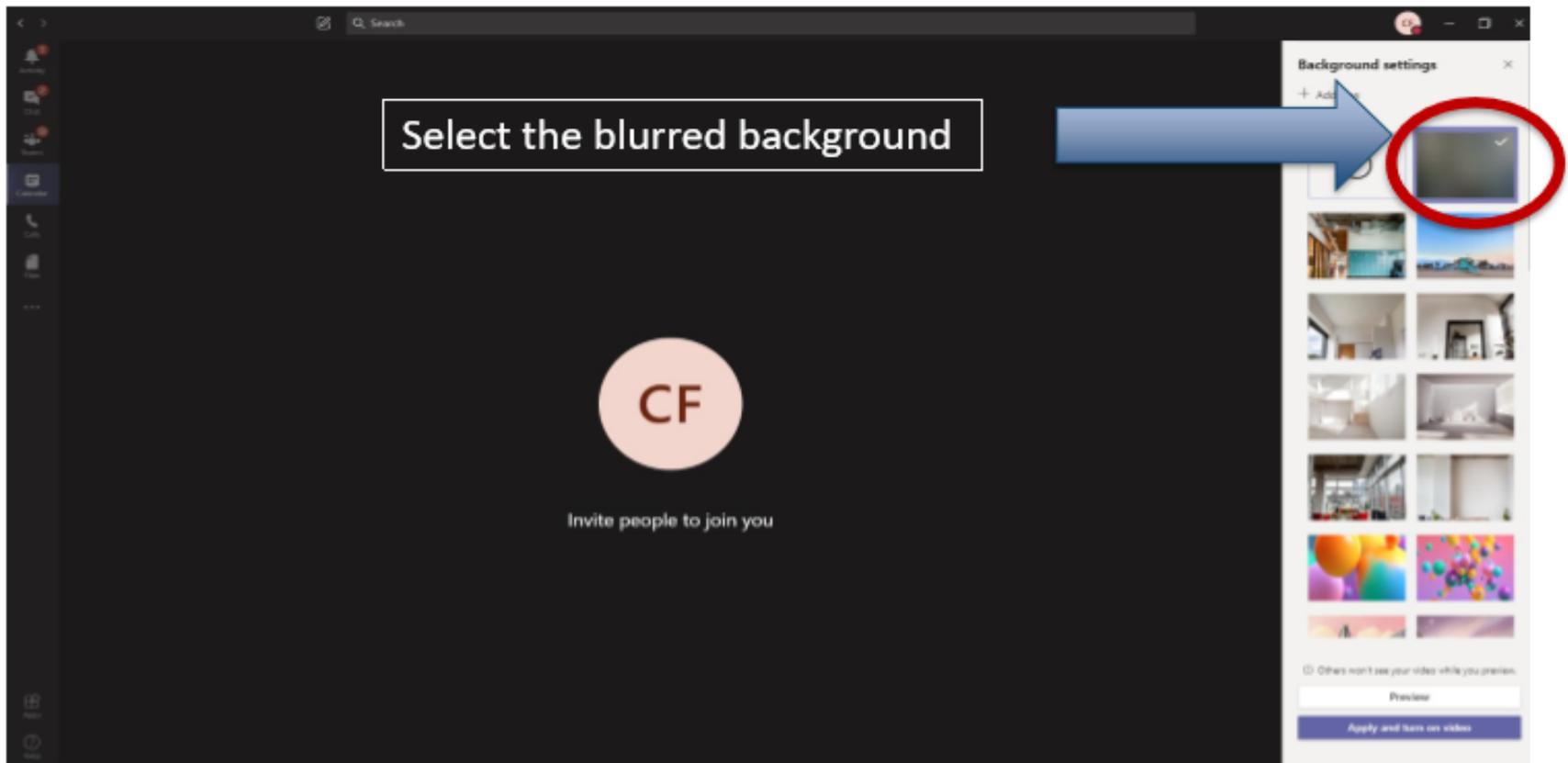
In a Teams Meeting



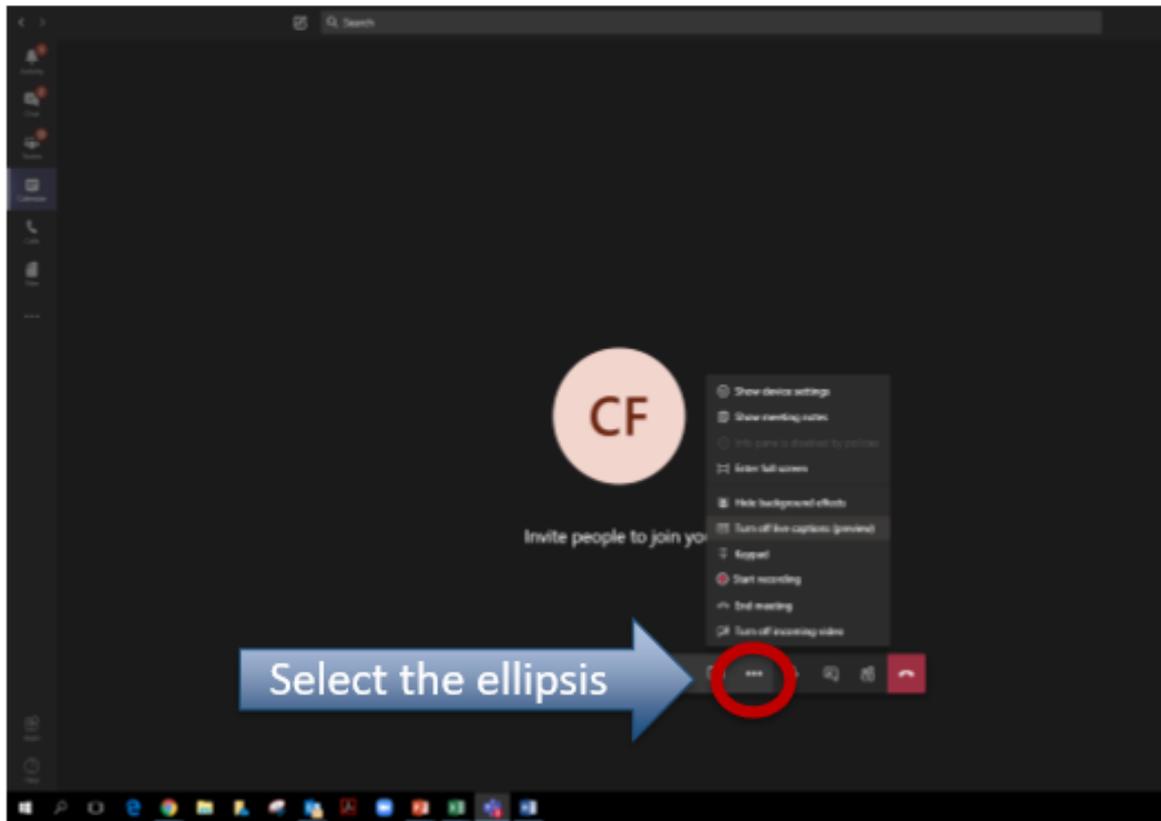
Adding a blurred background assists in protecting the privacy of your home and focuses students on the learning.



The option for a Blurred Background looks grey and fuzzy. Select this choice.



Closed Captions may be added to assist with reading the content.



While in a meeting or synchronous class, students can use the ellipsis and select “Turn on live captions (preview).”

Captions/words will then show on screen.

Using the Immersive Reader in Teams

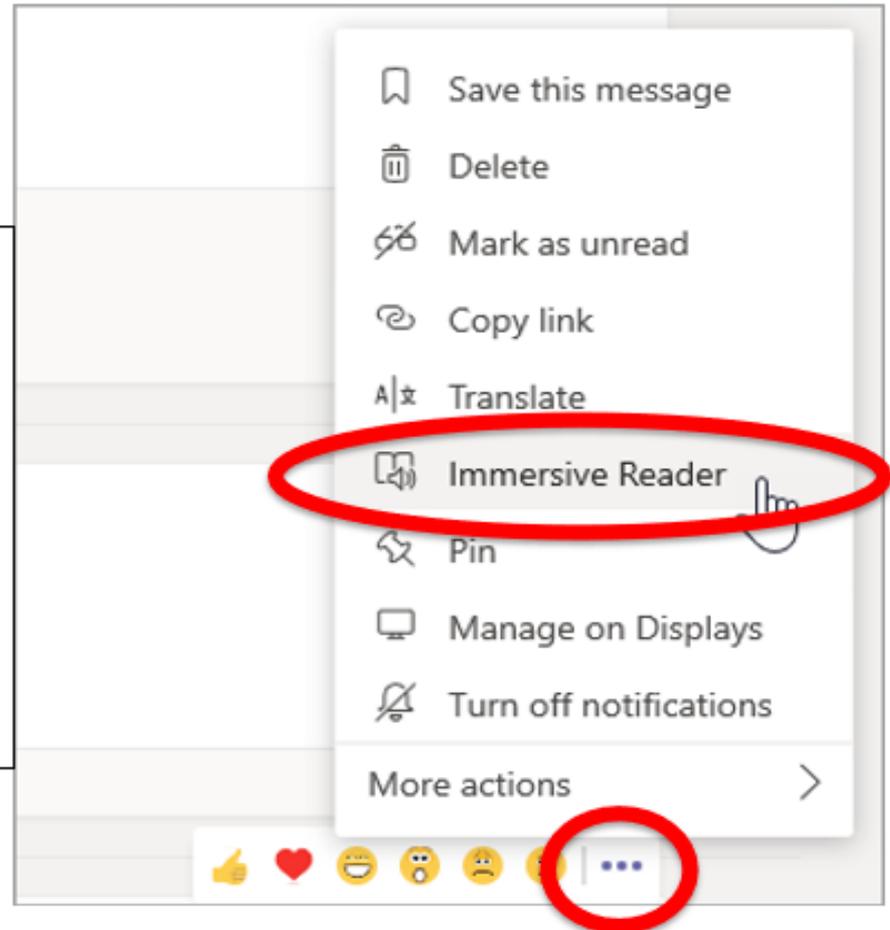
When in a Teams chat, you can access the Immersive Reader to translate a message to another language, access larger fonts and spacing or read text aloud.

The screenshot shows a Microsoft Teams chat window. At the top, it says "Today". A message from Fraser Beadle at 2:36 PM is displayed. The message title is "Immersive Reader" and the text says: "It can read the text aloud, at different speeds. It can show in larger font size with different colours and spacing syllables, verbs, nouns, adjectives, and sub-clauses all in different colours, and even with labels." Below the message is a "Reply" button. At the bottom of the chat, there is a prompt: "Start a new conversation. Type @ to mention someone." On the right side of the message, a context menu is open, listing several actions: "Save this message", "Edit", "Delete", "Mark as unread", "Copy link", "Immersive Reader" (which is highlighted in yellow), and "Turn off notifications". Above the context menu, there are reaction icons: a thumbs up, a heart, a smiley face, a speech bubble, a sad face, and a neutral face.

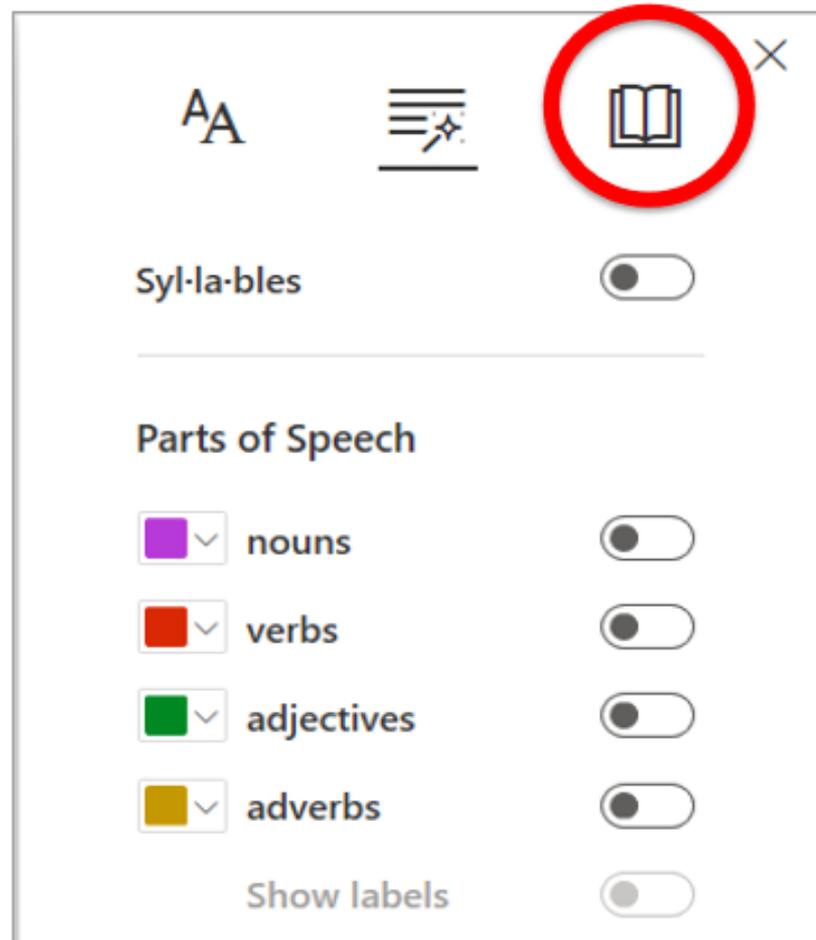
The Immersive Reader tool translates from English to another language.

First, hover over the message and click on the ellipsis (three dots) at the corner of the message

Then select “Immersive Reader” from the menu



After opening the Immersive Reader, click on the book icon at the top right corner to open the reader.



Last, click the small arrow on the bottom of the page in the center of the screen to have the text read.

迪基, 考特尼。

Original | Chinese Traditional



迪基, 考特尼在 2020年8月3日星期一 下午1:

35。

你太棒了, 非常感謝!



Online Learning Support Page:

<https://www.fortbendisd.com/onlinelearningsupport>



Parent Resource Page:

<https://www.fortbendisd.com/Page/124794>

