DIGITAL SKILLS & TIPS FOR ONLINE LEARNING

Online classes provide valuable skills to be successful in college, career, and life.

1. PARTICIPATE ACTIVELY
   - Students should login to their course each week day.
   - Teachers will use course announcements to communicate important reminders or changes about assignments.
   - Students can log on to their class from any computer connected to the internet.

2. COMMUNICATE REGULARLY
   - Email – students should check ‘student.dodea.edu’ email each week day
   - Google Hangouts – students can communicate with online instructors via text, call, or video. (Must have microphone for calls or videos; also must have camera for video interactions.)

3. REVIEW ASSIGNMENTS
   - Teachers will post new assignments or assignment lists regularly.
   - Students should review those tasks each day, paying close attention to due dates and grading rubrics so they know what is expected of them.

4. CHECK GRADES/FEEDBACK
   - Parents and students should access GradeSpeed regularly to see how students are doing in their courses.
   - Check the course for any feedback associated with a specific assignment.
   - Reach out to teachers for any questions related to grades earned.

5. MAINTAIN ACADEMIC INTEGRITY
   - Follow teacher test taking procedures.
   - Students should read resources to grasp the general idea and then put it in their own words.
   - Students should cite any resources used in their work.