# Getting Started with Remote Learning

## 2020 - 2021

# What will the remote school day look like?

| Periods | (M,T,W,Th,F) | 1 Hour Delay | 2 Hour Delay |
|---------|--------------|--------------|--------------|
| 1 | 8:12-8:51 | 9:12-9:44 | 10:12-10:37 |
| 2 | 8:54-9:32 | 9:47-10:18 | 10:40-11:05 |
| 3 | 9:35-10:13 | 10:21-10:52 | 11:08-11:33 |
| 4 | 10:16-10:54 | 10:55-11:26 | 11:36-12:01 |
| 5 | 10:57-11:35 | 11:29-12:01 | 12:04-12:29 |
| 6 | 11:38-12:16 | 12:04-12:36 | 12:32-12:57 |
| 7 | 12:19-12:57 | 12:39-1:11 | 1:00-1:25 |
| 8 | 1:00-1:38 | 1:14-1:45 | 1:28-1:53 |
| 9 | 1:41-2:20 | 1:48-2:20 | 1:56-2:20 |

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# Sample Student Schedule

**Period**

**Teacher**

## Courses

| Days | Period | Term | Room | Course# | Course | Sec | Teacher |
|------|--------|------|------|---------|--------|-----|---------|
| A,B,C,D | 1 | 1,2 | 311 | 3672 | IB Math Analysis HL Yr1 | 1 | N. Abbatiello |
| A,C | 2 | 1,2 | CAFE | 9440 | Academic Study | 1 | A. Staff |
| B,D | 2 | 1,2 | BAND | 6883 | IB Music HL - Year 1 | 1 | P. Huneke |
| A,B,C,D | 3 | 1,2 | 205 | 2380 | IB Hist Amer HL-Year 1 | 2 | R. Hoffman |
| A,B,C,D | 4 | 1,2 | 111 | 5380 | IB Spanish SL-Year 1 | 1 | M. Lois |
| A,C | 5 | 1,2 | 205 | 2385 | IB TOK-Year 1 | 1 | R. Hoffman |
| B,D | 5 | 1,2 | CAFE | 9440 | Academic Study | 11 | A. Staff |
| A,B,C,D | 6 | 1,2 | CAFE | 9110 | Lunch | 1 | D. Staff |
| A,B,C,D | 7 | 1,2 | 119 | 4370 | IB Chemistry SL | 1 | K. Ravo |
| A,C | 8 | 1,2 | 119 | 4370 | IB Chemistry SL | 1 | K. Ravo |
| B,D | 8 | 1,2 | GYM | 7130 | Phys Ed | 14 | J. Cox |
| A,B,C,D | 9 | 1,2 | 206 | 1380 | IB English HL-Year 1 | 2 | N. Confalone |
| B,D | 10 | 1,2 | Chorus | 6883C | IB Music HL - Chorus | 3 | G. DeFalco |

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**Letter Meeting Day**

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# School Year Basics

- The school year is divided into 4 marking periods and 2 semesters
- All core classes will meet in a live Google Meet Monday, Tuesday, Thursday, and Friday
- Some electives as well as physical education will meet 2 times per week (A/C or B/D days)
- The rotation for A, B, C, and D days will be the same except if there is a holiday or day off during the week.
  - Monday - A Day
  - Tuesday - B Day
  - Thursday - C Day
  - Friday - D Day
- Wednesday is a Flex Day (except during weeks with a holiday) and students can book in person small group time with their teachers during the time when they would have had the class.
  - Example: A student has Math 5th period on their schedule.
  - On Wednesday the student can book in-person time with the math teacher during 5th period.

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# How do I get into my remote classes?

- Students should login into the student portal on Eschool to see their schedule.
- Students should check their DFSD email and accept the Google Classroom Invites from their teachers
- On the top of the Google Classroom is the link that the teacher will use for Google Meets
  - Note the link is the same everyday
- Students will follow their schedule and login to the Google Meet during the appropriate period for their class.

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# Remote Learning Expectations

- Students are expected to login in and attend all classroom lessons for all periods
- Students must have their camera on for the duration of the class and appear on camera - having their camera off or a screensaver on are not permitted
- Students are expected to be dressed appropriately just as they would if they were attending school in person
- Students/and or parents are not permitted to record lessons and/or take photographs of teachers when they are teaching or appear on camera
- A teacher's image and likeness are only permitted for instructional purposes and may not be rebroadcast without the prior permission of the teacher

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# How and When Can I Come to Campus?

- Anytime a student comes to campus, they must complete the health screening form through the district app prior to coming
- Students will use PickATime to book appointments with their teachers
  - Students can book appointments everyday from 2:20-3:20 as well as during their class periods on Wednesday
- Students can also use PickATime to book time to work on their remote classes on campus
- Students can book appointments with their school counselor
- Students can also come to campus for club meetings

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# How Do I Login to PickATime?

- Go to the scheduling link https://pickatime.com/DobbsHSOnsiteScheduler

- If you are a first time user, you must first create an account by clicking on the "Login / Create Account" button. Enter your Dobbs Ferry email address and create a password

- Fill in your First Name, Last Name and any other requested information.

- If you have previously registered, enter your email address and password and press the "Login / Create Account" button.

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# Scheduling with PickATime

- Once you have registered or logged in, you may see a list of locations or simply one location. Select student meeting teacher event. Only "open" appointment times will show. If no times are showing, that means all times have already been booked.
- If a time slot is available, the time will be showing. To select your time, simply click on the time that you want.
- You will optionally be able to choose the number of days prior to your appointment that you would like an email reminder sent.
- Click on the "Create Appointment" button. This will confirm your appointment for the date and time you selected.
- To end your session, select the "Logout" button.
- If you need to change or cancel your appointment, please log in to the site to first cancel your current appointment, then to book a new appointment. The cancel button is at the top of the screen when you log back in.

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# What do I do if I need help?

- If I need help with my classes I go to my teacher
- If I need help with my schedule or organizing myself I go to my school counselor
  - Mr. Palmer - palmerw@dfsd.org
  - Ms. Propersi - propersim@dfsd.org
  - Ms. Silk - silkc@dfsd.org
  - 
- If my chromebook breaks I email Ms. Kastanis - kastanisk@dfsd.org
- If I need tech support with PickATime I email Ms. Reim - reimc@dfsd.org
- If I need support or help navigating my day I email Mr. Patrillo - patrillos@dfsd.org

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