

2020-2021 SCHOOL YEAR

# Hybrid Learning Checklist

Take these critical steps to support hybrid learning. Need help setting up accounts? [Contact us](#) or create a free individual account.

## Before start of the school year

### Plan learning recovery with Zearn Math

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#### Review learning recovery revised scope and sequences

Use amended sequences as guidance on integrating missed learning without adding instructional days.

[Download PDF](#) →

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#### Watch learning recovery overview video

Admin and grade-specific plans for Learning Recovery and steps for getting started.

[Watch videos](#) →

### Orient to getting started resources

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#### Share Zearn Math tutorial library

Overviews of digital lessons and reports.

[Access all webinars & tutorials](#) →

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#### Watch overview of Zearn Admin Reports

Explains each component of Zearn Math Admin Reports.

[Watch video tutorials](#) →

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**Set up Zearn Math on-demand virtual PD**

Trains on getting started as well the key concepts and teaching strategies of each unit of instruction.

[Learn more](#) →

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**Contact Zearn certified partner for additional support**

Individuals at partner organizations have been trained by Zearn and provide in-depth implementation support.

[See Certified Partners](#) →

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**Watch overview of Zearn Math Digital Lessons**

Orients to the fluency, concept development, and application work in each lesson and how the program responds and adapts to student needs in real time.

[Watch video](#) →

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**Watch overview of Zearn Class Reports**

Explains each component of Zearn Math Class Reports.

[Watch video tutorials](#) →

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**Complete Classroom Implementation PD**

3-hour virtual PD session trains on implementing Zearn Math. (Available to paid School Accounts who have purchased PD)

[Instructions for accessing PD](#) →

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**Complete Curriculum Study PD for first unit of instruction.**

Zearn offers a 1-hour virtual PD session for each unit of K-5 math that explores the concepts and teaching strategies for the given unit. (Available to paid School Accounts who have purchased PD)

[Instructions for accessing PD](#) →

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### Orient to the Zearn Help Center

First step to troubleshooting, FAQs, and step-by-step instructions.

[Visit Help Center](#) →

## Share Zearn Math with Parents

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### Distribute parent/caregiver pack

Includes orientation videos, tutorials for helping students log in, and tips to support students. Available in English and Spanish.

[View packs](#) →

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### Share parent webinar video

Explains the student experience, materials needed, and how to login.

[Access parent video](#) →

## Distribute logins and materials

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### Confirm accuracy of all roster information

Ensure all students have login credentials. If part of a school account, ensure school-wide rostering is complete.

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### Include login credentials in parent/caregiver pack

Each pack includes a letter template for sharing student-specific login information. Alternatively, send home printed login cards or information for accessing Clever.

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### Confirm students have technology needed

Digital Lessons require internet access and compatible devices.

[Review technology requirements](#) →

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### Distribute printed student materials

Send home student workbooks and/or printed student notes for each lesson. Students can also use scrap paper and a pencil.

[Instructions for accessing printed materials](#) →

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### **Print lesson templates and provide guidance on manipulative use outside of school**

If using Zearn Math for teacher-led instruction in addition to digital lessons, print the templates for the first mission of instruction at the back of each whole group & small group lesson, and provide information on manipulatives. Many districts are choosing to use familiar household items outside of school for concrete work. Teachers can also model lessons that use other manipulatives and use pictorial representations where students can more easily share their work virtually. Each Learning Recovery Webinar discusses prioritized manipulatives by grade.

[Review Manipulative List](#) →

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### **Share email support information to admin and teachers**

Our team is here to help with questions and troubleshooting.  
(Available to paid School Accounts only)

[Support information](#) →

## At the start of the school year

### Complete diagnostic unit

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#### Administer diagnostic unit for all students

Assess missed learnings from prior grades. Review Learning Recovery guidance for detailed outline of the diagnostic.

[View instructions for administering diagnostic unit](#) →

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#### Set assignment after diagnostic unit

Use Learning Recovery guidance and foundational lessons to set student assignments based on the diagnostic. For students with many Tower Alerts in the diagnostic unit, assign students to foundational content.

[View instructions to set assignment](#) →

### Communicate learning goals

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#### Share pace and lesson goals with students

Students need to complete four lessons each week to complete their grade-level scope and sequence. Students may need to complete additional lessons if working on prior grade-level content as well.

[Download student lesson tracker](#) →

## Throughout the fall

### Analyze assessment and progress reports

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#### Check Admin Report at least once a week

Track active students, time spent, and productivity.

[View tutorial video](#) →

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#### Check Tower Alerts Report at least twice each week

Alerts teachers when students are repeatedly struggling in a digital lesson and need intervention.

[View tutorial video](#) →

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#### Check Pace Report at least once a week

Track how many lessons students are completing and time spent.

[View tutorial video](#) →

#### TEACHER

#### Check Progress Report at least once a week

Track what specific content students are completing.

[View tutorial video](#) →

### Adjust content assignments

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#### Review assignment regularly

Use assessment data combined with scope and sequences to regularly review content assignments and move students as needed.

(Individual lesson-setting available to paid School Accounts only)

[View instructions for setting assignment](#) →

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### Direct students to foundational content

Foundational lesson guidance outlines targeted intervention content for each lesson of grade-level math. Students can also review content in the My Stuff Math Library, which includes guided and independent practice activities for every topic of K-5 math.

(Available to paid School Accounts only)

[View instructions for using foundational content](#) →

## Continue ongoing PD

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### Revisit Classroom Implementation PD

This 40-session virtual PD explores math content and teaching strategies for every unit K-5. Can be completed in teaching teams in-person or virtually as well as individually.

[Instructions for accessing PD](#) →

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### Complete Curriculum Study PD for each new unit

This 40-session virtual PD explores math content and teaching strategies for every unit K-5. Can be completed in teaching teams in-person or virtually as well as individually.

[Instructions for accessing PD](#) →

## Keep parents/caregivers informed

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### Send information on progress

Teachers have access to multiple reports that show detailed progress and assessment reporting for each student. Teachers can use these reports side-by-side with other information to provide parents/caregivers updates on students' progress. Parents do not have access to student-specific reports.

[View instructions for accessing Class Reports](#) →

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### Share individual Student Reports

Includes which topics a student may be excelling in, and which topics a student may be struggling with and how deep the struggle is. Can be printed and/or emailed. Available to paid School Accounts only.

[View instructions for accessing Student Report](#) →

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### Share tips on supporting independent learning

Images of anchor charts can be put on school websites, emailed, texted, and/or shared on social media to support parents/caregivers with helping their student persevere through challenges when working independently.

[See tips](#) →

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### Print & distribute student-facing lesson templates

If using Zearn Math for teacher-led instruction in addition to digital lessons, print the templates for each upcoming mission of instruction at the back of each whole group & small group lesson. Share these with parents, caregivers and families regularly while virtual instruction is taking place.

## Celebrate! 🎉

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### Share Zearn Certificates

Certificates can be downloaded, printed, emailed, texted, and/or shared on social media. New Certificates will be emailed to admin & teacher accounts throughout the fall.

[View Certificates](#) →

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### Share #ZearnedIt stories

Tag @Zearned on Twitter, Facebook and Instagram and share moments students #ZearnedIt. Zearn will share ideas and celebrations across the Zearn teacher community.