Getting Started
A Checklist for NYC DOE Anchor School Educators

1. Get to know Zearn
   - Attend training
   - Engage in a few Digital Lessons from your grade level
   - Orient yourself to the data in your Zearn Class Reports
   - Align with your principal and team on where Zearn will fit in your daily schedule

2. Prepare your account
   - Log in and familiarize yourself with your account
   - Review your class list on the “Roster” tab to ensure they are accurate

3. Get your materials ready
   - Make sure students have login information
   - Ensure each student has access to resources such as a device, internet, headphones, and pencil
   - Make sure you have journals, whiteboards, or printed Student Notes on-hand

4. Engage your students
   - Orient students to the flow of a digital lesson by completing 2-3 Digital Lessons as a whole class
   - Get a few questions wrong to review and discuss the importance of making and learning from mistakes
   - Model using paper Student Notes during the Digital Lesson and persevering through parts that might be more challenging

5. Establish classroom systems and routines
   - Enact systems and routines to celebrate Digital Lesson engagement
   - Set goals with students to encourage perseverance through struggle
   - Use the Pace Report to check on Zearn time and usage. Use the Tower Alerts Report to diagnose struggle and craft a plan to support

6. Share Zearn with families
   - Support family understanding of Zearn and/or ongoing communication with families

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