

BEST PRACTICES FOR DISTANCE LEARNING: CTE INSTRUCTION

1. ACCESSIBILITY

- Make sure all students- even those who do not have internet- are able to access instruction and material (hard copy/telephonic options)
- Have virtual office hours so that students who have questions or need extra support have an opportunity to speak with you without an audience

2. CLEAR EXPECTATIONS

- Students need to know what is expected of them up front regarding:
 - Attendance
 - Participation
 - Projects
 - Digital Citizenship
- Guardians should also be contacted and communicated with regarding the expectations for the class
- Frequent checks for understanding to make sure students comprehend expectations and/or instructions and assignments
- Provide feedback as well as opportunities for self-assessment

3. RELEVANT

- In order to create buy-in, students need to know why they are learning a particular concept
- Lessons should relate to skills they would use in “real life”
- Know what the desired learning objective/end goal is and design lesson from there

4. CONSISTENCY

- Develop a daily routine
 - Consistent time/date
 - Open- Instruction- Activity- Exit
 - I do- we do- you do

5. VARIETY OF ACTIVITIES

- Differentiation: Take into account students who may have learning disabilities, cognitive impairments, gifted and talented
- Choice: Allow students to demonstrate their knowledge in a way that best suits them (ie oral, written, video, etc)
- Include assignments that might be done individually or with a partner
- Avoid falling back on worksheets for all assignments

6. PREPARE

- Be sure to test your activities, tools, technology before presenting them
- Have an alternate lesson prepared should something not be working properly

