



## W.J. Keenan High School Virtual Learning Expectations/Tips for Students

- **Bell Schedule:** Virtual Classes at W.J. Keenan will begin at 9:00AM and end at 3:00 PM Monday through Friday. You will follow your class schedule from 1<sup>st</sup> to 4<sup>th</sup> block with a time period for lunch. Attendance will be recorded in each class and you are expected to login on time. Follow the Richland One calendar for observation of holidays and school closure. **Keep in mind that we will be observing a 4x4 schedule which means that you will attend your classes each day for each semester.** We are no longer following an A/B day schedule.
- **Raider Time:** Each Wednesday, we will observe Raider Time. During this time, you will take advantage of a non-traditional school day and re-do assignments or spend time studying to prepare for the next day. If you are missing something, you need to communicate with your teacher to make it up. This is the time to accomplish that.
- **Monitor information:** Check the school website, Power School, W.J. Keenan's social media accounts and Microsoft Teams often to monitor school updates and teacher posts of assignments. Keep up with your deadlines.
- **Communicate with your teachers often:** If there is any reason that you cannot log on for the day, you need to communicate ahead of time and let your teacher know. If there is something that you don't understand, you should communicate that with your teacher immediately so that you can get support.
- **Student Support:** Your counselors, social workers, the media specialist, administrators are all accessible to provide you with the support that you need. Please reach out to them if you have a situation that you need help resolving. You may find emails on the school website.
- **Tech support** is available each day Monday- Friday. You may call 803 231-7436 between 7am and 5 pm to get help with your laptop if you are experiencing an issue.
- **Richland One Code of Conduct:** Students must adhere to the Richland One AUP (Acceptable Use Policy) for using your laptop. Remember that your laptop belongs to the school district and is a monitored device.
- **Grading:** The uniform grading policy is still in effect through e-learning. Pay attention to the course requirements that your teachers have shared at the start of class so you know how they will grade assignments.
- **Class Protocols:** Keep your microphone muted unless the teacher asks otherwise. If possible, try to find a workspace at home that is free of distraction. Remember you are still expected to treat this as professional work space which means respecting your teacher and your classmates by using appropriate language and following the class norms.
- **Stay organized.** Get a planner or write down your assignments in one notebook so that you can stay on top of your work. Check this every day. Find a group of classmates that may help hold you accountable for getting things done.