

Set Up Your Digital Classroom

Every teacher knows that a great classroom invites exploration and discovery while also supporting all the norms, routines, and procedures that make day-to-day teaching and learning run smoothly. Though we already do this for the physical spaces in our classrooms, it's important to also consider the digital spaces we and our students inhabit. Use these tools, tips, and strategies to establish some workflows and procedures that support students' learning, in your classroom and beyond.

Tips for Setting Up Your Digital Classroom



- **Set up dedicated areas in your classroom for the tech tools you use.**
 - Set up a convenient and secure place to organize and store devices, just like you do for textbooks and other supplies.
 - Think about everything from safe storage and charging to systems for efficient pickup and drop-off.
- **Create a communication system for students' device use.**
 - Don't overlook the value of clear, concrete, and consistent communication for students around in-class tech use.
 - Visual cues and signals are important, and it's best to set expectations early, then put them in practice throughout the year.
- **Establish a consistent digital workflow for students.**
 - It's important to develop well-understood procedures for managing students' digital work, just like you have systems for passing out and collecting papers.
 - Establish consistent and efficient procedures around any tool you use, whether it's a schoolwide LMS or something as simple as a shared folder.

Suggested Tools



CLASS

Seesaw: The Learning Journal

Versatile digital portfolio appeals to teachers, students, and parents.

www.common sense.org/education/app/seesaw-the-learning-journal



FreshGrade

A fresh way to capture, document, and share student learning.

www.common sense.org/education/website/freshgrade



Spiral

Provide instant feedback with collaborative, multimedia assessment tool.

www.common sense.org/education/website/spiral