

# SURVIVAL SKILLS IN THE TECHNICAL CLASSROOM

Substitute Teacher Training, April 10, 2018

# LA OR EL ?

- A Spanish Teacher was explaining to her class that in Spanish, unlike English, nouns are designated as either masculine or feminine. “House” for instance, is feminine, “la casa”. Whereas “Pencil” is masculine: “el lapis”.
- A student asked , “What gender is “computer?” Instead of giving the answer, the teacher split the class into two groups, male and female, and asked them to decide for themselves whether computer should be a masculine or a feminine noun. Each group was asked to give four reasons for their recommendations.
- The men’s group decided that “computer” should definitely be of the feminine gender (“la computadora”) because:
  1. No one but their creator understands their internal logic;
  2. The native language they use to communicate with other computers is incomprehensible to everyone else;
  3. Even the smallest mistake is stored in long term memory for possible later retrieval; and
  4. As soon as you make a commitment to one, you find yourself spending half your paycheck on accessories for it.
- The women’s group, however, concluded that “computer” should be masculine (“el computador”) because:
  1. In order to do anything with them, you have to turn them on;
  2. They have a lot of data but still can’t think for themselves;
  3. They are supposed to help you solve problems, but half the time they ARE the problems; and
  4. As soon as you commit to one, you realize that if you had waited a little longer, you could have gotten a better model.

# BACKGROUND

- 30 year Tech Industry career in Federal, State and Local Government
- User Support Specialist for Rock Creek School, Staff Development Center
- Substitute Teacher-Elementary, Middle and High School
- Long Term Substitute Teacher (LTS), Home and Hospital Teacher (HHT)
- Special Needs, & Severe and Profound Disabilities
- Scientific background with respect for methodology

# TECHNOLOGY USE IN FCPS

- **Blended learning** is an education program (formal or non-formal) that combines online digital media with traditional classroom methods. It requires the physical presence of both teacher and student, with some element of student control over time, place, path, or pace.
- As a Substitute Teacher you will experience some courses in FCPS that use a Blended Learning Model. This means the class uses technology and direct instructions but gives students some control over part of the learning experience.
  - Promethean Boards
  - Chromebooks
  - Google Classroom (Schoolology)

# SURVIVAL SKILLS OVERVIEW

- Promethean board use ~ Demonstration
- Differences between Staff, Student and Substitute teacher login
- Chromebook
- Google classroom (Schoology)
- Advice from the Trenches
- Online resources and training available to substitute teacher

# PROMETHEAN BOARD DEMO

- Connections:
  - Power
  - VGA
  - USB
  - Internet
- Monitor #2
  - **Fn-F8**
  -  + tap "P"
- Active Pen/ Wand
  - Calibrate
- Document camera
  - PC, Camera, Playback
  - iPEVO

# PROMETHEAN BOARD DEMO

- Is my board receiving power?
- Flame icon A small, circular icon showing a blue flame.
- Flame is off-no power, no light
- Flame is **Solid White** and all connections are good
- Flame is **Solid Red** has power but USB is disconnected from computer/laptop
- Active Manager icon ~ **Red X = not connected**
- Active Manager icon-Will contain orange Prometheus board logo

# ADVANCED PROMETHEAN BOARD TIPS

- Board only Displays Background
  - No Icons ~ Push the Command & F1 keys on your keyboard
  - Sound Issues ~ clear light on the left side of the board is green (if not, push it one time)
  - On computer, click “Apple”, then “System Preferences”, then “Sound”; in the box, click the “Output” tab & select “USB Promethean Speakers”
  - Shadow (box) Trailing the Cursor ~ Unplug both Promethean cords from computer
    - Restart computer
- Pens Won’t Work or are “Jumpy” (be sure board is connected to computer)
  - Hold it up to the Promethean symbol at the top left side of the board. This should automatically turn green and open the calibrate menu. If not... On your computer, click on the Promethean icon in the menu bar at the top of your screen. Scroll down to “Calibration”, then select either “5 points” or “25 points”. (I recommend 25 points.)
  - If they still won’t work... Unplug both cords, turn off projector, and restart computer

# STAFF, STUDENT AND SUBSTITUTE TEACHER LOGIN

- Staff ~ Front.Office (@fcps.org)
- Student ~ 96jcolborn@my.fcps.org (birth year)
- Teacher ~ James.Colborn@fcps.org
- Classroom ~ rca.colborn@my.fcps.org

# CHROMEBOOK

- 1-to-1 in specific FCPS
- Limited access to Internet-based tools
- Google-specific Drive, Classroom, Docs, Sheets, Slides
- Print capabilities are School-based (e.g., only in Media Center, NOT in classroom)
- No spare powercords
- No Microsoft Suite ~ Word, Excel, Powerpoint
- Chromebook GURU = User Support Specialist (USS) and Media Specialist

# GOOGLE CLASSROOM

- **Curriculum Now** ~ Link: <https://sites.google.com/a/fcps.org/curriculum/>
- Classroom.google.com
- Sites.google.com
- Drive.google.com
- Docs.google.com



# ADVICE FROM THE TRENCHES

- Follow the lesson plans that are written; don't invent your own or decide that it's too hard for the students - the teacher prepared the lesson (and quite possibly the students) for the content
- Do not engage in arguments with middle school students; you're not their normal teacher, you don't know how the student usually gets along with the teacher (I've experienced this a lot this year with some of my more challenging students who will be fine if left alone, but obnoxious with subs who want to come in and discipline them.)
- Substitute in a grade level you are comfortable with - if you don't like middle schoolers, don't sub in a middle school (they have attitudes and if you don't want to hear their attitudes or deal with their attitudes, it's okay not to sub in a middle school)

# ADVICE FROM THE TRENCHES

This position requires personal care such as changing of diapers and feeding. You will be required to do heavy lifting as well as get up and down from the floor mat with the children.

The class is made up of elementary students. They have severe/profound disabilities and require personal care and assistance in all areas.

Cell phones are not be used during the school day except during your lunch period while in our class.

If you are unable or unwilling to perform all of these duties, please do not accept this position.

# ADVICE FROM THE TRENCHES

- **Presumed confidence-** assume the students understand and know everything being said around them. Talk to the students just like they are regular people. Many times people have never worked with this population of students before. That is totally okay! Don't feel intimidated by the students, just talk to them like you would anyone else 😊
- **Don't be afraid to ask questions-** every classroom is so unique. Even staff that work in this school constantly have a hard time learning a classroom they haven't been in before.
- **Be open to suggestions-** it's hard to be a substitute, especially in this school where you are in a classroom with many adults! Don't worry if someone points out and shows you how to do something in a better or more correct way. We are all learning everyday the best way to help the students reach their full potential!

# RESOURCES

- **Technology in the Classroom: 21 Tips, Tricks, and Ideas for Educators**

Link: [http://blog.edmentum.com/technology-classroom-21-tips-tricks-and-ideas-educators-1?utm\\_source=marketo&utm\\_campaign=prospecting&utm\\_medium=email&mkt\\_tok=eyJpIjoiTkdoak1HTXdNakF4WW1KaSlsInQiOiJQY2NwS0ZrZHxXC8ycE5RMFpMZVwvMXN2MnVmMHI3dHUxYmtMXC8xWDI2K0kwVkJUazJuVDJacmxqMTVvNjlxdnVsMkpaS3dhREMxdmVURHRkSWxaRTY2Y1h1UkFRQlprbmttUEJQY01WZDIBQkxUOHRsVUxaemUrQnBITFZ0SDIQayJ9](http://blog.edmentum.com/technology-classroom-21-tips-tricks-and-ideas-educators-1?utm_source=marketo&utm_campaign=prospecting&utm_medium=email&mkt_tok=eyJpIjoiTkdoak1HTXdNakF4WW1KaSlsInQiOiJQY2NwS0ZrZHxXC8ycE5RMFpMZVwvMXN2MnVmMHI3dHUxYmtMXC8xWDI2K0kwVkJUazJuVDJacmxqMTVvNjlxdnVsMkpaS3dhREMxdmVURHRkSWxaRTY2Y1h1UkFRQlprbmttUEJQY01WZDIBQkxUOHRsVUxaemUrQnBITFZ0SDIQayJ9)

- **Khan Academy**

Link: <http://www.khanacademy.com>

- **Listenwise**

Link: <https://listenwise.com/>

- **Ted Talks**

Link: <https://www.ted.com/>

- **Schoology**

Link: <https://www.schoology.com/>

# RESOURCES (SHARED IN GOOGLE CLASSROOM)

- **BYOD\_FAQ**
- **STEDI.Org ~ <https://stedi.org/subs/>**
- **Instructions for Tablet Use**
- **OWA2016-Quick Reference**
- **Password Reset and Account Unlock**
- **Promethean Level 1 Core Essentials**
- **Promethean Troubleshooting**
- **Telephone Basics**

# CONTACT

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