



# REMOTE LEARNING GUIDE FOR PARENTS AND EDUCATORS

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The remote learning guide for parents and educators is a tool to encourage our communities to think critically about their online habits and make a safe transition from in-school to remote learning. This guide does not guarantee online safety and is provided as a courtesy of Smart Gen Society. SGS is not legally responsible for your family or school's digital media planning or safety.

## ABOUT SGS

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Smart Gen Society (SGS) is an Omaha-based non-profit, empowering smart choices in today's digital world. Our expert staff and trained facilitators seek to protect and empower the community to use online resources safely, while maintaining their privacy, and staying true to their personal brand.

Our goal is to reduce digital-based anxiety, prevent peer and predator exploitation, and ensure our communities remain safe.

## REMOTE LEARNING BEST PRACTICES



When setting up a home based learning environment for your children, it's important to consider the following factors to ensure your children's safety, privacy, and long term remote learning success.

***Cyber crimes are on the rise as more families struggle to safely monitor their children's online activities.***

- \_\_\_\_\_ Establish a quiet location for your child(ren) to engage in remote learning.
- \_\_\_\_\_ Video-sharing software should not be conducted in students' bedrooms.
- \_\_\_\_\_ Check devices to ensure location settings are set to private.
- \_\_\_\_\_ Turn off or close computer cameras when not in use.
- \_\_\_\_\_ Consider screen time spent outside the virtual classroom.
- \_\_\_\_\_ Work with your children to set appropriate screen time limitations.

**When setting digital boundaries in your home,** it is important that all members of the family come together and agree to established rules. This is an adjustment for all.



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## PROTECTING PASSWORDS & YOUR IDENTITY



**Students often (unintentionally) post information online that could jeopardize your families safety:**

- \_\_\_\_\_ Discuss the importance of setting appropriate passwords.
- \_\_\_\_\_ Usernames should not give away their full identity, unless required by the school for educational purposes.
- \_\_\_\_\_ Devices should not be permitted in the bathroom.
- \_\_\_\_\_ Students should not be sharing social media platforms with their teachers or coaches.
- \_\_\_\_\_ Parents and educators should establish agreed upon methods of communication.
- \_\_\_\_\_ Appropriate times for communicating should also be discussed.

## HEALTHY TECHNOLOGY LIMITS

Sometimes it's helpful to establish certain times a day to take a technology break. Those times can't always be pre-scheduled but it's important to keep your mental health in check.

***"Be back in 30...  
I need a digital pause!"***

# STAYING SMART, GENUINE, AND SAFE

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**Parents**, it is essential to establish open doors of communication when it comes to your children's online activities. This is a challenging time for everyone, but we want our students to feel comfortable reporting harmful online behaviors or content when they see it. Consider the following rules that can be outlined to help children understand the responsibilities that come with the remote learning environments.

- \_\_\_\_\_ I represent the school I am attending, and I understand that what I post online, whether through school based or personal accounts could jeopardize my future success or opportunities.
- \_\_\_\_\_ I will protect my personal data by turning my accounts to private mode.
- \_\_\_\_\_ I will protect myself by turning OFF my location sharing / geolocation services with anyone but my parents or caregivers.
- \_\_\_\_\_ I will tell my parents ASAP if someone sends me an "off-brand" or inappropriate picture.
- \_\_\_\_\_ I will tell my parents ASAP if someone asks me to share an "off-brand" or inappropriate picture.
- \_\_\_\_\_ I will be SMART, GENUINE, and SAFE.
- \_\_\_\_\_ I will stay on-brand and only post, send, and share appropriate content.
- \_\_\_\_\_ I will not participate in (or use) polling, gossip, or anonymous apps.
- \_\_\_\_\_ I will close my laptop, or shut my computer camera when not in use.
- \_\_\_\_\_ I will only "friend" people I know and love that provide positive value to my life.
- \_\_\_\_\_ I will only "follow" people or allow people to follow me that add positive value to my life.
- \_\_\_\_\_ I will not "friend" my coaches or teachers in an effort to protect my privacy and theirs.
- \_\_\_\_\_ I will ...

## JOIN THE SOCIETY

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For additional resources on specific social media apps, SGS updates and more, visit our website at [smartgensociety.org](http://smartgensociety.org) and click the **Join the Society!** link at the bottom of our home-page.

# STAYING SMART, GENUINE, AND SAFE

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**Educators**, to be successful remote instruction does not change basic teaching principals of clarity, checking for understanding, review and feedback. But distance learning does add a number of new challenges to take into consideration...

- \_\_\_\_\_ **Focus on equity and access to learning for all students. Understand each families' situation is unique.**
- \_\_\_\_\_ **Keep it as simple as you can: try not to use too many different apps or platforms that parents or students will have to spend extra time trying to set up or navigate.**
- \_\_\_\_\_ **Work towards a healthy balance that encourages students to learn in traditional ways. Considering the overall time students are spending behind their screens, challenge them with assignments off of the computer when possible.**
- \_\_\_\_\_ **Focus on continuous improvement. Instruction should evolve and improve upon over time.**
- \_\_\_\_\_ **Remain flexible with expectations and processes.**
- \_\_\_\_\_ **Daily schedules or time tables will not work for all. Many parents have multiple children engaging in e-learning, sharing devices, and cannot adhere to strict schedules.**
- \_\_\_\_\_ **Students should be positioned to independently extend their learning as much as possible, but with direction and guidance from their teachers.**
- \_\_\_\_\_ **A supportive and understanding environment is critical for the mental health of today's students.**
- \_\_\_\_\_ **Establish regular "office hours" to connect with students and support their learning.**
- \_\_\_\_\_ **Establish clear expectations on appropriate communication channels.**
- \_\_\_\_\_ **Keep all student data, and any information containing personal information on a secured network and device. Permission should be asked by parents prior to recording any video content of students.**

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