Follow instructions:
Once you have found your seat remain silently seated and complete the Do Now.

**Do Now:**

Stay on Task: Take out a pencil and answer the following questions on the lined side of the index card you were given at the door.

- Write your first and last name.
- Write down your birthday.
- Which elementary school did you come from?
- Write down your parents/guardians first and last name.
- Write down your parents/guardians phone number (if you know it by memory).
- What is your favorite kind of music, and why?
Welcome!
Jaguar Mathematicians
Curtis Middle School
2017-2018 School Year
Please show me that you can:

- Sit up straight
- Place your feet directly under your desk
- Remove any backpacks and hoods on your body
- Look at the teacher
- Remain Silent (Voice Level Zero)
Welcome to 7th Grade Math!

Mr. Tejada
Mr. Tejada
You may call me Mr. T
Agenda: August 7th, 2017 (Copy into the math section in your agenda.)

1. Index card Starter
2. Classroom Expectations
3. Entry & Exit Procedures
4. Expectations: Taking notes & Coming to class prepared
5. Social Skills: Following Instructions, Staying on Task, Listening
6. Exit Ticket
Classroom Expectations

Be Respectful

- Appropriate voice tone as directed by teacher.
- Get the teacher's attention appropriately.
- Follow all instructions (and apply to listening).
Be Responsible

- Stay on Task.
- Every student, every day on time.
- Be prepared: have all necessary materials.
Be Safe

- Hands-off policy.
- Remain in your assigned or numbered seat.
- Avoid horseplay in the line and in class.
Take out 2 sheets of paper
Procedures and Expectations - take notes!
You are expected to copy down anything that is underlined into your notes.
Expectation: Taking Notes

- Anything written on the board by the teacher will be copied down by the students.
- The Teacher may also instruct students to copy down information provided on powerpoints.
- After taking notes on a concept, questions will be given to you to work on as guided practice.
- These questions must be answered as instructed. (I.E. whiteboards, worksheet, technology, separate paper.)
- Everything you do in class counts and will be graded.
Think & Write:
Why do you think classroom rules & procedures are important for learning?
(Use 2-3 complete sentences)
Pair: (Discuss with your elbow partner at a voice level of 1 whisper)

Why do you think classroom rules & procedures are important for learning?
Share: (Teacher will call on students to share their partners or their own responses.)

Why do you think classroom rules & procedures are important for learning?
In order for learning to occur we need to have an orderly class. This requires classroom rules and procedures.
Social Skill: Listening

1. **Look at the person who is talking and remain quiet.**

2. Wait until the person is through talking before you speak.

3. Show that you have heard them by nodding your head, saying “okay,” “that’s interesting,” etc.
Social Skill

Following Instructions

When you follow instructions you LOOK, LISTEN, DO and CHECK:

1. Look at the teacher
2. Listen to what the teacher says
3. Do what you have been asked right away
4. Check back

Why is it important that you follow instructions?______
Social Skill: Staying on Task

1. Look at your task or assignment.

2. Think about the steps needed to complete it.

3. Focus all your attention on the task.

4. Stop working only when instructed.

5. Ignore distractions and interruptions from others.
There are many procedures in this class.
A procedure is an official way of doing something.
Procedure: Writing your name on work

Your name should always be written on the top right hand corner of your page as:

Last Name, First Name

Date

Class color

Number-Table Group- letter
Procedure: Writing your name

Failure to write your name on any paper will result in it being thrown into the trash.

Please make sure you write your name on every single document for this class.
Classroom Rules:

- Keep your hands and your feet to yourself.
- Refrain from abusive language.
- Remain seated at all times.

- Refrain from disruptive behaviors
- Respect all people.
Follow instructions: remain silently seated and complete the Do Now.

Do Now:

Stay on Task: Take out a pencil and answer the following questions on a lined piece of paper.

- What do you like to do in your free time?
- Do you get good grades in school? Do you think you could do better? Explain.
- Describe your favorite Elementary school teacher. What types of things did you do in that class?
Please show me that you can:

● Sit up straight
● Place your feet directly under your desk
● Remove any backpacks and hoods on your body
● Look at the teacher
● Remain Silent (Voice Level Zero)
Quad Expectations

Be respectful

- Stay **within** boundary lines.
- Listen to all adults. (FI)
- Do not **disturb** classrooms.
Be Responsible

- Throw away all trash and clean up area.
- Stay in designated areas: request pass from teacher to leave.
- No throwing objects other than appropriate equipment.
Be Safe

• Walk to and from class and quad.

• Refrain from play fighting or horse play

• Do not push or crowd.
Social Skill: Appropriate Voice Tone

1. Listen to the level of voices around you.

2. Change your voice to match.

3. Watch and listen for visual or verbal cues and adjust your voice as needed.
Appropriate Voice Tone (AVT)

Levels

0. A voice level of **zero** means absolute silence and no talking.

1. A voice level of **one** means you may whisper, only loud enough for your partner to hear you.

2. A voice level of **two** means you may use your regular voice, only loud enough for the six people in your group to hear you.

3. A voice level of **three** means you can get LOUD! (Note: this level is only appropriate during assemblies, rallies, or school games.)
Social Skill: Getting the Teacher’s Attention

1. Look at the teacher.
2. Raise your hand and stay calm.
3. Wait until the teacher says your name.
4. Ask your question.
1. If I am not at the door, students **MUST** line up in **ONE** straight line facing forward waiting for me to allow them in. (Expectation: Voice Level of 1 (Whisper) or 0 (Silence))

2. Upon entering the classroom, students are to **calmly and orderly walk** to their assigned seats and begin copying down the daily agenda. (45 seconds)

3. Once students have finished copying down the daily agenda they are expected to begin working on their daily quizzette at a Voice Tone of Zero. (5 minutes)

4. Once a student has completed their quizzette they are expected to complete the IXL assignment posted on the board.
Right way

- Voice Level
  1(Whisper) or 0(Silent)
- Orderly
- Prepared
- Superb attitude

Wrong way

- Loud
- Shoving
- Unprepared
- Bad attitude
Expectation: Arriving to class on time

Students must be in their seat working on their daily quizzette **BEFORE** the tardy bell (2nd bell) finishes ringing.

Any student standing around the room, talking, or late to the classroom **WILL** be marked tardy and owe time during lunch.
Follow instructions: remain silently seated and complete the Do Now.

Do Now:

Stay on Task: Take out a pencil and answer the following questions on a lined piece of paper.

- What languages does your family speak at home?
- What two radio stations do you listen to in the car the most?
- What are the two social skills we covered in class yesterday? (Hint: look at your notes)
- Have you ever had a nickname? What is it?
Hallway Expectations

Be Respectful

- Use quiet voices so as not to disrupt other classrooms. (AVT)

- Stop, look, and listen when spoken to by adults. (Fl & Listening).

- Put trash in garbage cans.
Be Responsible

- Use appropriate language.
- Be in your seat before the tardy bell rings.
- Keep halls clean: this is a food and drink free zone.
Be Safe

- Walk at all times.
- Keep hands, feet, and objects to yourself.
- Keep moving and avoid stopping.
Take out a pencil and a single sheet of paper. Answer the following question using complete sentences.

- If you had a choice to come to school, would you come? Why or why not?
Social Skill: Asking Permission:

1. Look at the person.
2. Use a calm pleasant voice.
3. Say “May I...”
4. Accept the answer calmly, even if it isn’t the one you wanted to hear.
Social Skill: Asking for Help

1. Look at the person.

2. Ask the person if they have time to help you.

3. Clearly explain the kind of help you need.

4. Thank that person for helping.
Who is your role model? (Who do you look up to?) why?
Procedure: Ending Class

1. Follow instructions immediately: Put your materials away when instructed by the teacher.

2. Use your listening skills when instructed stand quietly at appropriate voice level next to your seat and make sure your table is straight.

3. Be Responsible: Make sure you pick up any trash in your area and take it with you on your way out.

4. When told “Have a good day” leave the classroom in a calm and orderly manner.
Procedure: Leaving Class cont.

Wrong way
• Unexcused
• Before the bell rings
• Leaving trash

Right way
• Excused by the teacher
• Area is tidy
• Work is completed
Expectation: 

Come to class prepared

Bring two pencils to write with and your 3 ring binder with lined paper everyday to class.

Bring completed homework and other assignments when due.
Supplies Cont.

If you need supplies for whatever reason see me before school, during lunch, or after school during the first week of school.

Additionally I have placed emergency golf pencils in the pencil boxes at your desk, these must be returned to the pencil box after use.
Note:

- Quietly ask another student for materials (before the tardy bell rings) when needed. Avoid asking the teachers for supplies.
- If you need to sharpen your pencil do so prior to the second bell ringing.
The bell is a reminder for the teacher to dismiss you.
Procedure: Folders & Turning in work

- Folders are numbered 1 thru 40
- Yale has folders 1-6
- Harvard 7-12
- Princeton 13-18
- Stanford 19-24
- Baylor 25-30
- Clemson 31-36
- Dartmouth 37-40
**Procedure: Folders & Turning in Work**

- Each folder is shared by two students.
- Student 1 & 2 share their corresponding folder.
- Student 3 & 4 share their corresponding folder and so on....
- Folders will always be at Student A’s desk at the beginning of the period.
- Student A is responsible for passing the folders out to the group.
Procedure: Folders & Turning in work

- After the quizzette (starter) has been completed students are expected to place them in their corresponding folders.
- At the end of the period students will put their notes into their folders.
- Students will pass all folders to Student F when instructed.
Exit Ticket #1 (Answer the following in complete sentences on a sheet of lined paper).

What are you most looking forward to this year at Curtis?

What are you most worried or nervous about this year at Curtis?

What was the last movie you went to? What did you think??
Follow instructions: remain silently seated and complete the Do Now.

Do Now:

Thursday

Stay on Task: Take out a pencil and answer the following questions on a lined piece of paper.

- What motivates you to work hard?
- What is your proudest accomplishment?
- What are the two social skills we covered in class yesterday? (Hint: look at your notes)
- If you could choose to do anything for a day, what would it be?
Tejada Classroom Expectations, Rules and Procedures Week #1

1. Please write your name, date and class color in the top right corner as follows:
   Last Name, First Name
   08/07/17
   **Color** Jaguars
   Desk Number

2. Title your paper: “Do Now”

3. When you have completed the task, please wait quietly and patiently for further instructions.
Cafeteria Expectations

Be Respectful

- Only eat the food on your plate.
- Clean up your area: table and floor.
- Listen to all adults.
Be Responsible

- Wait your turn in line.
- All food and drink stay in eating areas.
- Pick up the trash around you, even if left by others.
Be Safe

- Leave space between you and others (in line).
- Walk when entering or exiting the cafeteria.
- Remain seated while inside at all times.
Social Skill: Working with Others

1. Identify the task to be completed.
2. Assign tasks or roles to each person.
3. Discuss ideas in a calm, quiet voice and let everyone share their ideas.
4. Work on tasks to be completed.
Expectation: Group Work

During partner and group work, appropriate noise levels should be maintained.

– it needs to “sound like math”.

Discussions should be related to the assigned task and all members are expected to participate and be on task. Individual voices should not be heard above the rest of the class.
Social Skill: MYOB: Mind Your Own Business.

1. When people are having a conversation that does not involve you, mind your own business.
2. Do not involve yourself in arguments between others.
3. Walk away.
Expectation: Attention Getter

Counting down 3-2-1 means that Mr. Tejada needs your attention.

The teacher will also sometimes raise his hand to get your attention. This will require you to end your conversation, raise your hand and make eye contact with Mr. Tejada.

Another way I may get your attention is the clap once, twice routine.
Please show me that you can:

- Sit up straight
- Place your feet directly under your desk
- Remove any backpacks and hoods on your body
- Look at the teacher
- Remain Silent (Voice Level Zero)
Expectation: Homework

Do homework when assigned.

You will not earn an “A” for the class without completing all homework.

Test and quiz questions often come from homework problems.
Expectation: Missing Assignments

It is **your** responsibility to obtain all missed classwork, notes, and handouts on your own time.

Please do not ask during class time for makeup work.

Daily Agendas and homework assignments can be found on Mr. Tejada’s Class Website.

MrTejadaMath.weebly.com
No bathroom or nurse passes will be written during class. (This includes water breaks!)

Extreme emergencies will cause you to owe 10 minutes for lunch.

Take care of personal business before class starts.
Exit Ticket

Take out a single sheet of paper and answer the following questions using complete sentences.

- Which of the five senses would you say is your strongest?
- Who knows you the best?
- Who do you know best?
Follow instructions: remain silently seated and complete the Do Now.

**Do Now:**

Friday!

Stay on Task: Take out a pencil and answer the following questions on your Do Now Paper.

- What would you do if you won the lottery?
- Are you a clean or messy person?
- What are the two social skills we covered in class yesterday? (Hint: look at your notes)
- What three items would you take with you on a deserted island? Why?
- If you had a warning label, what would yours say?
Tejada Classroom Expectations, Rules and Procedures Week #1

1. Please write your name, date and class color in the top right corner as follows:
   Last Name, First Name
   08/08/17
   Color Jaguars
   Desk Number

2. Title your paper: “Do Now”

3. When you have completed the task, please wait quietly and patiently for further instructions.
Please show me that you can:

- Sit up straight
- Place your feet directly under your desk
- Remove any backpacks and hoods on your body
- Look at the teacher
- Remain Silent (Voice Level Zero)
Restroom Expectations

Be respectful

• Give people privacy.

• Use quiet voices. (AVT)

• Wait your turn.
Be Responsible

- Flush toilets.
- Wash your hands.
- Put trash in garbage cans.
Be Safe

- Walk to and from restroom.
- Keep water off the floor.
- Report problems and graffiti.
Social Skill: Accepting Criticism or a Consequence

1. Look at the person.

2. Say “okay.”


Note: If you ever disagree with Mr. Tejada you can speak to him before school, during lunch, or after school.
Social Skill:

Accepting No for an Answer

1. Look at the person.
2. Say “okay.”
4. If you disagree, ask later.
Classroom Cue: Question

If you have a question, please quietly raise your hand.

Mr. Tejada will either answer your question in that moment, or at the end of the class period.

Make sure your question is on task; meaning, it applies to Math.
Procedure: Asking & Answering Questions

Students must raise their hand if they have a question.

It also follows that if the teacher asks a question to the class, students must raise their hand and wait for the teacher to call on them.
Classroom Cue: Tissue

If you need a tissue, please raise your hand. Once you have made eye contact with Mr. Tejada, touch your nose to signal for tissue.
Expectation: Mistakes

We will all make mistakes this year! It’s a part of learning Mathematics!

This classroom is a mistake friendly zone.

Mistakes are not a sign of failure, they are a sign of learning.

Please refrain from laughing or “making fun” of one another for any reason.
Think & Write

- Do you usually ask for help when you need it? Why or why not?
Who are the Jaguars?
Jaguars

Teachers:
Mrs. Nelson (Team Leader)
Mrs. Holcomb
Mr. Moreno
Mrs. Avalos
Last but not least Mr. Tejada

Awards:
Last year our team won the perfect attendance trophy multiple times (My class won it twice).
2016-2017 Spirit point Champions!

I am looking forward to creating many amazing memories with you this year!
About me
Mr. Tejada

Associate of Arts Degree:
Biological & Physical Sciences

Bachelor of Arts Degree:
Mathematics Teaching Track

Teaching Credential:
Single Subject Mathematics
Why did I decide to teach

- Where I am from
- Saw a need
- Want to bring community up: Education can bring a community up;
  - Higher-level employment roles
  - Improved health
  - More stable families,
  - Improved environments and
  - Lower crime rates.
- My purpose
Follow instructions: remain silently seated and complete the Do Now.

Stay on Task: Take out a pencil and answer the following questions on a lined piece of paper.

- What is Mr. Tejada’s Website address?
- What is our team name?
- What are the two social skills we covered in class Friday? (Hint: look at your notes)
- What is something good that happened to you over the weekend? Explain...
Celebrations!!
Please show me that you can:

- Sit up straight
- Place your feet directly under your desk
- Remove any backpacks and hoods on your body
- Look at the teacher
- Remain Silent (Voice Level Zero)
Office Expectations

Be Respectful

- Greet with a smile and state your purpose politely.

- Let’s remember to use appropriate language and voice level (1-2).

- Please ask permission – use “please and thank you”!
Be Responsible

- Please follow instructions from all school personnel.
- Graciously accept "no' for an answer.
- Please keep electronic devices out of sight.
Be Safe

- Please keep hands and feet to yours.
- Please quietly form a single line at the desk.
- Please leave locked doors closed.
Social Skill:  
Greeting Others

1. Look at the person.
2. Use a pleasant voice.
3. Say “hi” or “hello.”

Why do you think it is important to greet others appropriately?
Social Skill:

Making an Apology

1. Look at the person.
2. Use a pleasant voice.
3. Say “I’m sorry for” or “I apologize for.”
4. Explain how you plan to do better in the future.
5. Say “Thanks for listening.”
Trash will be placed in the trashcans by the door as you leave class at the end of the period.

Place trash on the corner of your desk for the remainder of the period.

Trash left on the desk or on the floor will remain there for you to pickup during your lunchtime plus cleaning the rest of the classroom.
Expectation: Eating in the classroom

No food, gum, candy or drinks (other than water in a closed container) will be allowed in class. (Note: no water out when using tech.)

If you eat before coming to class, please wash your hands as we will be using technology.

Note: The only exception to this rule is food distributed by the teacher.
Expectation: Teacher’s Property

The teacher’s desk, computer tables, projector area, working area, cabinets and drawers are off limits to all students at all times.

This includes the teacher’s coffee, stapler, hole puncher, tape, pencils, pens, papers, etc. If you need a tool, raise your hand and ask for permission.

If you need access to any of the teachers things ask for permission first.
**Expectation:**

Transitions

A transition is a task change in the classroom.

Such tasks are whiteboards, turning in work, and passing in and out materials.

Remain at the appropriate voice tone and listen for instructions to avoid confusion.

Talking during transitions will result in practicing during your lunch time.
Expectation: Noises

Please refrain from disruptive noises at all times.

If you absolutely need to you can tap your finger on your arm or hand
Think & Write
Think & Write

What should someone know about adding and subtracting fractions?
Tuesday August 15th.
Follow instructions: remain silently seated and complete your Quizzette Tuesday!
Please show me that you can:

- Sit up straight
- Place your feet directly under your desk
- Remove any backpacks and hoods on your body
- Look at the teacher
- Remain Silent (Voice Level Zero)
Library Expectations

Be respectful

- Use appropriate voice tone.
- Follow instructions and ignore distractions.
- Keep computer volume at appropriate level.
Be Responsible

- Push in your chair.
- Sit and read once you have checked out a book.
- No gum, food, or drinks.
Be Safe

- Keep hands and feet to yourself.
- While seated: respect all property.
- Walk at all times.
Social Skill: Having a Conversation

1. Look at the person.
2. Use a pleasant voice.
3. Listen to what the other person says.
4. When there is a break in the conversation, ask a question or share your thoughts.
Don'ts
Social Skill: Disagreeing Appropriately

1. Look at the person.
2. Use a pleasant voice.
3. Tell why you feel differently.
4. Give a reason.
5. Listen to the person.
Procedure: Lockdown

In an event of a Lockdown, students are to enter into the nearest classroom. Teachers will open their doors and shout, “Lock down, lock down.” When you hear this, go into the closest room.
Ronald’s Story
Follow instructions: remain silently seated and complete your Quizzette.
Please show me that you can:

- Sit up straight
- Place your feet directly under your desk
- Remove any backpacks and hoods on your body
- Look at the teacher
- Remain Silent (Voice Level Zero)
Physical Education

Be Respectful

• Be a team player: encourage others.

• Use inside voices in locker room.

• Respect others: no pulling others shorts down.
Be Responsible

- Show good sportsmanship: play by the rules.
- **Return** equipment to designated area.
- Use only your assigned locker and wear PE clothes daily.
Be Safe

- Sit as directed on numbers.
- Use equipment as directed by adult.
- This is a gum and food free zone.
Social Skill: Controlling Emotions

1. Learn what situations cause you to lose control or make you angry.
2. Monitor the feelings you have in stressful situations.
3. Instruct yourself to breathe deeply and relax when stressful feelings begin to arise.
4. Reword angry feelings so they can be expressed appropriately and calmly to others.
5. Praise yourself for controlling emotional outbursts.
Think & Write

Think about a situation where you were not able to control your emotions; what was the cause? How could you have handled it differently?
Social Skill: Responding to Teasing

1. Remain calm, but serious

2. Assertively ask the person to stop teasing.

3. If the teasing doesn’t stop, ignore the other person or remove yourself.

4. If the teasing stops, thank the other person for stopping and explain how teasing makes you feel.

5. Report continued teasing to an adult
Math
Think & Write

How would you explain the concept (idea) of a fraction to someone that knows nothing about it?
FriYay August 18th.
Follow instructions: remain silently seated and complete your Quizzette.
Grading Quizzettes!
Grading Quizzettes

- Put all items except Quizzette away.
  - (This includes pencils)
- Take one red pen out from your pencil box.
- Make corrections as Mr. Tejada models how to solve each problem.
- Add up all the points and write your total score on the top right hand corner. (Note: Mr. Tejada will model how to write the score.)
Guest Teacher Expectations

Be Respectful

- Use a calm, pleasant voice.
- Listen to what the teacher says.
- Ask permission, “May I”
Be Responsible

° Do what you’ve been asked right away.

° Focus all your attention on the task.

° Raise your hand and stay calm.
Be Safe

- Do not involve yourself in arguments with others.
- Leave the situation when directed by teacher.
- Stay in your seat as directed.
Guest Teachers
Procedure:

Guest Teacher

When a substitute teacher is present, class is to go on as usual. A task will be given to you to complete as classwork, what you don’t finish in class will be assigned as homework due the following school day.
**Procedure:**

**Guest Teacher**

Substitute teachers will grade your class based on student behavior; every class is expected to earn an “A.”

Failure to earn an “A” will result in class consequences.

Note: If your name is written down by the substitute teacher, you will serve 30-minute lunch detentions until social skill deficit has been addressed.
Social Skill: Resisting Peer Pressure

1. Look at the person.

2. Use a calm voice

3. Say clearly you do not want to participate.

4. Suggest something else to do.

5. If necessary, continue to say no.

6. Leave the situation.
2. Use a calm voice

NO!!

OR

NO. I'M OKAY

3. Say you don't want
Social Skill
Making Restitution

1. Begin by making an appropriate apology.

2. Offer to compensate for any offenses you may have committed.

3. Follow through on restitution promises.

4. Thank the person for allowing you to make compensation.
Bus Expectations

Be Respectful

- Please use appropriate voice level (1-2).
- Follow driver and attendant instructions.
- Maintain appropriate language within your conversations.
Be Responsible

- Buckle your seat immediately
- Throw your trash away upon exiting the bus.
- Maintain your bus permit at all.
Be Safe

- Enter and exit the bus in a single file line
- Use correct posture- sit with your body facing the front of the bus
- Please remain in your designated seat
Technology Expectations

Be Respectful

- Take care of your laptop and refrain from touching others

- Carefully unpack and pack laptop in your backpack

- Please keep liquids and food away from your device
Be Responsible

- Please keep your chrome book safe and secure at lunch, PE, or CAPS
- Laptop should always be securely zipped in your backpack
- Bring your laptop to school fully charged and ready to use
Be Safe

- Laptops should be free of pencils, pens, and clutter when open and in use.

- Protect yourself and your laptop—do not share logins and passwords with others.

- Keep liquid and food away from your equipment to avoid damage.
http://mathpainter.com/Technology%20Procedures/tech%20video%20extended.mp4
Device Procedures & Rules

There will be a quiz at the end of this presentation!
There will be a quiz at the end of this presentation!

Write the text in BLUE!
Device Rules

● Respect the Device.
  ○ Do not do things that will cause damage to the Device.

● Use the Device only as instructed.
  ○ FOLLOW INSTRUCTIONS

● Return the Device in the manner you received it.
Please write your response to the following question on the left side of your paper.

Why is it important to have procedures and rules for technology use?
Device Procedures

● Keep the Device **on the desk surface at all times.**
● Turn Device on and off **only when instructed.**
● Only open **assigned applications.**

● Do not run **with the Device.**
● Collect and turn in **Device as directed.**
Answer on the left side of your notes:

Why is it a good idea to keep the Device flat on the desk surface at all times?
Passing out and Collecting Devices

- Clear your desks of materials except for paper.
- **Follow instructions of teacher related to how devices will be collected and/or distributed.**
- Walk (do not run) when in possession of your device.
- Keep device flat on desk.
- **No one leaves until all devices are collected and put away as instructed by teacher.**
Consequences

- Failure to follow all rules and procedures for Devices will result in loss of Device privileges.
Consequences

- What consequences can happen if you open an application that was not assigned?
Passing out and Collecting Devices

- Quiz/ Test Procedures
- Put away all materials.
- Move desks to testing locations
- Put backpacks and folders on floor.

STAYING ON TASK

1. Look at your task or assignment. (quiz)
2. Think about the steps needed to complete it. (read questions)
3. Focus all your attention on the task. (quiz)
4. Stop working only when instructed.
5. Ignore distractions and interruptions from others. (do not be the disruption)
Please show me that you can:

● Sit up straight
● Place your feet directly under your desk
● Remove any backpacks and hoods on your body
● Look at the teacher
● Remain Silent (Voice Level Zero)
Please show me that you can:

- Sit up straight
- Place your feet directly under your desk
- Remove any backpacks and hoods on your body
- Look at the teacher
- Remain Silent (Voice Level Zero)
Please show me that you can:

- Sit up straight
- Place your feet directly under your desk
- Remove any backpacks and hoods on your body
- Look at the teacher
- Remain Silent (Voice Level Zero)
Before I continue, let's go over some basic expectations.
Please show me that you can:

- Sit up straight
- Place your feet directly under your desk
- Remove any backpacks and hoods on your body
- Look at the teacher
- Remain Silent (Voice Level Zero)
Procedure:

Silent Cues

#1 Staying on Task
#2 Appropriate Voice Tone
#3 Getting Teacher’s Attention
#4 Following Instructions
#5 Listening
Chromebook Checkout Next Week

Chromebook checkout are giving to Teams with the highest percent of permission slips turned in, will go first. You will not receive a chromebook unless your permission slip is turned in. Once you receive your chromebook, write down the engraved number into your agenda so you remember how to identify your chromebook.
Your Chromebook?
The Chromebook should be viewed like a textbook. It is yours to use, but you do not legally own the device. Do not deface your chromebook or customize it. This means no stickers, etching, writing on the chromebook with sharpes. You will return the chromebook at the end of the school year and may be fined for such damages.
Safe Travel to and from School
When traveling to and from school keep your chromebook in your backpack out of sight from those who may cause harm. You must file a police report in the event your chromebook is stolen.
Charging Your Chromebook
Treat and charge your chromebook like you would if you have a cell phone. Think! If you plug in your cell phone at night remember to plug in your chromebook to charge it up for the next day. Plug your cell phone charger and laptop charger into the same plug to help you remember.
What happens if...

You bring your chromebook not charged?

1. Bring the charger and you are welcome to plug it in during class time.
2. Borrow a charger from a classmate
3. Textbook, pencil and paper
What happens if...
You forget your chromebook at home?
1. Textbook, pencil and paper AND may serve detention
What happens if...
Your chromebook no longer works?

1. Try clicking refresh and the power button at the same time
2. Check with your teacher
3. Call Cybertech at 866-223-8685
4. Go to the library during your time to get problems resolved
Food, Drinks and Rain Around the Chromebooks

Keep food and liquids away from your Chromebooks:

In the cafeteria, and at home! Do not eat or drink with your Chromebook out.

You should not have water or drinks in your backpack with your Chromebook.

If it’s raining, put your Chromebook in a plastic bag and then put it in your backpack.
Cybersafety Rules

Report any online abuse to a trusted adult.

Do not give out personal information like your phone number or address.

Do not agree to meet someone in person that you only know online.

Be a good online citizen and not do anything that hurts another person. This is against the law.
Respect devices

Carry your Chromebook with two hands when you’re inside.

Outside, your Chromebook should be safely zipped into your backpack.

Open your Chromebook from the middle.

Keep your Chromebook clean.

Do not touch other students’ Chromebooks.
Cyberdown
Screen is at a 45 degree angle.
Headphones are out of your ears.
Battery Won’t Charge

- Make sure that your charger or adapter cables are securely connected to your Chromebook.
- Make sure that the power outlet is working. If not, plug your Chromebook into a working power outlet.
- Unplug your charger from the wall and your Chromebook, then plug it back in.
- Charge the device for at least 30 minutes.
Keyboard Issues

- Turn off the Chromebook, then back on.
- Try using the keys while you browse as a guest. If the keys work, delete the account that's having the problem on your Chromebook, then add it again.
Sound Issues

- On your Chromebook, click the status area, where your account picture appears.
- Adjust the volume using the slider.
- Unplug audio devices (like headphones or speakers) from your Chromebook.
Fix touchpad problems
If your touchpad stops working, try the following steps. Test after each step to see if the touchpad works.

- Make sure there is no dust or dirt on the touchpad.
- Touch the Esc key several times.
- Drumroll your fingers on the touchpad for ten seconds.
- Restart your Chromebook.
Restart your Chromebook

- Turning your Chromebook off and back on again applies any updates, like improvements and fixes.
- To restart your Chromebook:
  - Click the status area, where your account picture appears.
  - Click Shut down
  - Press your Chromebook's power button to turn it back on.
Crashing or Freezing

- Turn off your Chromebook, then turn it back on.
- Close all your apps and browser windows.
- If a specific tab in your browser causes your Chromebook to crash or freeze, hard refresh the page: Ctrl + Shift + R.
To make the page you're looking at bigger or smaller, but keep other parts of your screen the same size:

- **Zoom in (makes things bigger):** Press Ctrl + Plus sign (+).
- **Zoom out (makes things smaller):** Press Ctrl + Minus sign (-).
- **Reset zoom:** Press Ctrl + 0.
If your Chromebook has been running slow a reboot might help speed it up again.

Here's how you can do a fast restart of your Chromebook by pressing a couple of keys:

- Press and hold the Refresh and Power buttons.
- Chrome OS will shutdown and reboot.