

PLANNING FOR COMPUTER USE IN CLASS

Using computers in the classroom can sometimes mean that some extra preparation will be needed to ensure the successful use during a lesson. Checking a few things before you get started can save you some headaches later on down the line.

1. Test the sites you plan to use in advance.

Make sure that the district isn't filtering a resource you need. If while you were at home you found a great resource that you would like to use with your students, ensure that site is not blocked by the district filter system. If a site is blocked, complete a request for the site to be unblocked in advance to ensure you will be able to use the planned site.

2. Test software on student computers a few days in advance.

Ensure that all necessary software for a lesson is accessible on the student computers. Test the software about 1-2 days in advance to verify that there are not any problems and everything is functioning properly.

3. Expectations for students work

If you have specific expectations for documents turned in such as headings and formatting, put a sample up for the students to view, whether it is printed out or if it is on a website. Practice these expectations with the students. Use a projector to review the expectations with the students. A template could even be created to simplify the process.

4. Revising lessons

After you try something new, take note of what went well and what didn't. Revise for the next time you need to teach the unit and prep in advance. It will save you time the next year/term.