

Remote Learning Checklist for Teachers

Use this free reoccurring checklist as a resource to help you make sure you are prepared for each remote class with your students. This will ensure your daily processes go smoothly.



PLANNING

- ☐ Make sure objectives are met
- ☐ Build in choice and multiple levels for learners
- ☐ Embed ways to check student learning
- ☐ Utilize multiple resources

DELIVERY

- ☐ Tests all links, equipment, devices
- ☐ Make sure directions and expectations are clear
- ☐ Use asynchronous options as much as possible/ long term access
- ☐ Allow for flexibility

SUPPORT

- ☐ Provide daily check-in time/ support
- ☐ Consider channels for open communication
- ☐ Create feedback channels/ systems

