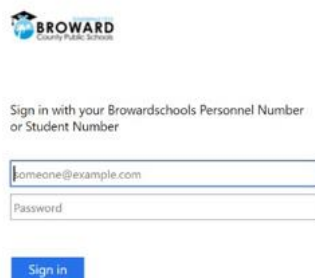
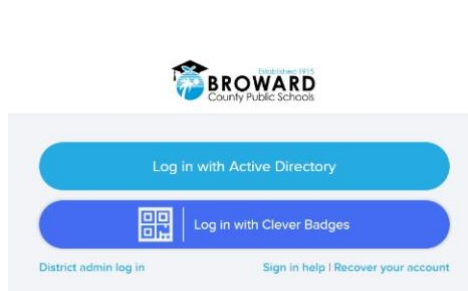




Distance Learning Instructions for Parents

Accessing the Clever Launch Pad

Most of the resources that students need to access are on the Clever Launch Pad.



Students with a Personal (Not School Loaned) Laptop:

1. Open a web browser (chrome is preferred)
2. Go to sso.browardschools.com (bookmark this page)
3. Click "Log in with Active Directory"
4. Enter your student log in information: username (Your student 06 number) password: Pbirthdate (Pmm/dd/yyyy)
5. Password Resets – Call 754-323-6950 or email Carl.Yeamanjr@browardschools.com
6. You should see your launch pad resources

Students with a School Loaned Laptop:

1. As soon as you log into the laptop, a web browser should open to broward.k12.fl.us/insite/
2. If it does not open your web browser (chrome preferred)
3. Click on the "Launch Pad" icon
4. You should see your launch pad resources



Accessing the Canvas Platform

**All student learning will center around the Canvas platform.
Student attendance will be marked based on Canvas login.**

Accessing Your Course in Canvas:

1. On the Clever launch pad click on the Canvas icon (see right)
2. Select the course you want to interact with from the Canvas dashboard
3. Navigate and complete the content assigned by your teacher



Students: What to Do and When

As we migrate towards virtual learning, we'll share some best practices below.

March 30, 2020 through April 2, 2020

Quarter 3 Grades will close on April 2, 2020

- ✓ Students should log into Canvas at least once per day to see if there are any announcements regarding assignments to be completed from your teacher.

- ✓ Parents and students can contact the teacher via email, Remind/Dojo, Canvas, or any other communication tool that your child's teacher have set up and shared with you.
- ✓ Your teacher's email address can be found below. Please click on the appropriate grade level.
- ✓ Be sure you can access all the required online resources and platforms your child's teacher will utilize for instruction. Team video conferencing is also a feature and option that teachers can use to stay connected with students for live lessons; if your child's teacher plans on using this tool, directions for these live sessions will be communicated by the teacher on the Canvas platform.

April 6, 2020 and Onward

Quarter 4 Content Begins

- ✓ Log into Canvas daily; click on each of the courses you want to interact with. Navigate the canvas page in order to complete the content. Teachers will post instructional activities and assignments to be completed for the week; students need to familiarize themselves with the week's expectations and plan their time accordingly.
- ✓ Monitor Canvas grades to track student progress in the course.
- ✓ Teacher "office hours"/contact time is outlined below by grade level below. During this time, teachers will be available to students and parents. Students may be asked to participate in live instructional sessions during the assigned office hours. Any live instructional sessions will be communicated in advance by individual teachers and published on their Canvas course.

<i>Grade level</i>	<i>Office Hours</i>
Kindergarten	9:00 AM – 12:00 PM
1 st	12:00 PM – 3:00 PM
2 nd	9:00 AM – 12:00 PM
3 rd	9:00 AM – 12:00 PM
4 th	9:00 AM – 12:00 PM
5 th	9:00 AM – 12:00 PM
Special Programs	9:00 AM – 12:00 PM
Specials Teachers	9:00 AM – 12:00 PM
Support Staff	8:30 AM – 11:30 PM

Our faculty and staff are here to support you and your child. Please let us know how we can help utilizing the email address below.

Principal - Mrs. Wagner: marsha.wagner@browardschools.com	Speech Pathologist - Mrs. Linter-Moran: margaret.lintner-moran@browardschools.com	Technology Specialist - Mr. Yeaman: carl.yeamanjr@browardschools.com
Assistant Principal - Ms. Cooper: lacresha.cooper@browardschools.com	Support Facilitator - Ms. McAteer: brenna.m.mcateer@browardschools.com	Music - Mr. Carney: timothy.carney@browardschools.com
Literacy Coach - Ms. McLaughlin: lori.mclaughlin@browardschools.com	Support Facilitator - Ms. Monnin: jennifer.monnin@browardschools.com	Media - Mrs. Fossella: katrina.fossella@browardschools.com
ESE Specialist - Mrs. Jones: trace.jones@browardschools.com	Resource Teacher - Mrs. Seguin: elina.seguin@browardschools.com	Art - Ms. Lily: lilyanne.mitsui@browardschools.com
School Counselor - Ms. Fultz: rose.fultz@browardschools.com	Speech Language Pathologist - Mrs. Stevens: margery.stevens@browardschools.com	PE - Coach Serdenes: john.serdenes@browardschools.com

**Who do I contact at Pembroke Lakes if I have questions about registering my child at PLE or withdrawing my child?
Please contact Jessica Lescano at Jessica.Lescano@browardschools.com or call 754-323-6950
Monday through Friday from 8:30-2:00 PM.**