



# Full Virtual model

SMCHS offers a comprehensive virtual learning program including teacher-led live classroom instruction with engaging discussions, real-time collaboration with students and teachers, participation in online study groups, video conferences with teachers during office hours, and assessments to measure student learning outcomes reliably.

## Virtual Program Details

- Live teacher-led instruction
- Students will receive real-time feedback through Teams assignments, OneNote pages and Forms quizzes, among other tools and activities.
- Focus on social-emotional learning limiting students' stress while maintaining rigor and maximizing student learning
- Counselors and wellness coordinator available for video conferences
- Attendance will be taken each class period to hold students accountable and keep them on track. If a student is ill and unable to attend class, a parent or legal guardian must email [attendance@smhs.org](mailto:attendance@smhs.org)
- Students are expected to follow all posted deadlines and communicate any technical difficulties prior to a deadline. Grades will be posted in the Aeries gradebook.
- Every student has the same school-issued device and tools creating equity and consistency.

Santa Margarita Catholic High School's state-of-the-art EdTech program provides a student-centered immersive learning experience. SMCHS is one of 41 Microsoft Showcase Schools nationally recognized for innovation in learning enabled by technology for the sixth straight year.



Showcase School



## Our Learning Platform

### Microsoft Teams:

Teams is the ultimate collaborative tool where teachers and students can interact through live meetings, group discussion boards, teacher-created assignments and more. Teams not only allows teachers the ability to communicate with students, but it also allows for sharing files, important due dates and creating small group discussions/interaction. All students enrolled in a particular class are part of a specific Team. Each class Team has a class notebook in OneNote to help maximize organization and workflow success. Microsoft Teams Insights allows teachers to track student activity, including on-time assignments, classroom activity and participation in discussion board questions.

### OneNote Class Notebook:

With OneNote, students can organize their class materials including lecture notes, homework, classwork, essays and more. Teachers can grade student work in real-time, providing instant feedback.

### Office 365:

Access to Office 365 gives students the tools they need to be efficient including OneDrive, Word, PowerPoint, Excel, Outlook and other tools in the Microsoft Office Suite.

### Learning Portal:

The Learning Portal is a web-based bulletin board where teachers can post messages, assignments, files and important due dates.

Parents can login to any of the tools mentioned below with their student's email address and password. For Teams, OneNote and Office 365, visit [www.office.com](http://www.office.com) and for the Learning Portal please go to [lp15.smhs.org](http://lp15.smhs.org).

## What are students and teachers doing during remote learning?

### Live Lectures:

Teachers will meet with students during their scheduled class time through Microsoft Teams. During these live Teams meetings, teachers can share their screen, lecture with OneNote, display a PowerPoint or any other resources just as they would in the classroom. Students have the ability to ask questions in real-time, connect with their teachers and classmates and take notes – as needed – by splitting the screen and using OneNote along with Teams. Classes can be recorded for students to refer to later if needed.

### Group and Instructor-Led Classwork:

When teachers are not conducting live lectures during class time, students will be encouraged to utilize the time for group and independent work. Students can use Microsoft Teams to create small group forums or even hold study sessions with classmates.

Full Virtual		MONDAY	TUESDAY	WEDNESDAY	THURSDAY
BLOCK 1	9:00am - 10:15am	Period 1	Period 5	Period 1	Period 5
	10:15am-10:20am	Passing period	Passing period	Passing period	Passing period
BLOCK 2	10:20am-11:35am	Period 2	Period 6	Period 2	Period 6
	11:35am-12:00pm	LUNCH	LUNCH	LUNCH	LUNCH
	12:00pm-12:05pm	Passing period	Passing period	Passing period	Passing period
BLOCK 3	12:05pm-1:20pm	Period 3	Period 7	Period 3	Period 7
	1:20pm-1:25pm	Passing period	Passing period	Passing period	Passing period
BLOCK 4	1:25pm-2:40pm	Period 4	Office Hours	Period 4	Office Hours

FRIDAY Full Virtual, all periods day		
BLOCK 1	8:00am - 8:45am	Period 1
	8:45am - 8:50am	Passing period
BLOCK 2	8:50am - 9:35am	Period 2
	9:35am - 9:50am	Break
BLOCK 3	9:50am - 10:35am	Period 3
	10:35am - 10:40am	Passing period
BLOCK 4	10:40am - 11:25am	Period 4
	11:25am - 12:05pm	Lunch
	12:05pm - 12:10pm	Passing period
BLOCK 5	12:10pm - 12:55pm	Period 5
	12:55pm - 1:00pm	Passing period
BLOCK 6	1:00pm - 1:45pm	Period 6
	1:45pm - 1:50pm	Passing period
BLOCK 7	1:50pm - 2:35pm	Period 7

#### Please note:

The SMCHS website and app will have specific details on each day's schedule.

## Students Tech Center Helpdesk

Our IT technicians remain ready to serve our students and families.

**Hours:** Monday-Friday from 7:30-3:30 p.m.

- The best way to get assistance is to put in a work ticket request at [home.smhsstudents.org](http://home.smhsstudents.org), just as if you were at school.
- If additional assistance is needed, you can email [techcenter@smhs.org](mailto:techcenter@smhs.org). Please include a phone number so that a technician can contact you if necessary.
- If your computer is completely down, you may bring the device to the Tech Service Center for repair. The Tech Service Center is located in the Library Media Center and operates on school days between 7:30 a.m. to 3:30 p.m.