

# HOW WE CAN MAKE IT EASIER TO WORK REMOTELY (FOR PUPILS AND FOR OURSELVES)

## 1 Consider the situation of our pupils

Can all of our pupils work online? Do they have all of the textbooks and workbooks at home? Can they print, scan, and record audio and/or video? Are they accessible via e-mail, phone, and social networks? Do their parents go to work, or do they work from home? Only then should we choose forms of co-operation with pupils and parents.

## 2 Work with colleagues

Let's not just communicate with pupils and parents individually ourselves. Let's collaborate online. Compared to regular lessons, let's reduce the work volume by half. Let's count on a maximum of three items per day (instead of the usual six). Consider how often we want to submit the work (e.g. one summary report per week to pupils and parents for all of the subjects). Let's share materials and use existing resources. Let's unify and reduce the number of online learning tools.

## 3 Think carefully about the pupils' own learning activities

Let's reduce demands; the situation itself requires it. Let's try to anticipate the pitfalls and problems that a pupil may encounter. Consider the different levels of family technology. Let's prepare activities from which pupils can choose, according to their own individual possibilities. Let's assign tasks that they can actually do independently. Let's not forget to prepare the keys to the solutions. Let the pupils work at their own pace.

## 4 Let's support the pupils

Let the pupils know that we're here for them, even when we don't meet at school or in person. If possible, provide them with appropriate feedback. If possible, postpone grading and marking; let's use formative grading. Let's be positive, let's first point out the pros of the pupils themselves. Praise them.

## 5 Apply a personal approach

Let's address the pupils by name. If possible, send video greetings to them, even along with the assignment. Let's assure them that after returning to school there will be time to solve the problems, and that they will not immediately face exams and tests. Let's also have understanding and nice words for their parents.

## 6 Let's not overestimate our own strengths

Distance teaching is more demanding, in terms of preparation and management, than full-time teaching. Let's not work late into the night, don't be online or on the phone around the clock. Let's not forget about regular rest, and about recommending it to our pupils too.

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