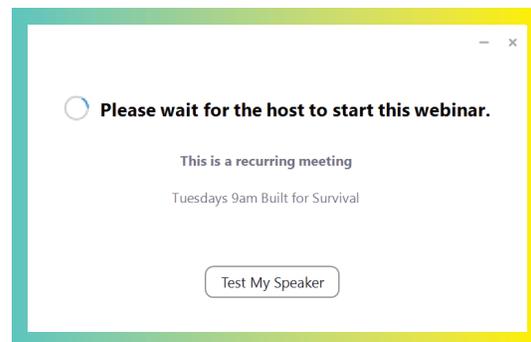# Tips for Teachers

One Week Before Your Scheduled Program

- **Look for a confirmation with the link for your virtual program**
  - If it is not there, check your junk or spam folder for an email from confirmations-mos@mos.org
  - If you still do not see the confirmation, contact our Science Central office at 617-723-2500 or information@mos.org and ask them to resend you a confirmation
- **Once you do have a confirmation, check it for accuracy.** Here is a sample:

Description	Tickets	Price
Built for Survival 9am Museum of Science **January 19, 2021** **9:00 AM** Link to join event: https://zoom.us/j/97580869294?pwd=QUdjcExWKzFvOVc0YURUR2xCb0hWdz09	50 X School Student	$0.00
Built for Survival 9am Museum of Science **January 19, 2021** **9:00 AM** Link to join event: https://zoom.us/j/97580869294?pwd=QUdjcExWKzFvOVc0YURUR2xCb0hWdz09	4 X School Teacher	$0.00
	Total Paid:	$0.00

- **Event Link:** starting 6 days before your program, you can check your event link to make sure it is complete and correct
  - If the link is working correctly, then you will receive a message that looks like this image; exit the meeting after this test

Please wait for the host to start this webinar.

This is a recurring meeting

Tuesdays 9am Built for Survival

Test My Speaker

- **Tickets:** do you have the correct number of tickets for your students and teachers?
  - If you need to adjust the numbers, contact Science Central at 617-723-2500 or information@mos.org

Museum of Science.

On the Day of Your Program

- **Log in** to your webinar at least 5 – 10 minutes before the start of your program
- **If the link is not working** or you need any other assistance, then contact Science Central at 617-723-2500 or information@mos.org

What to Expect When You Enter the Program

Webinar Format

- **Cameras and microphones** are not available to teachers and students in this program
- **Chat feature** can be used by teachers and students to communicate and interact, but:
  - Teachers and students can only chat with Museum of Science staff
  - Teachers and students cannot chat with each other

Communication Tips

- **Introduce yourself via the chat upon logging in.** This way Museum staff know which attendees are the teachers in case they need to communicate with you directly.
  - Museum staff will include a presenter and a moderator
  - The moderator can communicate with you throughout the program
- **Share information about your class**. Tell us how to make this a better experience for your students. You might want to share:
  - What your students already know
  - What curriculum connection you want us to cover
  - What you and your students are most excited to learn about/ see

Tips for Maximizing Student Engagement

Let students use their own devices if possible

- Allow students to use the chat to ask their own questions, share their own observations, and participate in polls
- If this is not possible, then let your moderator know that you are using a shared device in the classroom
  - The moderator can then work directly with you to collect student ideas and questions

Review the educator guide for your program

- We are in the process of creating educator guides for our virtual school offerings
- Educators guides, if available, will be emailed to the person who booked the program. Check with the booker to get access to the guide.
- Use the guide to help prepare your students for the structure and content of the program including:
  - Program description
  - NGSS connections
  - Important vocabulary
  - Pictures showing what to expect in the program

Familiarize yourself with Zoom Webinar ahead of the program

- If you have never used Zoom Webinar before, then check out the classroom resource guide that Zoom has created <u>here</u>.

After the Program

Complete our short survey – is.gd/MOSatSchoolSurvey

- Share your feedback with us to improve our programming