



# **DIGITAL LEARNING** **INSTRUCTIONAL GUIDE**

Definition | Components | Continuum

# MISSISSIPPI DEPARTMENT OF EDUCATION

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# INTRODUCTION

The Office of Digital Learning, within the Mississippi Department of Education (MDE), supports educators as they build capacity to deliver high-quality digital learning experiences to students across Mississippi.

The Office of Digital Learning is committed to supporting districts as they implement robust, comprehensive digital instruction aligned with the strategic goals of the State Board of Education: to ensure that all students become proficient and show growth in all assessed areas, that every school has effective educators and leaders, and that every student graduates from high school ready for college and career.

## TECHNOLOGY INTEGRATION

The MDE does not officially endorse any specific technology standards or models of teaching with technology. However, the resources provided within this guide are made available to assist educators and school and district leaders with the integration of technology into classrooms, schools, and school districts. Local schools have discretion over which technology partners and products are used in their districts. For legal advice regarding technology services, please contact your local school board attorney.

## FEDERAL REGULATIONS

The following federal laws regulate the use of the internet and digital tools in public schools:

- **Children’s Internet Protection Act (CIPA):** In order for schools to qualify for federal E-Rate funding, CIPA requires that schools filter harmful or obscene online content.
- **Protecting Children in the 21st Century Act:** This act extends CIPA regulations by requiring schools to provide instruction on appropriate online behavior, including interacting with others on social media and cyberbullying awareness and response.
- **Children’s Online Privacy and Protection Act (COPPA):** This statute restricts companies from collecting data for students under the age of 13 and requires parental consent for students under the age of 13 to create accounts to use online tools.

Educators and school and district leaders should be careful to adhere to these federal laws when implementing digital learning experiences.

## COMPUTER SCIENCE CONNECTIONS

The *Digital Learning Instructional Guide* is designed to support educators and district and school leaders as they work to effectively integrate technology into classroom instruction. Digital learning should not be confused with the academic area of computer science, which

is the study of computers and algorithmic processes, coding, and logical thinking, including computer principles, their hardware and software designs, their implementation, and their impact on society.

Although digital learning and computer science are not synonymous, they do share commonalities. Computer science includes concepts such as the use and operation of devices and applications, internet safety, and social and cultural impacts, which are necessary foundations for educators and students to effectively use technology. Connections between digital learning and computer science will be highlighted throughout this guide.

## **UNDERSTANDING TERMINOLOGY**

Throughout the guide, readers will encounter words and phrases that are **bold and purple**. These words and phrases may be unfamiliar or have context-specific meanings and are defined in the Glossary at the end of this document.

# DEFINITION

Digital learning is a widely used term used to describe various ways to use technology to enrich instruction, from students using devices during face-to-face classroom instruction to students receiving instruction in a fully online setting and any configurations in between. However, it is more than devices and classroom settings. Digital learning also encompasses the use of technology to transform how educators teach and students learn. High-quality digital learning relies on many essential strategies, including **personalized instructional practices**, improved **access to content**, and **enhanced learning experiences**.

To provide clarity to educators, students, parents, and other stakeholders as they implement digital learning programs, the MDE has developed the following definition for digital learning:

**DIGITAL LEARNING** is the delivery of rigorous, engaging, and personalized instruction through a wide range of technology-based content and **communication tools, curricular models, instructional strategies, adaptations,** and **services** to every student in traditional and virtual learning environments.

When effectively using technology, *educators* can personalize instruction by:

- providing students access to **multimedia** content;
- gathering real-time data to inform student needs;
- engaging students with activities that promote **creativity, collaboration, communication,** and **critical thinking;** and
- providing choices for how students demonstrate their learning.

When *students* receive guidance on the selection and utilization of technology, they can begin to take control of their learning by:

- selecting how they interact with and learn content;
- applying timely feedback to further guide their learning;
- completing activities that allow for creativity, collaboration, communication, and critical thinking; and
- showing mastery of content in a variety of ways.

**Personalized instruction** describes a flexible learning environment in which students play an active role in designing learning activities, allowing them to be tailored or personalized to students' individual learning needs and preferences.

Personalized instruction can be misconstrued as a requirement for teachers to design different learning activities for each student. However, personalized learning focuses on **student agency**, or the decisions made by the student, and not the adaptations made by the teachers.

The following resources can assist in the development of a shared understanding of personalized learning:

- [A Vision for Personalized Learning in K-12 Schools](#) (Kennesaw State University)
- [Georgia Personalized Learning Standards](#)
- [A Conceptual Framework for the Personalized Learning Movement](#)
- [Personalized Learning](#) (Academic Development Institute)

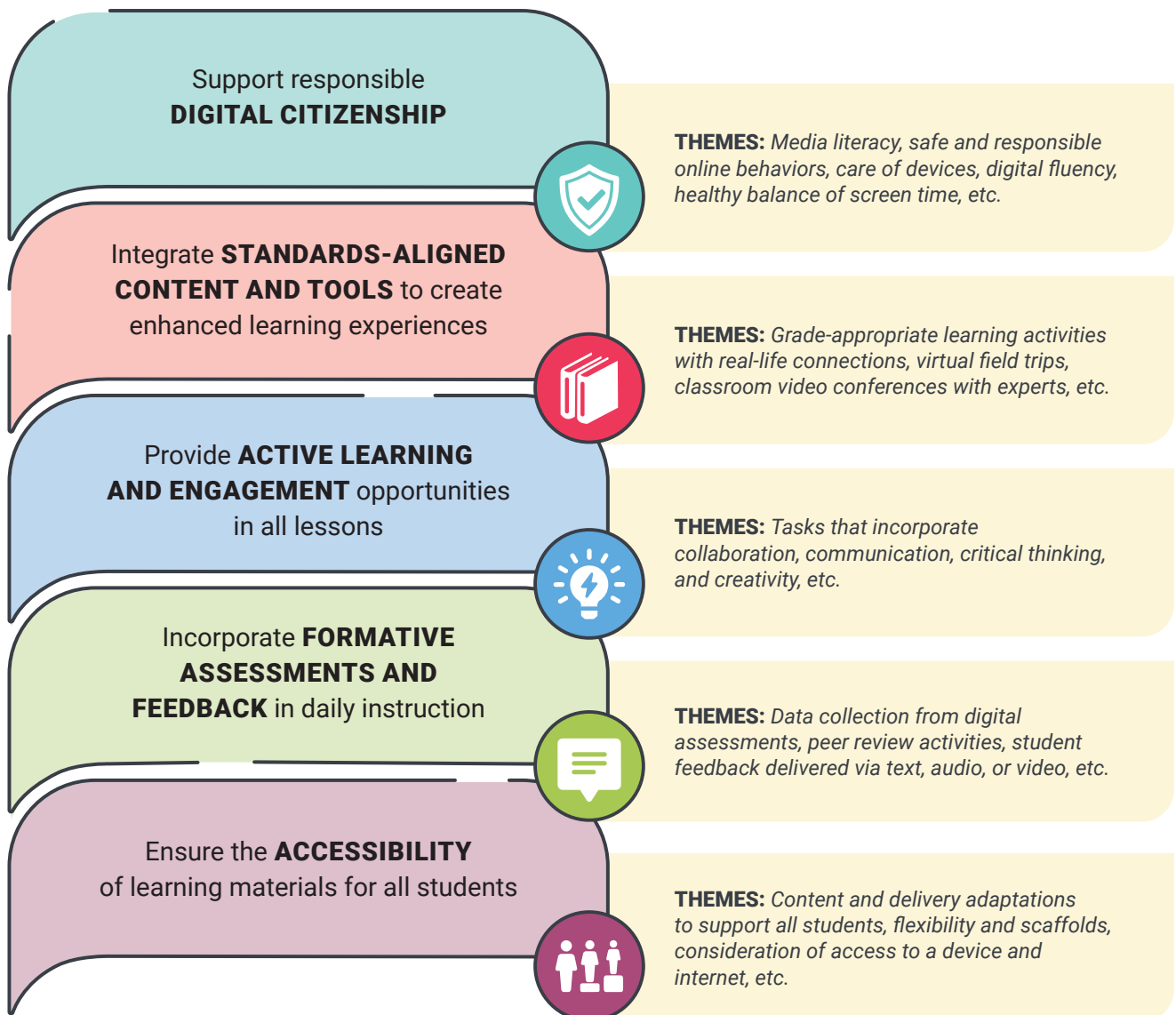


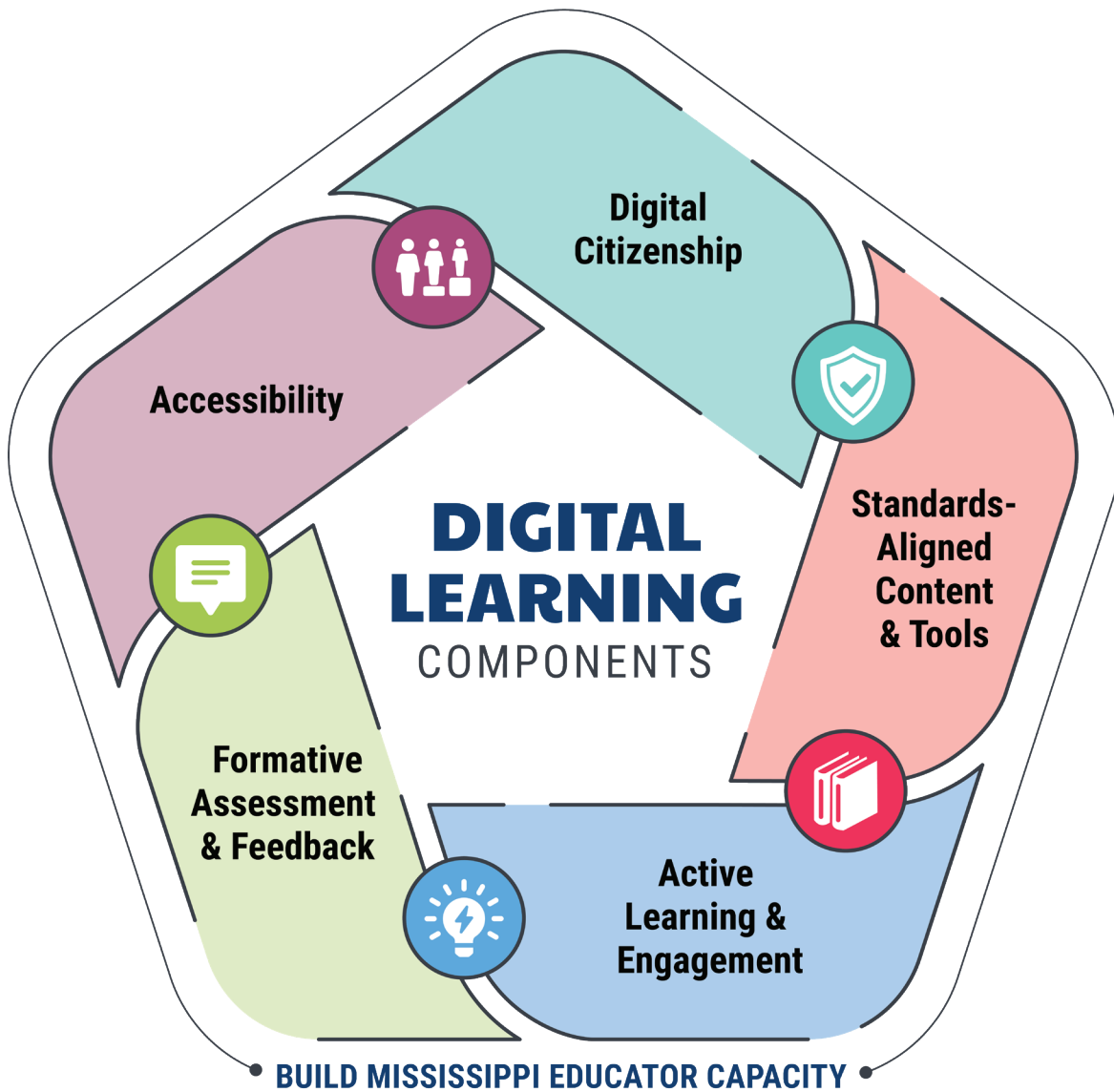
# COMPONENTS

At its core, digital learning cannot take place without the presence of **technological devices** and digital tools.

**DIGITAL TOOLS** are any technology-based content, app, software, extension, website, or platform intentionally selected to promote student learning in multiple ways (e.g., *accessibility, creativity, critical thinking, communication, collaboration, engagement, assessment, etc.*).

Beyond the foundation of digital tools, this guide is organized around the following five **components** of digital learning that represent areas of instructional enhancements within the learning environment. Mississippi is committed to building educators' capacity to use digital tools and to support effective implementation of digital learning, allowing educators to:

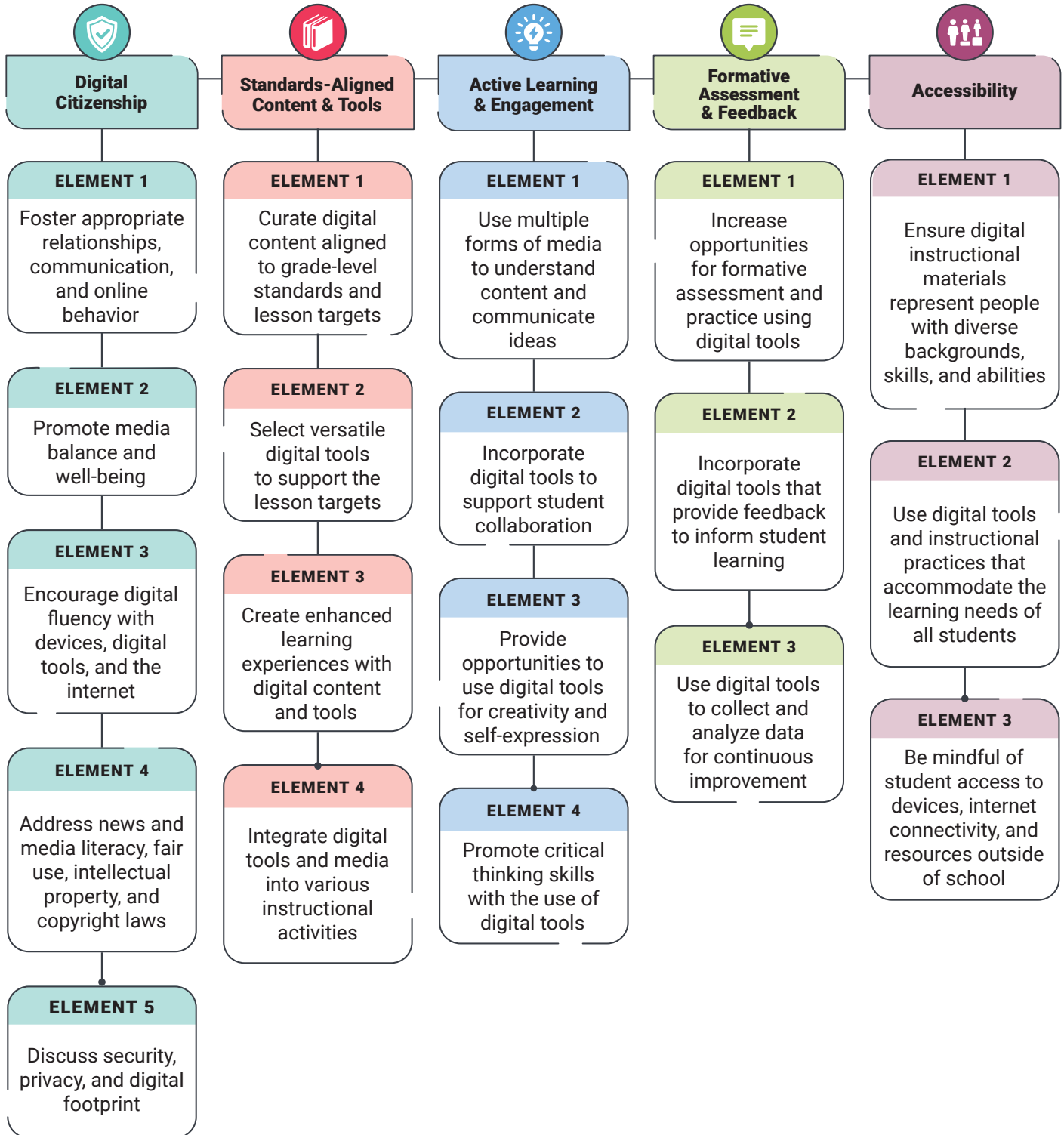




To better understand these five components, the following sections describe each in greater detail, including what they are and what they are not. All five components are broken into **elements** that explore effective teaching practices enhanced by digital tools.

# DIGITAL LEARNING

## COMPONENTS & ELEMENTS AT-A-GLANCE

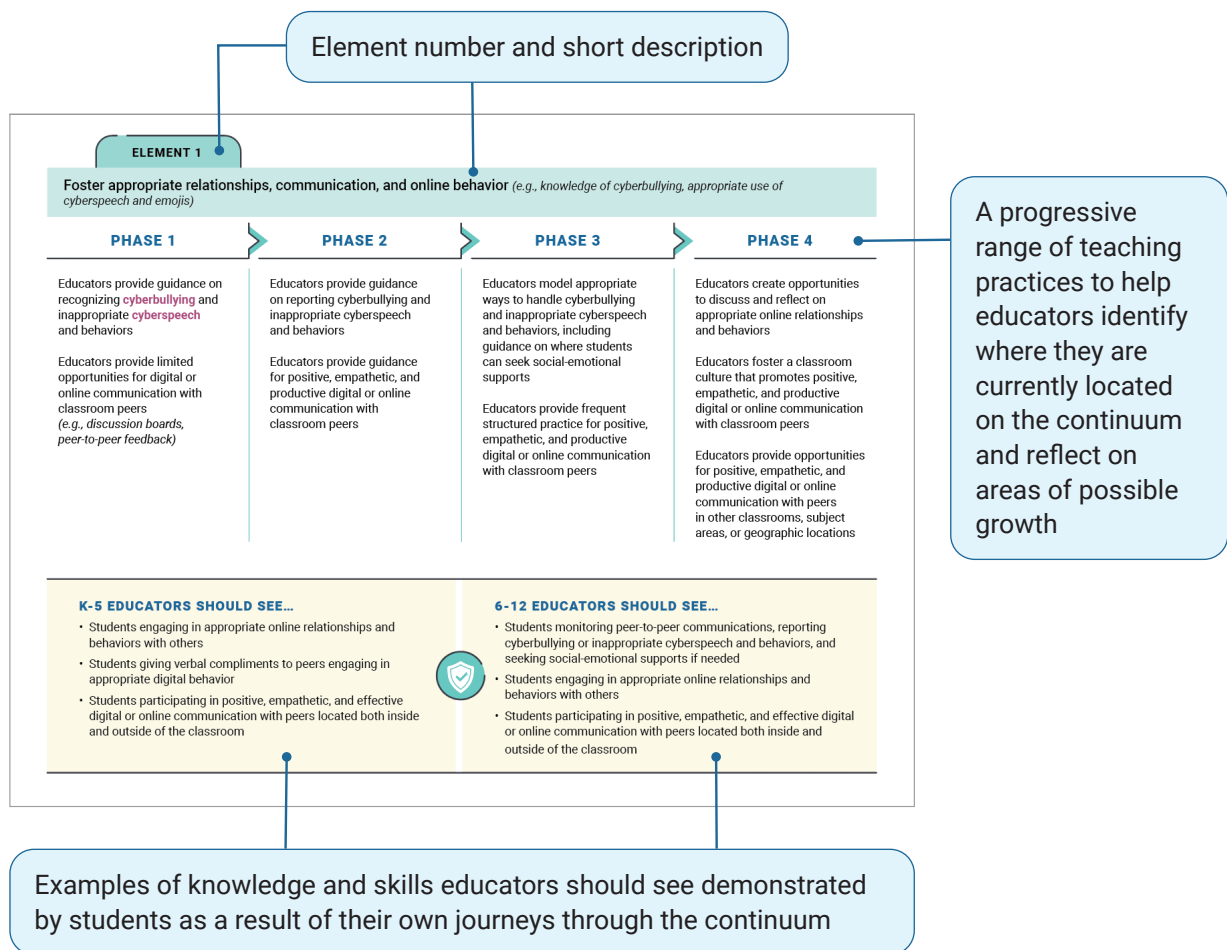


In addition to the components and elements listed above, a roadmap, or **implementation continuum**, has been created for each element to provide guidance for integrating technology within instructional practices.

# CONTINUUM

Implementation of digital learning is a journey that educators and students should explore and enjoy. The implementation continuums (provided for each element of the digital learning components) will help educators navigate decisions regarding the selection of digital tools, curation of materials, and overall design of learning experiences.

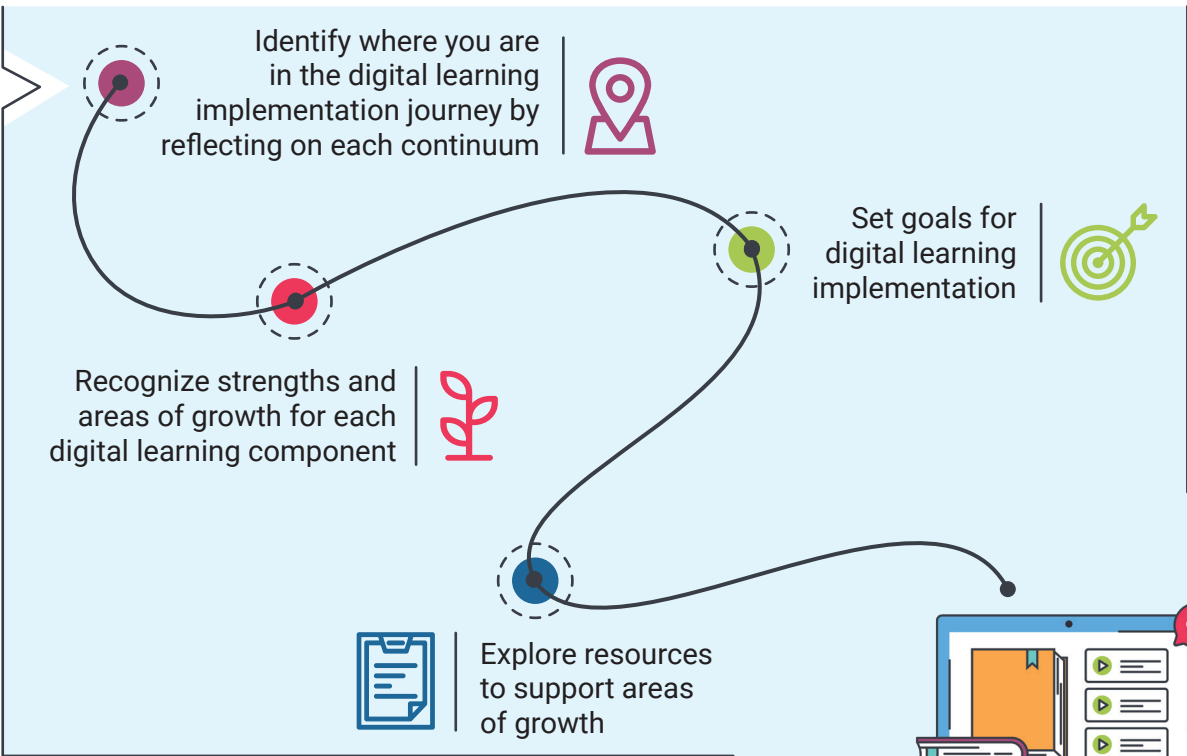
## EXAMPLE IMPLEMENTATION CONTINUUM



**The implementation continuums are not intended to be evaluative** or dictate specific activities or tools, but rather help educators identify where they currently fall along their journey. (Remember: The most helpful aspect of the implementation continuums is not checking off items, but the conversations and reflections which result from their use.) Additional resources, activities to try in the classroom, and specific connections to existing MDE supports are provided with the continuums.

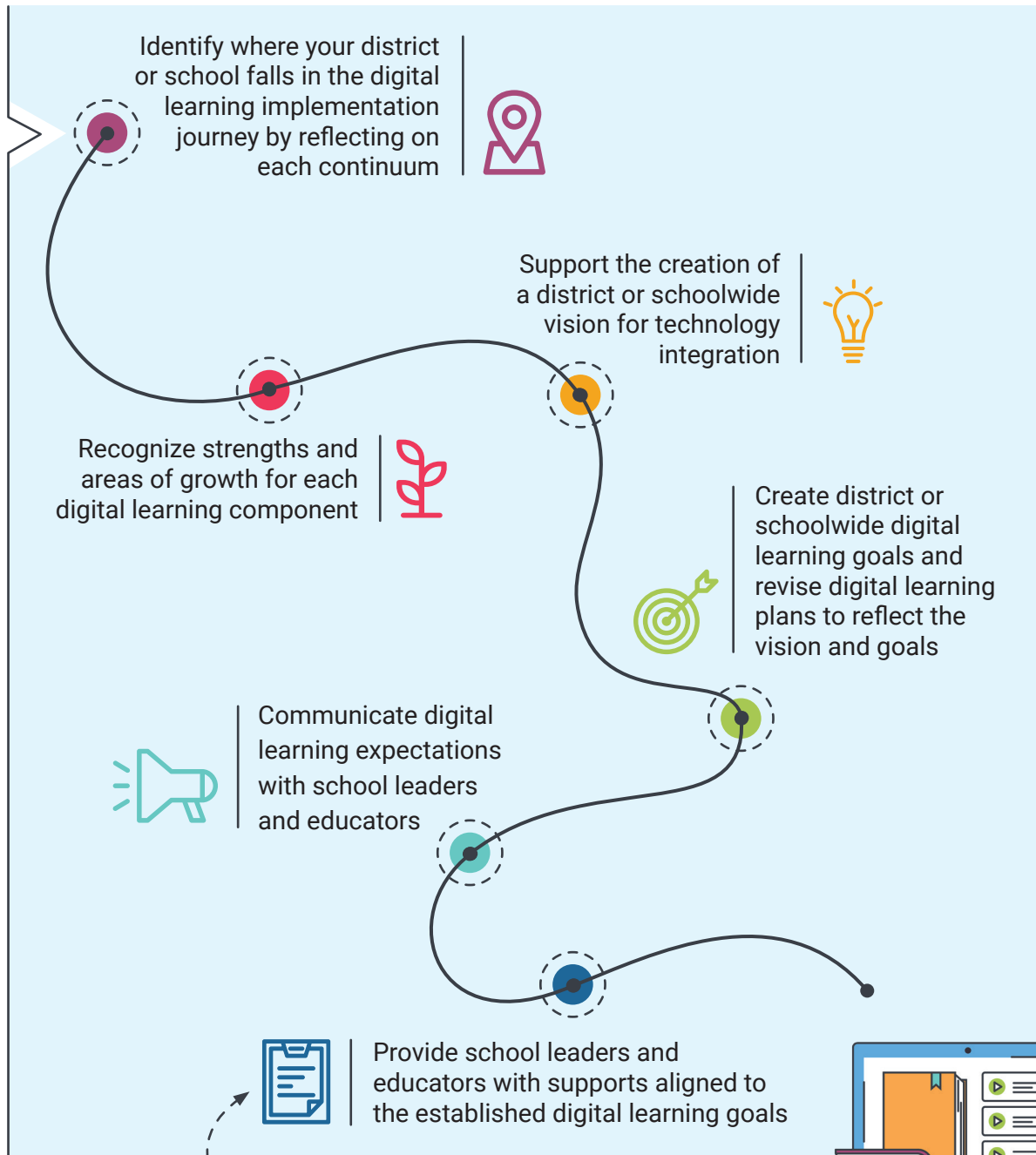
HOW EDUCATORS CAN USE THE IMPLEMENTATION CONTINUUMS

EDUCATORS



## HOW LEADERS CAN USE THE IMPLEMENTATION CONTINUUMS

### DISTRICT & SCHOOL LEADERS



**EXAMPLE SUPPORTS:** Research-based articles, research-based ideas from the "Strategies" section of BrightBytes Technology & Learning, PLCs, professional development, etc.





# DIGITAL CITIZENSHIP

| Continuum |

Digital citizenship includes more than just teaching students how to be safe, kind, and responsible in a digital world.

## Digital Citizenship is...

- being comfortable using the internet, software/apps, and devices.
- finding a healthy balance in time spent on various digital and non-digital activities.
- recognizing the impact of **media** use on emotional well-being.
- being capable of critically analyzing news and other media, including determining credible sources and proper use of copyrighted materials.

Educators should model these skills daily and incorporate conversations about these skills whenever technology is used in the classroom.

## Digital Citizenship is NOT...

- only protecting your passwords or preventing cyberbullying.
- a lesson taught once a year.
- applicable only while online.
- a course only taught in a computer lab by the computer instructor.

### Want to learn more about this component?

Review these Best Practices for Digital Learning Deep Dives:

- [Incorporate digital citizenship](#)
- [Be consistent with technology tools](#)
- [Create structured routines and procedures](#)



# DIGITAL CITIZENSHIP

## ELEMENTS AT-A-GLANCE

### ELEMENT 1

Foster appropriate relationships, communication, and online behavior

### ELEMENT 2

Promote media balance and well-being

### ELEMENT 3

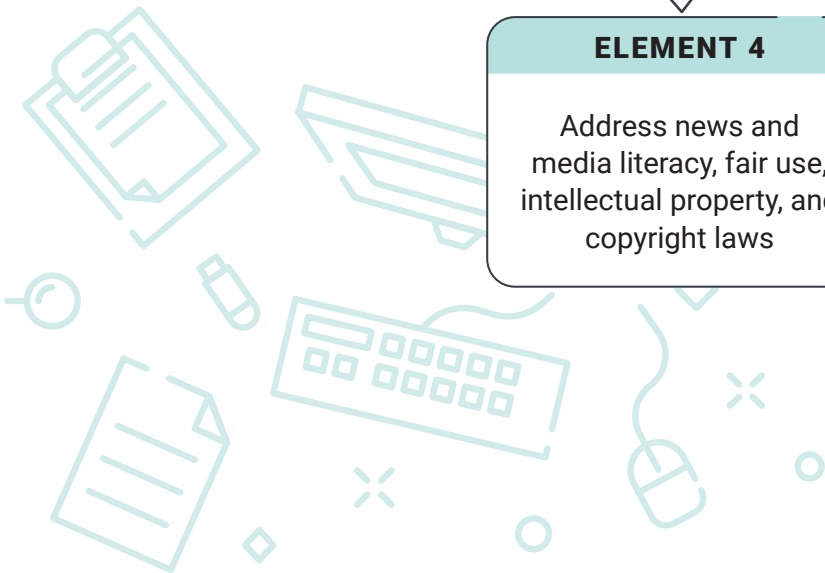
Encourage digital fluency with devices, digital tools, and the internet

### ELEMENT 4

Address news and media literacy, fair use, intellectual property, and copyright laws

### ELEMENT 5

Discuss security, privacy, and digital footprint





## ELEMENT 1

Foster appropriate relationships, communication, and online behavior (e.g., knowledge of cyberbullying, appropriate use of cyberspeech and emojis)

### PHASE 1

Educators provide guidance on recognizing **cyberbullying** and inappropriate **cyberspeech** and behaviors

Educators provide limited opportunities for digital or online communication with classroom peers (e.g., *discussion boards, peer-to-peer feedback*)

### PHASE 2

Educators provide guidance on reporting cyberbullying and inappropriate cyberspeech and behaviors

Educators provide guidance for positive, empathetic, and productive digital or online communication with classroom peers

### PHASE 3

Educators model appropriate ways to handle cyberbullying and inappropriate cyberspeech and behaviors, including guidance on where students can seek social-emotional supports

Educators provide frequent structured practice for positive, empathetic, and productive digital or online communication with classroom peers

### PHASE 4

Educators create opportunities to discuss and reflect on appropriate online relationships and behaviors

Educators foster a classroom culture that promotes positive, empathetic, and productive digital or online communication with classroom peers

Educators provide opportunities for positive, empathetic, and productive digital or online communication with peers in other classrooms, subject areas, or geographic locations

#### K-5 EDUCATORS SHOULD SEE...

- Students engaging in appropriate online relationships and behaviors with others
- Students giving verbal compliments to peers engaging in appropriate digital behavior
- Students participating in positive, empathetic, and effective digital or online communication with peers located both inside and outside of the classroom



#### 6-12 EDUCATORS SHOULD SEE...

- Students monitoring peer-to-peer communications, reporting cyberbullying or inappropriate cyberspeech and behaviors, and seeking social-emotional supports if needed
- Students engaging in appropriate online relationships and behaviors with others
- Students participating in positive, empathetic, and effective digital or online communication with peers located both inside and outside of the classroom

## ELEMENT 2

### Promote media balance and well-being (e.g., guidelines around social media use, awareness of one's own emotions)

#### PHASE 1

Educators occasionally schedule screen-free activities to promote healthy digital **media balance** (e.g., videos, games, websites, music, etc.)

Educators rarely discuss **emotional awareness** when consuming **digital media** or using digital communication tools (e.g., social media, text messaging, etc.)

#### PHASE 2

Educators regularly schedule screen-free activities to promote healthy digital media balance

Educators regularly discuss emotional awareness when consuming digital media or using digital communication tools

#### PHASE 3

Educators provide opportunities to promote and reflect on the importance of healthy digital media balance, including maintaining balance between ways to engage with digital media (e.g., consumption, creation, communication, or collaboration) and the purpose of the digital media (e.g., social, leisure, academic)

Educators provide guidance on where to find social-emotional supports for the use of digital media or digital communication tools

#### PHASE 4

Educators share data, research, and real-world examples and facilitate discussions about the impact of media (especially social media) and ways to maintain a healthy balance

Educators regularly “check-in” with students to monitor their media balance and well-being and promote social-emotional supports when needed

#### K-5 EDUCATORS SHOULD SEE...

- Students using features of digital tools to share their well-being with educators
- Students engage in conversations around the awareness to age requirements for social media usage (13 years or older)
- Students engaging in a balance of digital and print activities

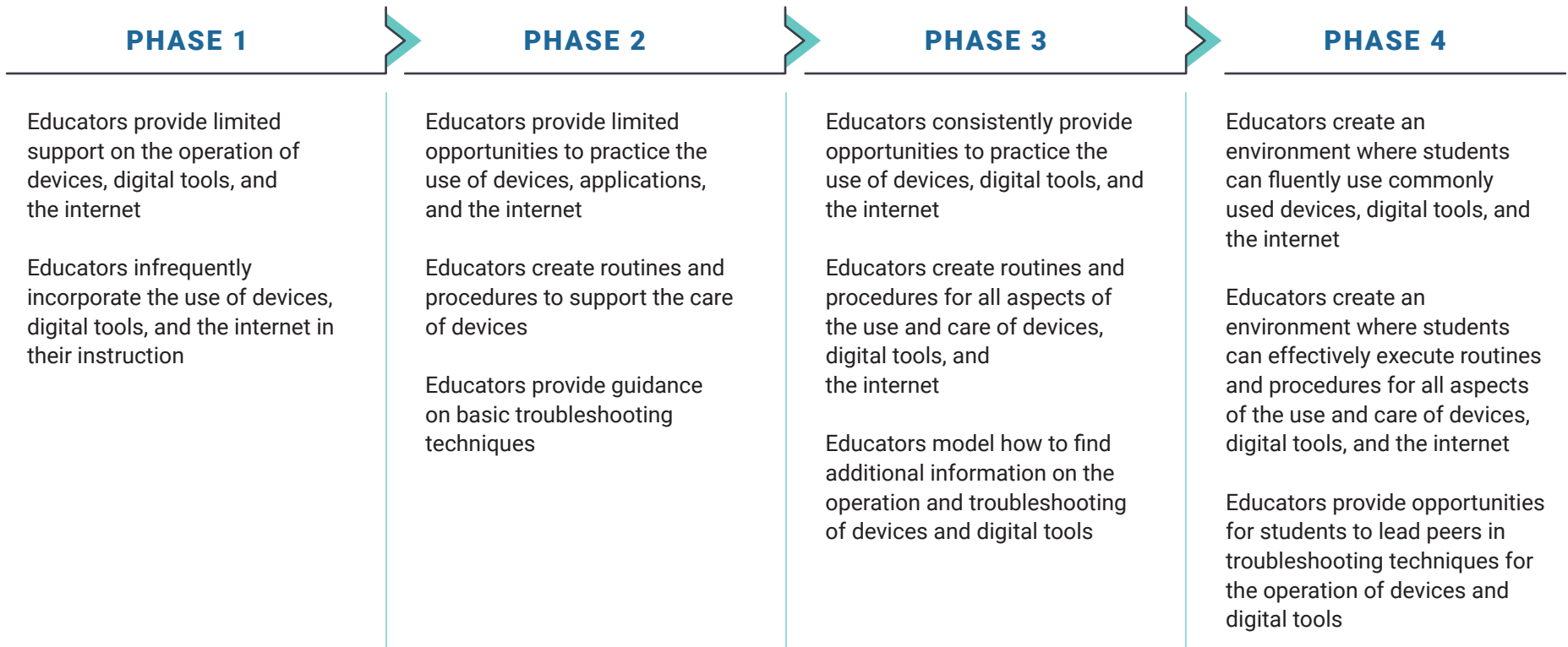


#### 6-12 EDUCATORS SHOULD SEE...

- Students understanding the adverse effects of extended screen time and working to maintain a healthy digital media balance
- Students recognizing their emotions when using digital media or digital communication tools and seeking appropriate supports when needed
- Students using features of digital tools to share their well-being with educators

### ELEMENT 3

## Encourage **digital fluency** with devices, digital tools, and the internet



#### K-5 EDUCATORS SHOULD SEE...

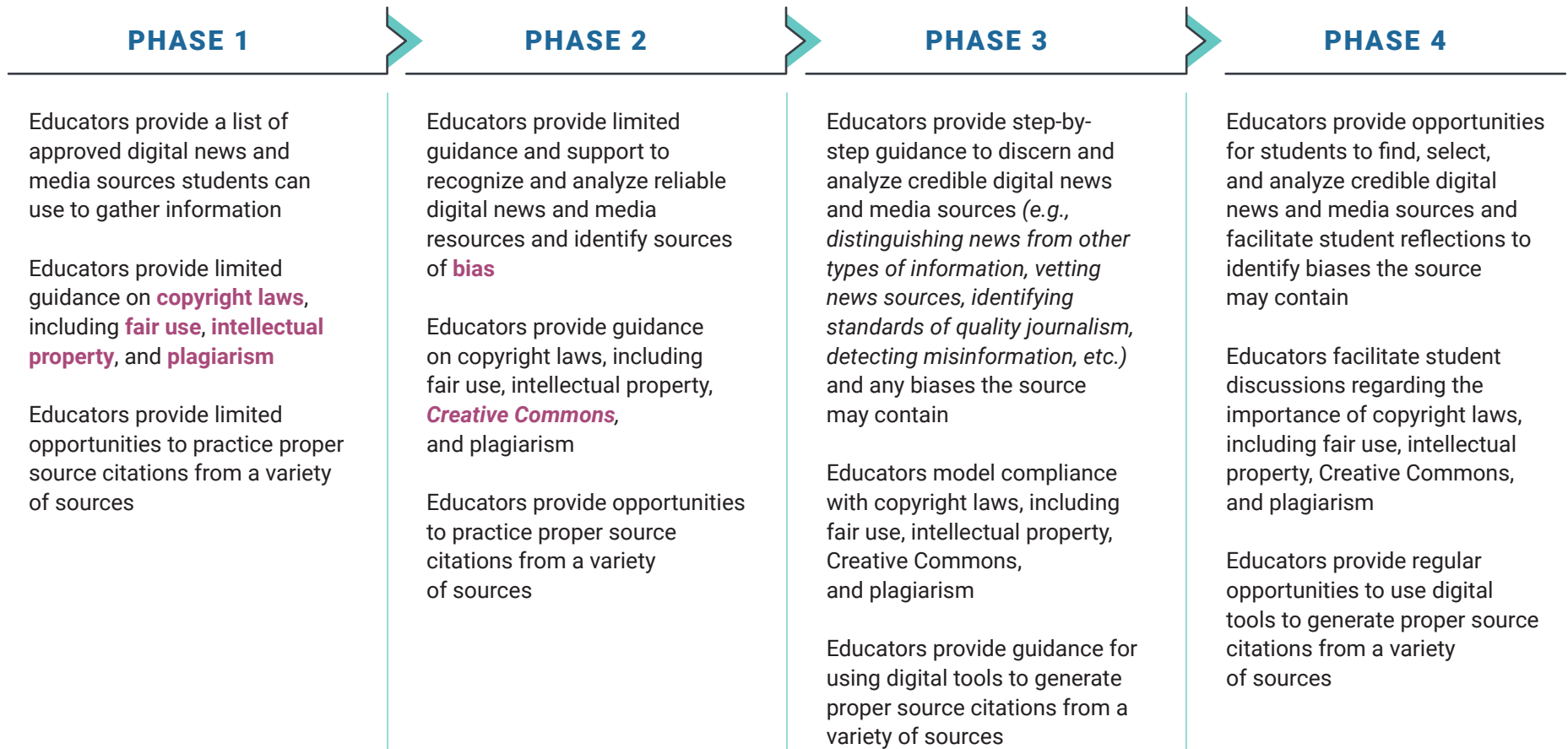
- Students using appropriate terminology to identify hardware
- Students using digital tools with ease
- Students engaging in proper care with a variety of devices, digital tools, and the internet



#### 6-12 EDUCATORS SHOULD SEE...

- Students demonstrating digital fluency and proper care with a variety of devices, digital tools, and the internet
- Students performing basic troubleshooting techniques with devices and digital tools
- Students researching information on the operation and troubleshooting of devices and digital tools

Address **news and media literacy**, fair use, intellectual property, and copyright laws (e.g., knowledge of reputable sources, identifying sources of bias, plagiarism, Creative Commons, etc.)



**K-5 EDUCATORS SHOULD SEE...**

- Students understanding the importance of giving attribution to the ideas and creations of others
- Students using guiding questions to analyze credibility of resources
- Students distinguishing credible media from unreliable sources (grades 3-5)



**6-12 EDUCATORS SHOULD SEE...**

- Students conducting research online and analyzing digital news and media sources to determine credibility and identify biases
- Students understanding and complying with copyright laws
- Students using digital tools to appropriately cite all sources used within learning activities

Discuss security, privacy, and digital footprint (e.g., knowledge of phishing and *spam*, the importance of password protection, etc.)

## PHASE 1

Educators provide limited guidance to recognize **phishing** and scam attempts

Educators provide limited guidance on the privacy of account information, passwords, and other personal information

## PHASE 2

Educators discuss the importance of **digital footprints**

Educators provide guidance on how to recognize and report phishing and scam attempts

Educators provide guidance on the privacy of account information, passwords, and other personal information

Educators provide guidance on device security

## PHASE 3

Educators model how to monitor digital footprints

Educators provide limited opportunities to practice recognizing phishing and scam attempts

Educators regularly discuss the importance of the privacy of account information, passwords, and other personal information

Educators create effective routines and procedures to promote device security

## PHASE 4

Educators facilitate student discussions on the importance of digital footprints and reflect on the effects they may have in the future

Educators provide practice for students to recognize and report phishing and scam attempts using real-world examples

Educators provide students the opportunity to take ownership of the security of their devices, accounts, passwords, and personal information

## K-5 EDUCATORS SHOULD SEE...

- Students explaining and demonstrating the importance of keeping passwords protected and out of sight
- Students reporting pop ups when they occur
- Students understanding computers connect us to things around the world
- Students engaging in conversations about what information is appropriate to share online



## 6-12 EDUCATORS SHOULD SEE...

- Students monitoring their digital footprints and anticipating positive and negative effects
- Students recognizing phishing and scam attempts and reporting suspicious activity
- Students taking active responsibility for the security of any devices, accounts, passwords, and personal information



## TRY IT OUT IN YOUR CLASSROOM

1

Create a class contract or agreement for student behavior and expectations while on devices.

2

Develop anchor charts describing device terminology or clear routines to support students with the use and care of devices, applications, and the internet.

3

Provide clear troubleshooting tips and strategies, including visuals or video demonstrations, to support student use of devices and digital tools.

4

Assemble a class or schoolwide Student Tech Team to lead digital citizenship initiatives.

For additional support implementing these suggestions, visit [mdek12.org/DLResources](https://mdek12.org/DLResources).



## CONNECTIONS TO MDE RESOURCES

### Social-Emotional Learning Standards

### MS College- and Career-Readiness Standards for Libraries

### MS College- and Career-Readiness Standards for Computer Science:

- > **CORE CONCEPT - Computing Systems:** Devices; Hardware and Software; and Troubleshooting
- > **CORE CONCEPT - Networks and the Internet:** Cybersecurity
- > **CORE CONCEPT - Impacts of Computing:** Culture; Social Interactions; and Safety, Law and Ethics

### Professional Growth System:

- > **STANDARD 3:** Assists students in taking responsibility for learning and monitors student learning
- > **STANDARD 5:** Manages a learning focused classroom community
- > **STANDARD 6:** Manages classroom space, time, and resources effectively for student learning
- > **STANDARD 7:** Creates and maintains a classroom of respect for all students

## ADDITIONAL RESOURCES

- [K-12 Digital Citizenship Curriculum](#) (Common Sense Education)
- [Be Internet Awesome](#) (Google)
- [Common Sense Privacy Program](#) (Common Sense Education)
- [News Literacy Project](#)
- [Social-Emotional Learning and Digital Citizenship](#) (CASEL)
- [Digital Citizenship Resource List](#) (Making Caring Common, Harvard School of Education)
- [Digital Citizenship: Using Technology Appropriately](#)
- [9 Resources for Teaching Digital Citizenship](#) (ISTE)
- [Bring Digital Citizenship to the Classroom in Meaningful Ways](#) (ISTE)
- [ISTE Standards for Educators: 2.1, 2.2, 2.3, 2.4, & 2.6](#)





# STANDARDS-ALIGNED CONTENT & TOOLS

| Continuum |

**Technology integration** is the use of devices, digital content and tools, and the internet within classroom learning experiences. Integrating technology should enhance student interaction and understanding of the content included in learning goals.

## Standards-Aligned Content & Tools is...

- selecting digital content and tools, being mindful that the use of technology does not change the intent of the standard.
- determining the target skill(s) of instruction and curating content and learning experiences that will help students master the skill(s).
- choosing a digital tool that will transform the lesson by engaging students, enhancing the lesson, or extending the learning.

## Standards-Aligned Content & Tools is NOT...

- integrating technology simply to include it in lessons.
- using as many digital tools as possible in your classroom.
- occasionally using a digital tool in your lessons and then expecting students to know exactly how to use the tool.
- transferring traditional classroom content and instructional materials into a digital format without considering how it will affect learning.

### Want to learn more about this component?

Review these Best Practices for Digital Learning Deep Dives:

- [Ensure that the purpose for using technology is aligned to lesson targets](#)
- [Be consistent with technology tools](#)





# STANDARDS-ALIGNED CONTENT & TOOLS

## ELEMENTS AT-A-GLANCE

### ELEMENT 1

Curate digital content aligned to grade-level standards and lesson targets

### ELEMENT 2

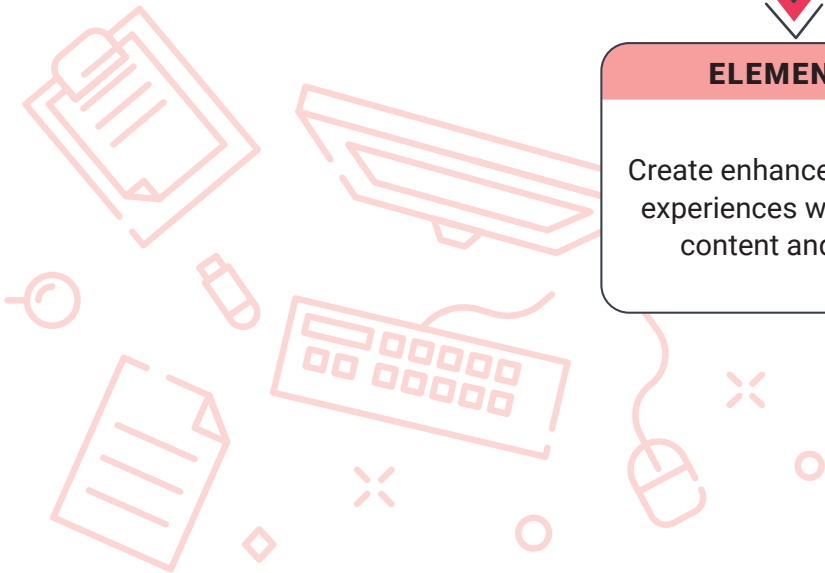
Select versatile digital tools to support the lesson targets

### ELEMENT 3

Create enhanced learning experiences with digital content and tools

### ELEMENT 4

Integrate digital tools and media into various instructional activities



## ELEMENT 1

Curate digital content aligned to grade-level standards and lesson targets (e.g., state/district approved *open educational resources*, digital textbooks, etc.)

### PHASE 1

Educators have limited access to digital **high quality instructional materials (HQIMs)** and use the materials infrequently

Educators select and/or create **digital content** and instructional materials that are not aligned to standards and/or lesson targets

### PHASE 2

Educators have access to digital HQIMs and use the materials regularly

Educators select and/or create additional digital content and instructional materials that are partially aligned to standards and/or lesson targets

Educators provide guidance for students on how to locate, select, and use digital HQIMs and other **curated** digital content and instructional materials

### PHASE 3

Educators select digital HQIMs and curate additional digital content and instructional materials to create engaging personalized learning experiences that support the standards and/or lesson targets and make meaningful connections to previous and future learning

Educators monitor and observe the effectiveness of digital HQIMs and other curated digital content and instructional materials and seek alternatives as needed

Educators model how to locate, select, and use digital HQIMs and other curated digital content and instructional materials

### PHASE 4

Educators select digital HQIMs and curate additional digital content and instructional materials to create engaging personalized learning experiences that support the standards and/or lesson targets and make meaningful connections to previous and future learning

Educators select digital HQIMs and curate additional digital content and instructional materials based on collaboration with other content areas to enrich learning

Educators monitor and observe the effectiveness of digital HQIMs and other curated digital content and instructional materials and seek alternatives as needed

#### K-5 EDUCATORS SHOULD SEE...

- Students engaging in personalized learning experiences by regularly using digital HQIMs to support the standards and/or lesson targets

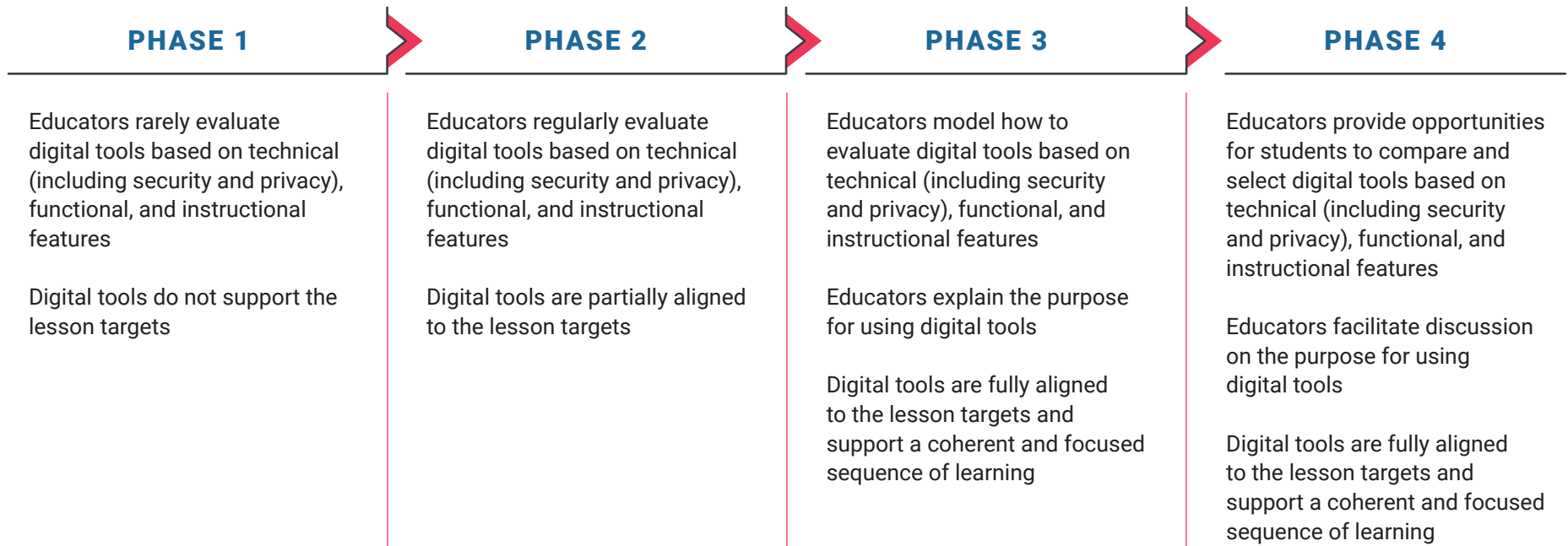


#### 6-12 EDUCATORS SHOULD SEE...

- Students engaging in personalized learning experiences by regularly using digital HQIMs to support the standards and/or lesson targets

## ELEMENT 2

### Select versatile digital tools to support the lesson targets



#### K-5 EDUCATORS SHOULD SEE...

- Students have time to explore features of digital tools prior to selecting a digital tool to use
- Students selecting from a pre-evaluated list of appropriate digital tools to complete learning activities
- Students can explain why they are using a digital tool in the classroom

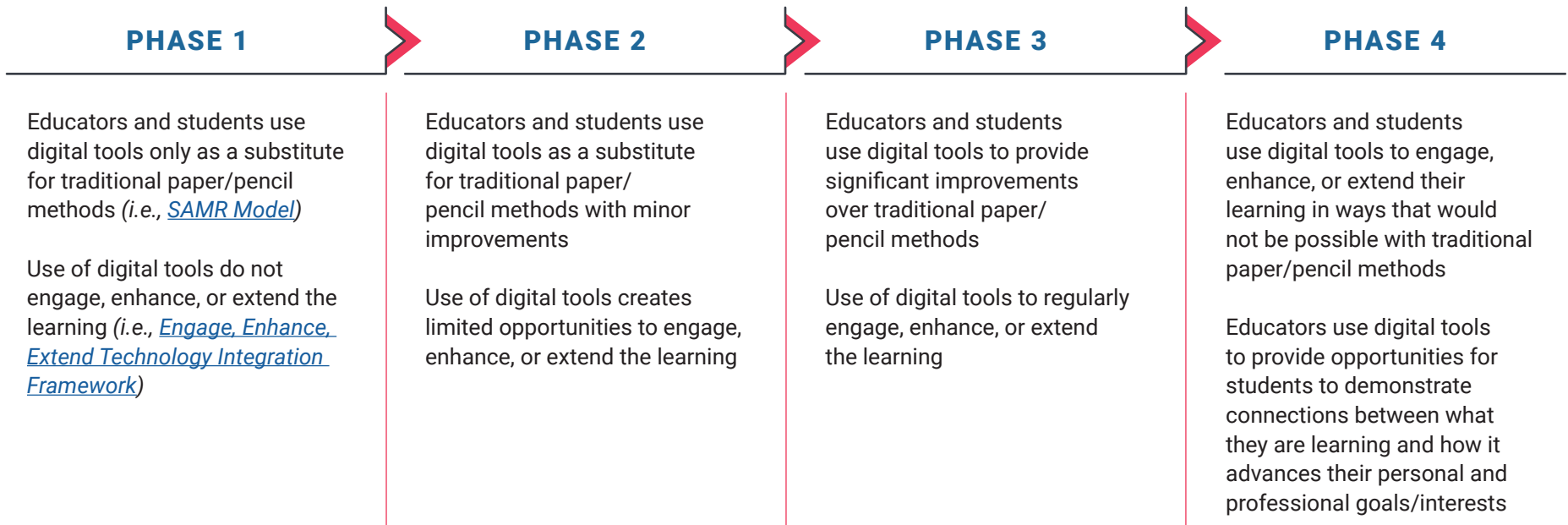


#### 6-12 EDUCATORS SHOULD SEE...

- Students selecting from a pre-evaluated list of appropriate digital tools to complete learning activities
- Students identifying the purpose for using digital tools

### ELEMENT 3

**Create enhanced learning experiences with digital content and tools** (e.g., motivate and engage students, provide scaffolded supports, create opportunities to complete authentic, real-world activities, etc.)



#### K-5 EDUCATORS SHOULD SEE...

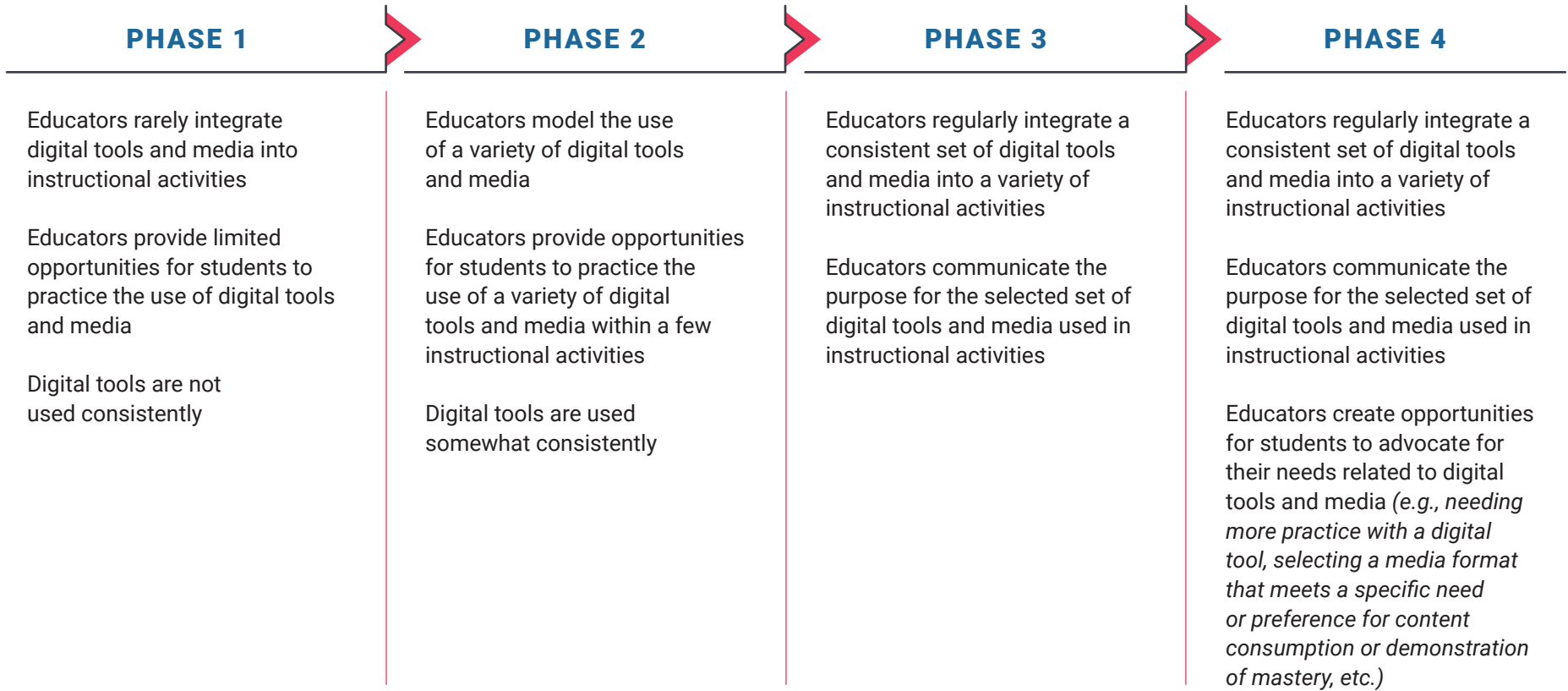
- Students shift from passive to active learning with digital tools to engage, enhance, or extend their learning, focusing on their target knowledge
- Students use digital tools to gain background knowledge and connect to personal interests or career opportunities



#### 6-12 EDUCATORS SHOULD SEE...

- Students using digital tools to engage, enhance, or extend their learning in ways that would not be possible with traditional paper/pencil methods
- Students selecting digital tools to demonstrate connections between what they are learning and how it advances their personal and professional goals/interests

**Integrate digital tools and media into various instructional activities** (e.g., guided practice, formative assessment, center activities, enrichment, etc.)



**K-5 EDUCATORS SHOULD SEE...**

- Students independently using digital tools for academic purposes
- Students completing a reflection to share preferences and request additional practice to effectively use a digital tool or media



**6-12 EDUCATORS SHOULD SEE...**

- Students proficient in the use of digital tools in the classroom (e.g., *using digital tools independently or in creative ways, appropriately using digital tools for a designated purpose, etc.*)
- Students advocating their need for additional supports to effectively use a digital tool or media



## TRY IT OUT IN YOUR CLASSROOM



1

Complete student reflections on how digital tools supported the lesson targets and their learning needs.

2

Provide standards-aligned learning choice boards with a variety of digital content and tools for students to complete independently or in small groups.

3

Create opportunities for student agency as students complete the same assignment using the digital tool of their choice.

4

Design authentic learning experiences that connect to the real world and/or outside the classroom walls (e.g., *virtual field trips, video overviews, simulations, etc.*).

For additional support implementing these suggestions, visit [mdek12.org/DLResources](https://mdek12.org/DLResources).



## CONNECTIONS TO MDE RESOURCES

### [Digital Tool Evaluation](#)

#### [What's in a Digital Tool?](#)

#### [MS College- and Career-Readiness Standards, Alternate Academic Standards, and Scaffolding Documents](#)

#### [MS English Language Proficiency Standards](#) and [MS Alternate English Language Proficiency Standards](#)

#### [MS College- and Career-Readiness Standards for Computer Science:](#)

- > **CORE CONCEPT - Computing Systems:** Devices; Hardware and Software; and Troubleshooting

### [Family Guides for Student Success](#)

#### [Access for All Guide 2.0](#)

### [Mississippi Instructional Materials Matter](#)

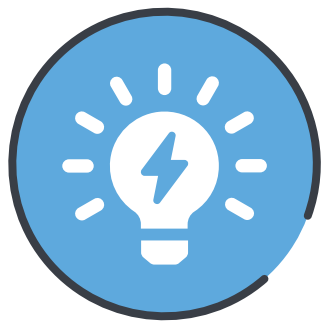
#### [Professional Growth System:](#)

- > **STANDARD 1:** Lessons are aligned to standards and represent a coherent sequence of learning
- > **STANDARD 2:** Lessons have high levels of learning for all students
- > **STANDARD 3:** Assists students in taking responsibility for learning and monitors student learning
- > **STANDARD 4:** Provides multiple ways for students to make meaning of content
- > **STANDARD 5:** Manages a learning focused classroom community
- > **STANDARD 6:** Manages classroom space, time, and resources effectively for student learning
- > **STANDARD 8:** Engages in professional learning

## ADDITIONAL RESOURCES

- [Common Sense Privacy Program](#) (Common Sense Education)
- [Engage, Enhance, Extend Technology Integration Framework](#)
- [SAMR Model: A Practical Guide for K-12 Classroom Technology Integration](#)
- [Technology Integration Matrix](#)
- [There's No App for Good Teaching](#) (TED)
- [ISTE Standards for Educators:](#) 2.5 & 2.6





# ACTIVE LEARNING & ENGAGEMENT

| Continuum |

Students who are provided with student agency, defined as opportunities to make choices within the classroom, become actively involved in the learning process and experience higher levels of engagement.

## Active Learning & Engagement is...

- designing learning experiences that encourage student agency by exploring their individual interests.
- developing and using communication, collaboration, creativity, and critical thinking skills.
- providing flexibility to demonstrate learning in multiple ways.

NOTE: It is important to lay the foundation for student agency by explicitly teaching students **executive function** skills in order to equip them with the skills needed to make the choices that drive their own learning.

## Active Learning & Engagement is NOT...

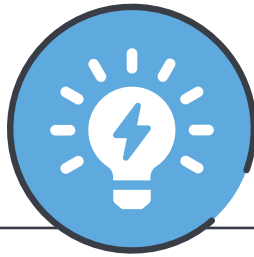
- watering down the learning activities and removing accountability for students.
- a free-for-all where students decide everything, and the educator is not needed.
- limited to games, projects, or problem-based learning.

### Want to learn more about this component?

Review these Best Practices for Digital Learning Deep Dives:

- [Promote Student Engagement](#)
- [Provide Student Voice and Choice](#)





# ACTIVE LEARNING & ENGAGEMENT

## ELEMENTS AT-A-GLANCE

### ELEMENT 1

Use multiple forms of media to understand content and communicate ideas

### ELEMENT 2

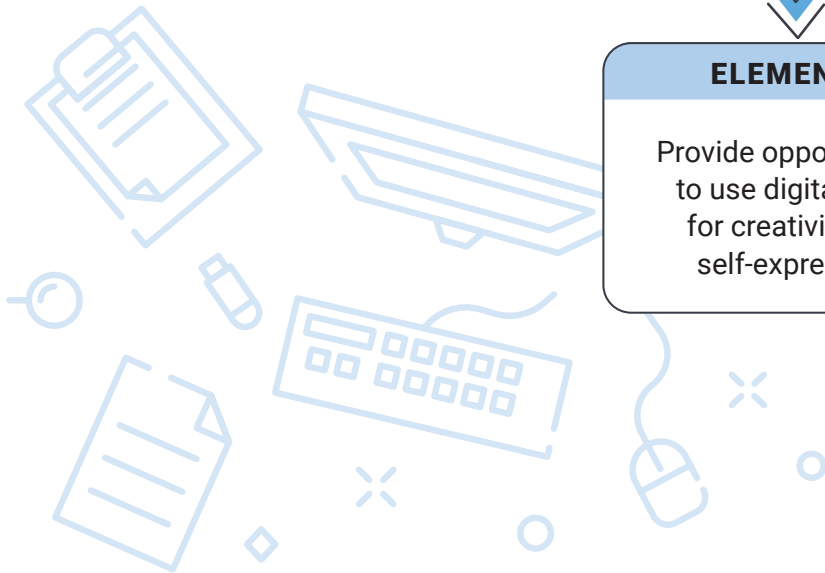
Incorporate digital tools to support student collaboration

### ELEMENT 3

Provide opportunities to use digital tools for creativity and self-expression

### ELEMENT 4

Promote critical thinking skills with the use of digital tools



## ELEMENT 1

Use multiple forms of media to understand content and communicate ideas (e.g., video, audio, text, images, simulations, etc.)

### PHASE 1

Educators provide limited opportunities for students to make selections from more than one form of media to obtain knowledge and make connections to content

Educators provide limited opportunities for students to communicate thoughts and ideas using one or two forms of media

### PHASE 2

Educators provide guidance and strategies for using a variety of media forms to obtain knowledge and make connections to content

Educators provide guidance on the best forms of media to communicate thoughts and ideas based on content and audience

Educators provide regular opportunities for students to communicate thoughts and ideas using one or two forms of media

### PHASE 3

Educators provide opportunities for students to make selections from a variety of media forms to obtain knowledge and make connections to content

Educators model and facilitate discussions on the best forms of media to communicate thoughts and ideas based on content and audience

Educators provide regular opportunities for students to communicate thoughts and ideas using multiple forms of media

### PHASE 4

Educators provide opportunities for students to select from a variety of challenging content in a variety of media forms to obtain knowledge and make connections to content

Educators provide regular opportunities for students to select the appropriate form of media to communicate thoughts and ideas based on content and audience (e.g., teachers, peers, parents, etc.)

#### K-5 EDUCATORS SHOULD SEE...

- Students choosing from a few options of curated media, such as videos or passages, to obtain knowledge and make connections to big ideas from lessons
- Students selecting and using a form of media (e.g., video recording, text, audio recording, etc.) from provided options to communicate thoughts and ideas based on big ideas from lesson



#### 6-12 EDUCATORS SHOULD SEE...

- Students choosing from a variety of curated media to obtain knowledge and make connections to content
- Students selecting appropriate forms of media to communicate thoughts and ideas based on content and audience (e.g., teachers, peers, parents, etc.)

## ELEMENT 2

**Incorporate digital tools to support student collaboration** (i.e., students working together in pairs or small groups or connecting with outside experts and community members)

### PHASE 1

Educators provide limited guidance and structure for working collaboratively using digital tools

Educators provide limited opportunities for students to use digital tools to work collaboratively with peers

### PHASE 2

Educators provide guidance and structure to support students' use of digital tools to work collaboratively with peers

Educators provide regular opportunities for students to use digital tools to work collaboratively with peers

Educators provide guidance and structure to support students' use of digital tools to connect and engage with peers, experts, and community members with a variety of backgrounds, skills, and knowledge

### PHASE 3

Educators model and facilitate discussions around the appropriate use of digital tools to collaborate effectively with peers to complete a common goal

Educators provide students with guidance to select appropriate digital tools to contribute resources, ideas, and efforts to a team

Educators guide students through problem-solving skills needed to overcome challenges when working collaboratively in a digital environment

### PHASE 4

Educators lead students in the establishment of norms and expectations for the appropriate use of digital tools to collaborate effectively with peers to complete a common goal

Educators create opportunities for students to advocate for their needs in a collaborative digital environment

Educators provide opportunities for students to use digital tools to connect and engage with peers, experts, and community members with a variety of backgrounds, skills, and knowledge

#### K-5 EDUCATORS SHOULD SEE...

- Students using digital tools to collaborate with peers and educators by using sentence frames to guide collaboration
- Students engaged in collaboration with experts or community members through a whole group experience



#### 6-12 EDUCATORS SHOULD SEE...

- Students using digital tools to collaborate effectively with peers and educators to achieve a common goal
- Students selecting appropriate digital tools to facilitate real-time collaboration with a team
- Students using digital tools to appropriately connect and engage with peers, experts, and community members with a variety of backgrounds, skills, languages, and knowledge

### ELEMENT 3

**Provide opportunities to use digital tools for creativity and self-expression** (*i.e., open-ended activities that create opportunities for student expression, exploration of content, and problem solving*)

#### PHASE 1

Educators provide limited opportunities for students to use digital tools to complete open-ended activities that allow for creativity or expression

Educators require all students to complete the same learning activities and use the same digital tools to demonstrate their knowledge

Educators do not provide opportunities for students to use digital tools to explore and share unique talents and interests

#### PHASE 2

Educators demonstrate how to organize and express ideas through a variety of digital tools and provide open-ended activities to practice using the digital tools

Educators offer some variations in learning activities and digital tools to demonstrate knowledge

Educators provide limited opportunities for students to use digital tools to explore and share unique talents and interests

#### PHASE 3

Educators provide regular opportunities for students to use digital tools to complete open-ended activities that allow for creativity or expression

Educators offer flexibility in learning activities and digital tools to demonstrate knowledge

Educators support students as they use digital tools to explore and share unique talents and interests

#### PHASE 4

Educators provide opportunities for students to showcase examples of open-ended activities that demonstrate student creativity and are created using a variety of digital tools to organize and express ideas

Educators offer flexibility in learning activities and digital tools to demonstrate knowledge

Educators provide regular opportunities for students to use digital tools to explore and share unique talents and interests

#### K-5 EDUCATORS SHOULD SEE...

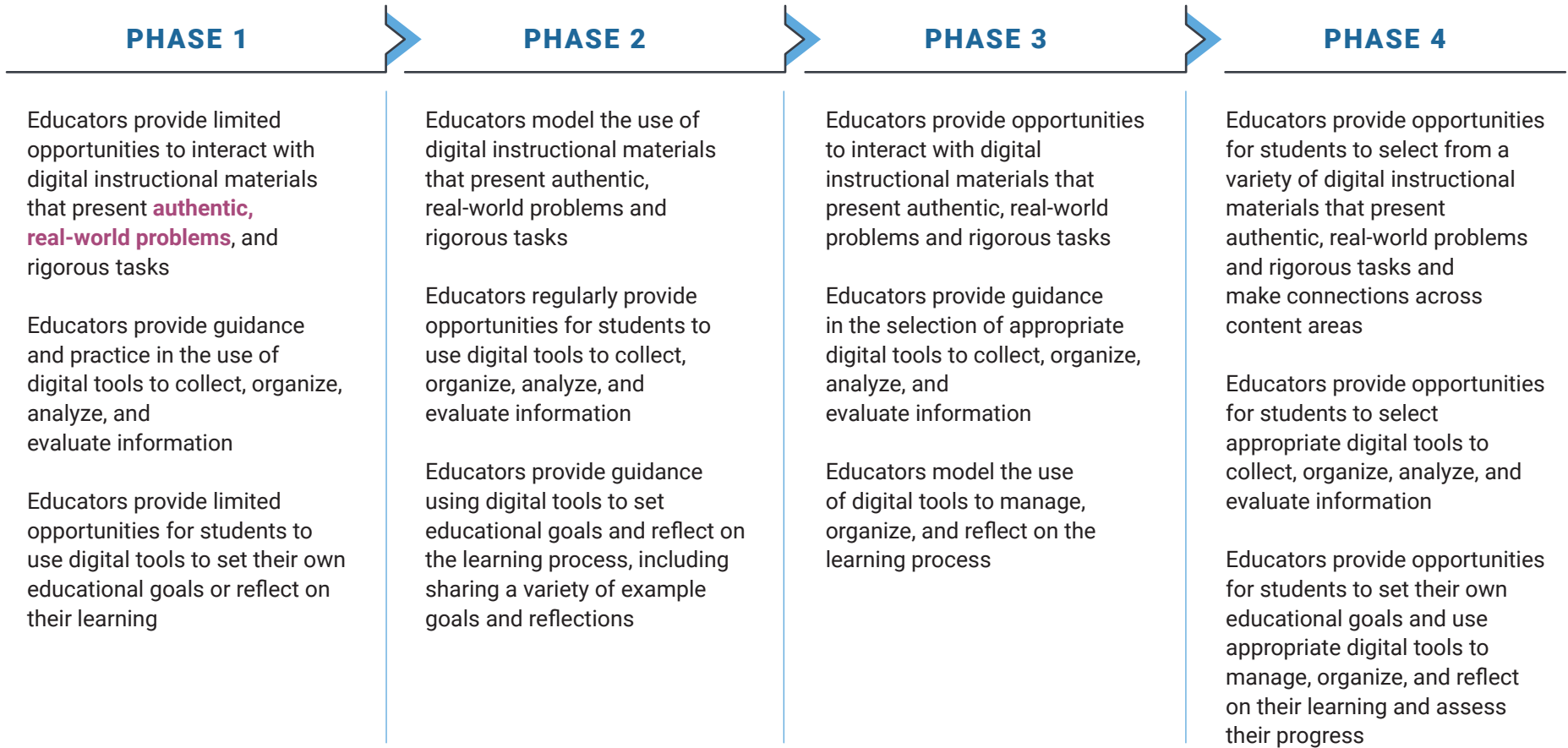
- Students completing open-ended activities and using an appropriate digital tool to organize, share, and express thoughts, ideas, and interests
- Students choosing from a few learning activities to complete using well known digital tools to demonstrate their learning



#### 6-12 EDUCATORS SHOULD SEE...

- Students completing open-ended activities and selecting appropriate digital tools to organize and express thoughts and ideas
- Students choosing from a variety of learning activities and digital tools to demonstrate their learning
- Students using digital tools to explore and share unique talents and interests

**Promote critical thinking skills with the use of digital tools** (e.g., students use reasoning and problem-solving skills, students take responsibility for their learning)



**K-5 EDUCATORS SHOULD SEE...**

- Students successfully using a digital tool to solve real-world problems and rigorous tasks
- Students reflecting on their learning, assessing their progress, and creating a learning goal, all with guidance and support



**6-12 EDUCATORS SHOULD SEE...**

- Students successfully using digital instructional materials that present authentic, real-world problems and rigorous tasks
- Students selecting appropriate digital tools to collect, organize, analyze, and evaluate research, data, or other information
- Students setting their own educational goals and using appropriate digital tools to manage, organize, and reflect on their learning and assess their progress



## **TRY IT OUT** IN YOUR CLASSROOM

**1**

Create, publish, and share digital content to communicate ideas or student understanding to a variety of audiences.

**2**

Lead students in the creation of classroom rules and expectations for digital collaboration.

**3**

Use digital portfolios to showcase open-ended student activities and/or explore student interests.

**4**

Provide one-on-one conferencing in which the teacher offers individual guidance and support as students make choices about their learning.

For additional support implementing these suggestions, visit [mdek12.org/DLResources](https://mdek12.org/DLResources).



## CONNECTIONS TO MDE RESOURCES

### Universal Design for Learning

#### Access for All Guide 2.0

#### MS College- and Career-Readiness Standards for Libraries

#### MS College- and Career-Readiness Standards for Computer Science:

- > **CORE CONCEPT - Computing Systems:**  
Devices; Hardware and Software; and Troubleshooting
- > **CORE CONCEPT - Impacts of Computing:** Social Interactions

#### Professional Growth System:

- > **STANDARD 1:** Lessons are aligned to standards and represent a coherent sequence of learning
- > **STANDARD 2:** Lessons have high levels of learning for all students
- > **STANDARD 3:** Assists students in taking responsibility for learning and monitors student learning
- > **STANDARD 4:** Provides multiple ways for students to make meaning of content
- > **STANDARD 5:** Manages a learning-focused classroom community
- > **STANDARD 8:** Engages in professional learning

## ADDITIONAL RESOURCES

- [Personalized Learning and Student Achievement](#) (Hanover Research)
- [Personalized vs. Differentiated vs. Individualized Learning](#) (ISTE)
- [Introduction to 21st Century skills: creativity, collaboration, communication, critical thinking](#) (Common Sense Education)
- [Executive Function Skills](#) (Harvard Education)
- [ISTE Standards for Educators: 2.1, 2.3, 2.5, & 2.6](#)





# FORMATIVE ASSESSMENT & FEEDBACK

| Continuum |

Formative assessment practices focus on students' progress toward mastery of a concept or skill.

## Formative Assessment & Feedback is...

- using meaningful and timely assessments that guide the selection of **instructional strategies** (e.g., *reteaching*, *additional practice*, **scaffolded supports**, etc.)
- allowing students to monitor and reflect on their learning.
- using digital tools to create opportunities for students to receive timely, personalized, and relevant feedback, leading to a deeper understanding of the concept or skill.

## Formative Assessment & Feedback is NOT...

- focused solely on a score or level.
- regular daily grades, quizzes, or chapter tests that are not used to inform instructional decisions.
- generic feedback that does not move students toward improvement.

### Want to learn more about this component?

Review these Best Practices for Digital Learning Deep Dives:

- [Transforming Feedback](#)
- [Utilize Digital Assessments](#)







# FORMATIVE ASSESSMENT & FEEDBACK

ELEMENTS AT-A-GLANCE

## ELEMENT 1

Increase opportunities for formative assessment and practice using digital tools

## ELEMENT 2

Incorporate digital tools that provide feedback to inform student learning

## ELEMENT 3

Use digital tools to collect and analyze data for continuous improvement



## ELEMENT 1

**Increase opportunities for formative assessment and practice using digital tools** (e.g., educators use digital tools to provide ample opportunities for formative assessments and practice throughout the lesson)

### PHASE 1

Educators occasionally use digital tools to provide opportunities for formative assessments and practice

### PHASE 2

Educators use digital tools to provide opportunities for formative assessments and practice at certain points in the lesson

Educators regularly use digital formative assessments to provide a score or level

Educators provide limited opportunities for students to use digital tools to self-assess and correct their own errors

### PHASE 3

Educators regularly use digital tools to provide multiple opportunities for formative assessments and practice throughout the lesson (e.g., *digital quiz for a pretest, interactive digital activities to check for understanding during instruction, video reflection, exit ticket, etc.*)

Educators use digital formative assessments focused on monitoring students' progress toward mastery of a concept/skill

Educators provide effective opportunities for students to use digital tools to self-assess and correct their own errors

### PHASE 4

Educators use a variety of digital tools to provide ample opportunities for formative assessments and practice throughout the lesson

Educators effectively utilize digital formative assessments focused on monitoring students' progress toward mastery of a concept/skill

Educators provide ample and effective opportunities for students to use digital tools to self-assess and correct their own errors

#### K-5 EDUCATORS SHOULD SEE...

- Students using a digital tool to practice skills to identify areas of mastery or additional support needed
- Students completing "quick checks" throughout lessons to gauge understanding of content



#### 6-12 EDUCATORS SHOULD SEE...

- Students using digital tools to demonstrate understanding and practice skills
- Students using digital tools to self-assess areas of mastery or identify additional support needed

## ELEMENT 2

**Incorporate digital tools that provide feedback to inform student learning** (i.e., clear, specific, actionable, and timely feedback that allows for a deeper understanding of the content)

### PHASE 1

Educators use digital tools to provide generic feedback (e.g., “great work,” or “8/10 answers correct”) and no opportunities to improve the work

Educators provide limited opportunities to use digital tools to provide peer-to-peer feedback

### PHASE 2

Educators use digital tools to provide limited feedback (e.g., “rework questions 4 and 5”) and limited support to improve the work

Educators provide guidance, structure, and practice for using digital tools to provide peer-to-peer feedback

Educators share examples of how using digital tools to provide peer-to-peer feedback improves student outcomes

### PHASE 3

Educators regularly use digital tools to provide real-time feedback that is clear, specific, and actionable, and allows for students to improve their work and deepen their understanding of the content (e.g., *digital quiz immediately provides a video explaining how to work the math problem the student answered incorrectly and provides an opportunity to rework the problem*)

Educators provide opportunities for students to provide and apply peer-to-peer feedback using a variety of digital tools

### PHASE 4

Educators regularly provide effective opportunities to use digital tools to provide real-time feedback that is clear, specific, and actionable, and allows for students to improve their work and deepen their understanding of the content

Educators provide timely, personalized feedback in a variety of digital forms (e.g., *text, audio, video, or use of another communication tool to increase speed or frequency of feedback and interactions*)

Educators regularly provide effective opportunities for students to provide and apply teacher and peer-to-peer feedback using a variety of digital tools

#### K-5 EDUCATORS SHOULD SEE...

- Students accessing personalized feedback in a variety of formats (audio comments, visual images, or text comments)
- Students use sentence frames to provide written or oral feedback to their peers



#### 6-12 EDUCATORS SHOULD SEE...

- Students applying detailed feedback from digital tools to improve performance and deepen understanding of the content
- Students accessing personalized feedback in multiple digital formats appropriate for each learning activity
- Students engaging in effective peer-to-peer feedback using appropriate digital tools

### ELEMENT 3

Use digital tools to collect and analyze data for continuous improvement (e.g., real-time feedback, reporting tools, goal setting, professional learning, etc.)

#### PHASE 1

Educators rarely use digital tools to collect and report real-time data

#### PHASE 2

Educators use digital tools to collect and report real-time data but do not use the data in a timely manner or occasionally use the data to make instructional decisions

Educators rarely use data collected by digital tools to recognize ineffective practices and seek out and participate in required professional learning opportunities

#### PHASE 3

Educators regularly use digital tools to collect, report, and analyze real-time data and make instructional decisions to improve student progress and mastery (e.g., reteaching, small groups, enrichment activities, etc.)

Educators use data collected by digital tools to recognize ineffective practices and proactively seek out and participate in professional learning opportunities to strengthen teaching practices

Educators model the use of data collected by digital tools to set goals, track progress, and make decisions about learning activities

#### PHASE 4

Educators effectively use digital tools to collect, report, and analyze real-time data and make instructional decisions to improve student progress and mastery

Educators use data collected by digital tools to recognize ineffective practices and proactively seek out and participate in professional learning opportunities to strengthen teaching practices

Educators support students to use data collected by digital tools to set goals, track progress, and make decisions about their own learning

#### K-5 EDUCATORS SHOULD SEE...

- Students engaged in learning activities based on the results of their formative assessments
- Students participating in class discussions to address common misconceptions using data from a formative assessment
- Students using data to set goals and track progress with the teacher's assistance



#### 6-12 EDUCATORS SHOULD SEE...

- Students seeing the effects of their formative assessments in educators' instructional practices and learning activities
- Students use data to set goals, track progress, and make decisions about their own learning



## TRY IT OUT IN YOUR CLASSROOM

1

Allot time for students to identify and correct errors on formative assessments.

2

Create sentence stems or checklists for students to use when providing peer feedback.

3

Use digital tools to provide teacher or peer feedback in audio or video format.

4

Assist students with setting goals and monitoring their own progress based on formative assessments and feedback.

For additional support implementing these suggestions, visit [mdek12.org/DLResources](https://mdek12.org/DLResources).



## CONNECTIONS TO MDE RESOURCES

### [Access for All Guide 2.0](#)

### [MS College- and Career-Readiness Standards for Computer Science:](#)

- > **CORE CONCEPT - Computing Systems:**  
Devices; Hardware and Software; and Troubleshooting
- > **CORE CONCEPT - Impacts of Computing:**  
Social Interactions

### [Professional Growth System:](#)

- > **STANDARD 2:** Lessons have high levels of learning for all students
- > **STANDARD 3:** Assists students in taking responsibility for learning and monitors student learning
- > **STANDARD 8:** Engages in professional learning

## ADDITIONAL RESOURCES

- [Top Tech Tools for Formative Assessments](#) (Common Sense)
- [Create Effective Feedback with Educational Technology](#) (ViewSonic)
- [Using Technology Tools for Online Assessment](#)
- [ISTE Standards for Educators:](#) 2.1, 2.4, 2.5, 2.6 & 2.7





# ACCESSIBILITY

| Continuum |

Accessibility requires creating a classroom community that fosters success and belonging for ALL students, regardless of their educational or language backgrounds, familiarity with and access to digital learning tools, or learning needs.

## Accessibility is...

- setting student expectations for learning and using digital tools.
- selecting digital tools, resources, and content that celebrate student diversity and acknowledge barriers to learning.
- providing flexibility, scaffolds, and supports so that all students can succeed.

## Accessibility is NOT...

- reserved only for students that receive accommodations identified in IEPs or 504s.
- treating students as though they have the same background, prior knowledge, and life experiences outside the classroom.
- something addressed one time with no need to revisit.
- providing scaffolds without a plan to gradually remove supports.

### Want to learn more about this component?

Review these Best Practices for Digital Learning Deep Dives:

- [Addressing the needs of all learners](#)
- [Provide student voice and choice](#)



# ACCESSIBILITY

## ELEMENTS AT-A-GLANCE

### ELEMENT 1

Ensure digital instructional materials represent people with diverse backgrounds, skills, and abilities

### ELEMENT 2

Use digital tools and instructional practices that accommodate the learning needs of all students

### ELEMENT 3

Be mindful of student access to devices, internet connectivity, and resources outside of school





## ELEMENT 1

### Ensure digital instructional materials represent people with diverse backgrounds, skills, and abilities

#### PHASE 1

Digital instructional content and materials do not represent diverse skills, backgrounds, or abilities

#### PHASE 2

Educators use age-appropriate digital content and materials that are **culturally and socially relevant** to all their students

#### PHASE 3

Educators use a variety of age-appropriate digital content and materials that are culturally and socially relevant to all their students and expose students to other cultures and societies

#### PHASE 4

Educators use a variety of age-appropriate digital content and materials to provide opportunities to interact with other cultures and societies (e.g., *virtual field trips, video conferencing with students from different cultures, etc.*)

#### K-5 EDUCATORS SHOULD SEE...

- Students using digital tools to explore places and cultures (e.g., *virtual field trips, listen to music, view artwork, etc.*)
- Students exploring information provided by the teacher to build background knowledge



#### 6-12 EDUCATORS SHOULD SEE...

- Students engaged in digital content, materials, and activities that showcase other cultures and societies

## ELEMENT 2

### Use digital tools and instructional practices that accommodate the learning needs of all students

#### PHASE 1

Educators do not use digital tools to adapt and **differentiate instruction** to support students with different ability and linguistic levels

Educators provide limited digital supports and **accessibility tools** to make grade-level content accessible to all students

Educators have limited knowledge about **assistive technology** tools to support student learning

#### PHASE 2

Educators occasionally use digital tools to adapt instruction, including providing a variety of explanations and multiple representations of content, to support students with different ability and linguistic levels

Educators provide guidance and opportunities to practice using digital supports and accessibility tools to support learning and make grade-level content accessible to all students

Educators allow for only one way to demonstrate mastery of skills or content

#### PHASE 3

Educators use digital tools to adapt instruction, including providing a variety of explanations and multiple representations of content, to support students with different ability and linguistic levels

Educators model the use and selection of appropriate digital supports and accessibility tools to support learning and make grade-level content accessible to all students

Educators use digital tools to offer flexibility for how students demonstrate mastery of skills or content

#### PHASE 4

Educators regularly and effectively use digital tools to adapt instruction, including providing a variety of explanations and multiple representations of content, to support students with different ability and linguistic levels

Educators promote student selection and use of appropriate digital supports and accessibility tools to support learning and make grade-level content accessible to all students

Educators provide regular opportunities for students to select appropriate digital tools to demonstrate their learning in different ways

#### K-5 EDUCATORS SHOULD SEE...

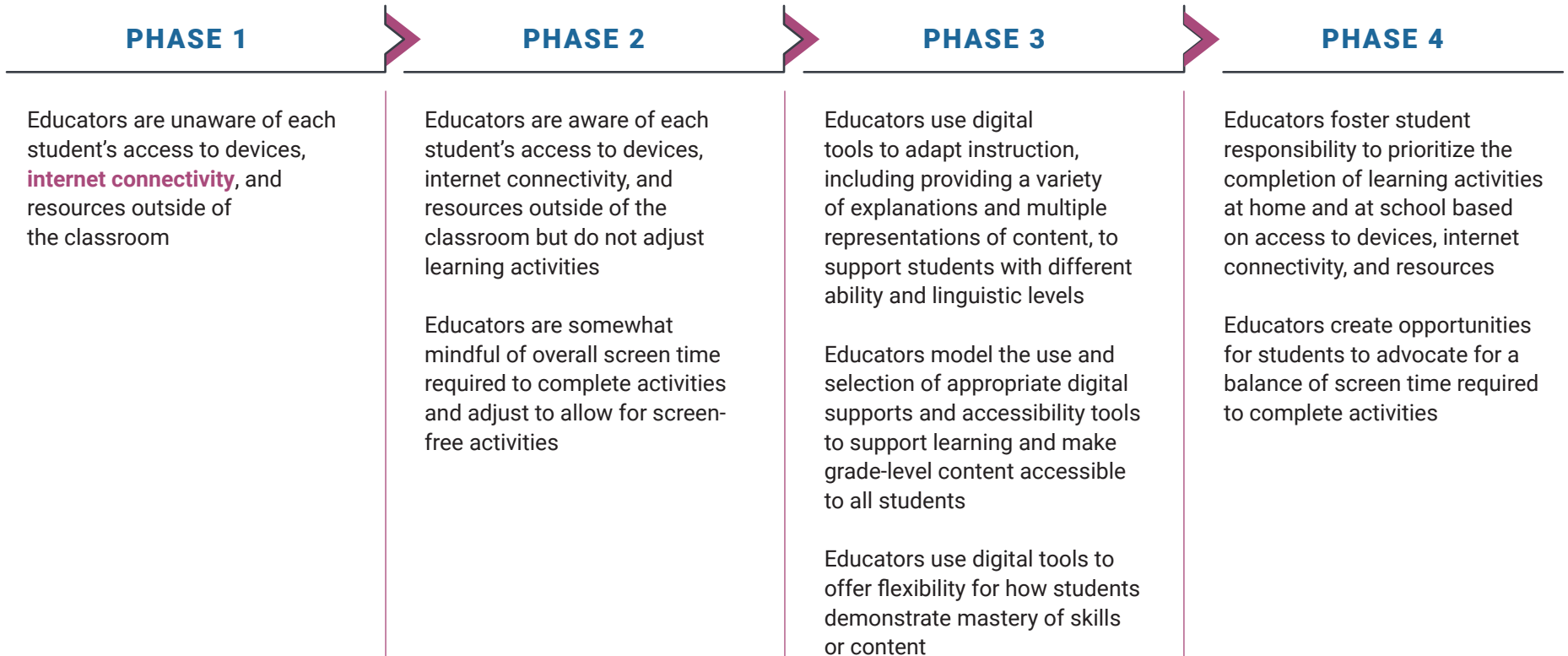
- Students identifying needs and preferences with technology (e.g., font size, screen brightness, text-to-speech, translations, available templates, etc.)
- Students using digital tools provided by the teacher with a variety of explanations and multiple representations to support learning



#### 6-12 EDUCATORS SHOULD SEE...

- Students using appropriate digital supports, assistive technologies, and accessibility tools to access grade-level content based on their needs
- Students selecting appropriate digital tools to demonstrate their learning in different ways

Be mindful of student access to devices, internet connectivity, and resources outside of school



**K-5 EDUCATORS SHOULD SEE...**

- Students (or parents/guardians) communicating access to devices, internet connectivity, and resources available at home
- Students completing a variety of digital and screen-free activities



**6-12 EDUCATORS SHOULD SEE...**

- Students (or parents/guardians) communicating access to devices, internet connectivity, and resources available at home
- Students prioritizing the completion of learning activities at home and at school
- Students completing a variety of digital and screen-free activities



## TRY IT OUT IN YOUR CLASSROOM



1

Allow students to use digital tools to adjust the way they receive information (e.g., digital books, text-to-speech, texts with adjustable reading levels, changeable color contrast, alterable text size, captions, visual dictionaries, translations, etc.).

2

Ensure students understand which digital supports, assistive technologies, and accessibility tools are appropriate to use before beginning the learning activity.

3

Provide opportunities for students to express learning in a variety of ways (e.g., writing, videos, audio recordings, concept maps, infographics, etc.).

4

Create a survey to understand students' access to devices, connectivity, and resources outside of the classroom.

For additional support implementing these suggestions, visit [mdek12.org/DLResources](https://mdek12.org/DLResources).



## CONNECTIONS TO MDE RESOURCES

[Access for All Guide 2.0](#)

[Universal Design for Learning](#)

[Specially Designed Instruction Guidance Document](#)

[Equipped Book List](#)

[Family Guides for Student Success](#)

[English Learner Guidelines](#)

[Social-Emotional Learning Standards](#)

[MS College- and Career-Readiness Standards for Computer Science:](#)

- > **CORE CONCEPT - Computing Systems:** Devices; Hardware and Software; and Troubleshooting
- > **CORE CONCEPT - Impacts of Computing:** Culture; and Social Interactions

[Professional Growth System:](#)

- > **STANDARD 2:** Lessons have high levels of learning for all students
- > **STANDARD 4:** Provides multiple ways for students to make meaning of content
- > **STANDARD 5:** Manages a learning focused classroom community
- > **STANDARD 7:** Creates and maintains a classroom of respect for all students

## ADDITIONAL RESOURCES

- [Guide for Inclusive Teaching](#) (Columbia University)
- [How to make your teaching more inclusive](#) (Chronicle of Higher Education)
- [Learner Variability Project](#) (Digital Promise)
- [Teaching Inclusively in the Online Classroom](#) (CIRTL Network)
- [ISTE Standards for Educators:](#) 2.2, 2.3, 2.5, & 2.7



# GLOSSARY

**Accessibility tools:** technology designed with the needs of many different users in mind and includes built-in customization features so that the user can individualize their experience to meet their needs

**Access to content:** reducing basic barriers to understanding content, such as providing a visual dictionary to help students grasp the meaning of words

**Adaptations:** changes in the way instruction and assessment are carried out to allow a learner equal opportunity to demonstrate mastery of concepts and achieve the desired learning outcomes

**Authentic, real-world problems:** meaningful activities that require students to apply knowledge and skills in order to solve real-world issues, such as creating a product and sharing it with relevant audiences

**Assistive technology:** any products, equipment, and systems specifically designed to help a person with a disability to perform a task

**Bias:** a tendency, inclination, or prejudice toward or against something or someone

**Collaboration:** using one's talent, expertise, and knowledge while working together with others to reach a goal (one of the "4Cs," or 21st century learning skills)

**Communication:** the ability to share information, thoughts, and opinions clearly to others, including the ability to communicate through written, oral, multimedia, and nonverbal methods (one of the "4Cs," or 21st century learning skills)

**Communication tools:** described as mass, visual and electronic media such as social media, radio, internet, text messaging, or websites, which allow for sharing or exchanging information

**Copyright laws:** laws that protect original works of authorship including literary, dramatic, musical, and artistic works

**Creative Commons:** a non-profit organization that provides free licenses for creators to use when making their work available to the public which help the creator to give permission for others to use the work in advance under certain conditions

**Creativity:** trying new, innovative approaches to get things done (one of the "4Cs," or 21st century learning skills)

**Critical thinking:** practice of conceptualizing, applying, analyzing, synthesizing, and/or evaluating information in order to better take action and solve problems (one of the “4Cs,” or 21st century learning skills)

**Culturally and socially relevant:** teaching students to uphold their cultural identities while developing fluency in at least one other culture

**Curate:** select, create, gather, and organize content and present it in a meaningful way

**Curricular models:** a conceptual framework and organizational structure for decision making about educational priorities, administrative policies, instructional methods, and evaluation criteria

**Cyberspeech:** speech on the Internet or in cyberspace

**Cyberbullying:** includes sending, posting, or sharing negative, harmful, false, or mean content about someone else; it can include sharing personal or private information about someone else causing embarrassment or humiliation

**Digital Content** (or technology-based content): any content that exists in the form of digital data that can be stored on digital or analog storage and/or downloaded

**Digital media:** video, audio, text, or other communication content that is created, edited, stored, or accessed in digital form

**Digital footprint:** a record of your online activity that shows where you’ve been on the internet and the data you’ve left behind

**Digital fluency:** the ability to select and use the appropriate digital tools and technologies to achieve a particular outcome

**Digital Learning:** the delivery of rigorous, engaging and personalized instruction through a wide range of technology-based content and communication tools, curricular models, instructional strategies, adaptations, and services to every student in traditional and virtual learning environments

**Differentiate instruction:** a teaching approach that tailors instruction to all students’ learning needs based on students’ interests, preferences, strengths, and struggles

**Emotional awareness:** knowing when feelings are present in ourselves and others

**Enhanced learning experiences:** any interaction, course, program, or other experience in which learning takes place that has been improved or increased in quality

**Executive function:** the mental processes that enable us to plan, focus attention, remember instructions, and juggle multiple tasks successfully

**Fair use:** any copying of copyrighted material done for a limited and “transformative” purpose, such as to comment upon, criticize, or parody a copyrighted work

**HQIMs (high-quality instructional materials):** instructional materials that are content-rich, aligned to K-12 standards, fully accessible, and free from bias; HQIMs support sound pedagogy and balanced assessment to help teachers understand and interpret student performance

**Instructional strategies:** methods that teachers use to deliver course material in ways that keep students engaged and practicing different skill sets

**Intellectual property:** generally characterized as non-physical property that is the product of original thought

**Internet connectivity:** refers to the way people are hooked up to the Internet, and may include dial-up telephone lines, always-on broadband connections, and wireless devices

**Media:** any channel of communication, which can include anything from printed paper to digital data, and encompasses art, news, educational content, and numerous other forms of information

**Media balance:** using media in a way that feels healthy and in balance with other life activities

**Multimedia:** a form of communication that combines different forms of media, such as text, audio, images, animations, or video, into a single interactive presentation

**News and media literacy:** the ability to use critical thinking skills to judge the reliability and credibility of news reports and information sources

**Open educational resources:** materials for teaching or learning that are either in the public domain or have been released under a license that allows them to be freely used, changed, or shared with others

**Phishing:** the attempt to gather personal information from a person in a fraudulent way, normally through emails

**Plagiarism:** the practice of taking someone else’s work or ideas and passing them off as one’s own



**Project-based learning:** a teaching method in which students gain knowledge and skills by working for an extended period of time to investigate and respond to an authentic, engaging, and complex question, problem, or challenge

**Scaffolded supports:** successive levels of temporary supports provided by teachers that help students reach higher levels of comprehension and skill acquisition that they would not be able to achieve without assistance

**Services:** additional help students need to be successful in specific areas, including tutoring, counseling, speech therapy, etc.

**Student agency:** giving students voice and choice in how they learn through activities that are meaningful and relevant to students, driven by their interests, and often self-initiated with appropriate guidance from teachers

**Spam:** email or social media message sent to a large number of addresses and usually containing advertising

**Technological devices:** any computer, cellular phone, smartphone, digital camera, video camera, audio recording device, or other electronic device that can be used for creating, storing, or transmitting information in the form of electronic data

**Technology integration:** the use of technology resources (*e.g., computers, mobile devices like smartphones and tablets, digital cameras, social media platforms and networks, software applications, the Internet, etc.*) in daily classroom practices, and in the management of a school