



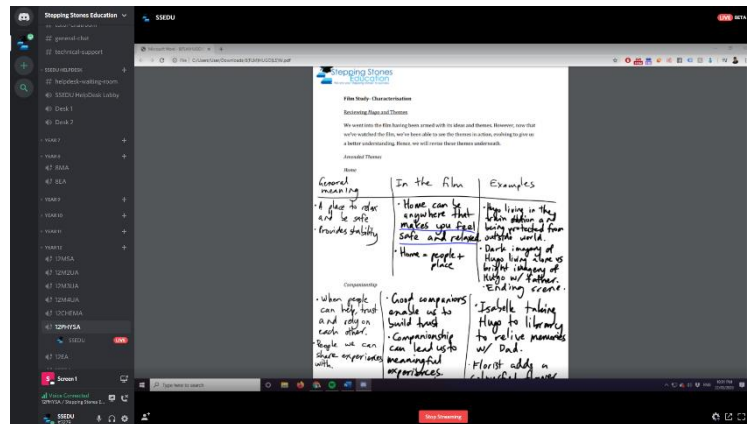
# COVID 19- Online Classroom Solution

## Message from the Head Tutor – Martin S Phabmixay

Stepping Stones Education has set-up an online classroom experience that is made available for all students from the 23<sup>rd</sup> March 2020 onwards. Stepping Stones Education will adhere to the stage one social distancing measures which enforces a strict 1 person per four square metre rule which is being complied with via our small class settings.

**Whilst all physical classes will continue to run and our campus will remain open,** we would like to provide parents and students the option of safely transitioning to an online education system at their discretion.

The online classroom at Stepping Stones Education retains all the procedures and methods of our physical classrooms. All students in recent months have already adapted to using technology within the classroom as we have incorporated digital annotations and resources as key aspects of every lesson.

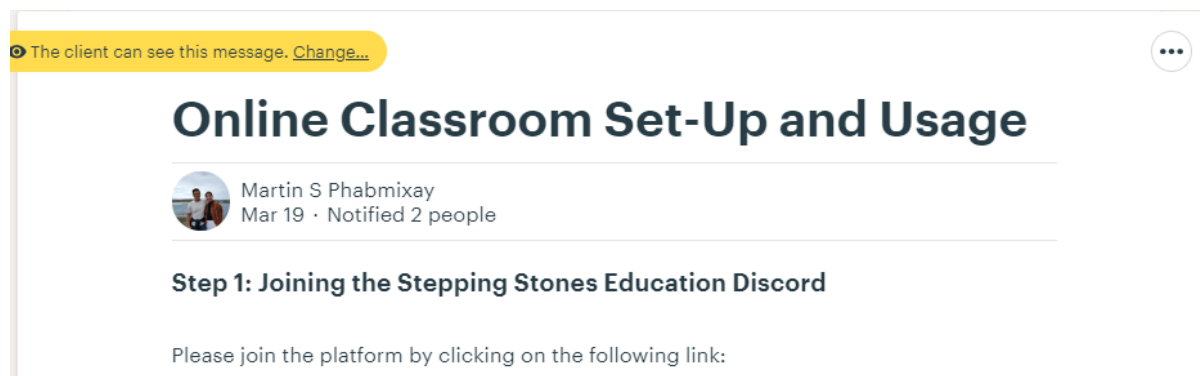


In this online classroom, students will be able to join a live broadcast which will be available ONLY during their scheduled class time on a regular week. Tutors will work with the student and provide instructions as if they were present in the room. Attendance will be marked as normal and homework submission will be followed strictly which supports our careful grading and reporting system.

## Set-up, Installation and Usage Outline

### *Set-up/Installation*

Go to **Basecamp**, access your **class page** and follow the instructions for installation and usage on the most recent post in the '**Student and Parent Zone**' section.



The screenshot shows a Discord message with a yellow notification bar at the top that reads "The client can see this message. [Change...](#)". The message title is "Online Classroom Set-Up and Usage". The sender is "Martin S Phabmixay" with a profile picture of two people, and the message is dated "Mar 19 · Notified 2 people". The main content of the message is "Step 1: Joining the Stepping Stones Education Discord" followed by the instruction "Please join the platform by clicking on the following link:".

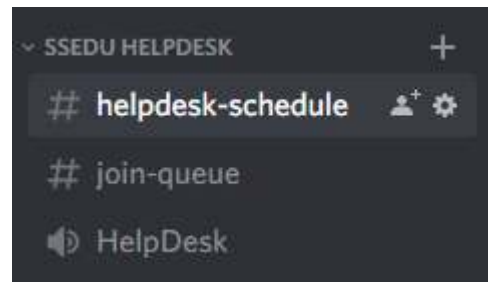
### *Usage*

1. After correctly joining the Stepping Stones Education server, please make sure your microphone is set to PUSH TO TALK and you can hear audio. See installation instructions again as necessary.
2. At your scheduled class time, join the voice channel which correlates to your enrolled class. This is the same code as your **Basecamp Class Page**.
3. You will be required to interact during the lesson, please ensure you are in a quiet room with internet access for the duration of the class. Have your notebook and/or word document ready to take notes!
4. Homework and class work will be assigned and reviewed electronically. Follow tutor instructions clearly and continue reading to understand specific changes to submission instructions.
5. We will introduce an additional Academic Help service titled 'SSEDU HelpDesk'. This service will allow students to ask any questions they may have about classwork or schoolwork in addition to their scheduled sessions during the week.

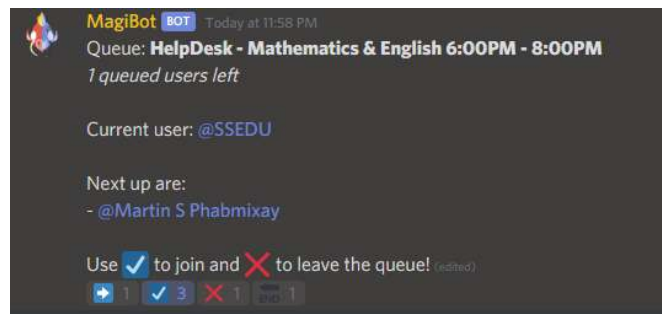
**CONTINUE READING TO UNDERSTAND SUBJECT SPECIFIC CHANGES**

## SSEDU HelpDesk

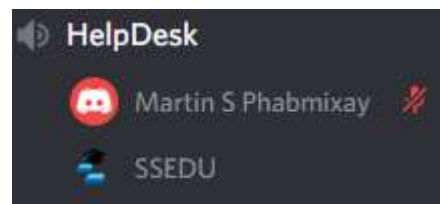
The Stepping Stones Education HelpDesk is a **free** personalised academic service that connects tutors and students via our online server. Students will be able to join a queue during specific hours and ask any academic question to one of our tutors who are staffed during the session.



To see the schedule of the SSEDU HelpDesk, please go to our discord server and view the **#helpdesk-schedule channel**. We will update this from week to week and it will include specific days/times and tutors who are on duty.



The HelpDesk will operate via a queue system. Join the voice channel titled '**HelpDesk**' and be sure to join add your name to the queue which will be in the '**#join-queue**' text channel. You will be muted in the voice channel until it is your turn to work with the tutor.



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### **Please note:**

- 1) Students will still be provided opportunity during online class time to go through all individual academic concerns and issues.
- 2) Students are encouraged to ask questions via **Basecamp Ping** to the tutor when necessary. We will always strive to assist students as often as possible, the HelpDesk service is an additional program we are offering to support our students.

We hope to provide this additional service as a response to the adoption of online classrooms, please feel free to contact us directly if you have questions regarding program.

## Online Mathematic Classroom Experience

1. Notetaking: Students will continue note-taking procedures as normal. Tutors will digitally transcribe notes and students will be provided time to copy this into their notebooks. Students will interact with the tutor via **voice** as they would in a physical classroom. Notes will only be uploaded at the request of the class.

Ratio and Rates - Introduction

Ratios  
Recap recall fractions  $\Rightarrow \frac{a}{b}$   
 Numerator  $\rightarrow a$  (proportion of in respect to 'b')  
 Denominator  $\rightarrow b$

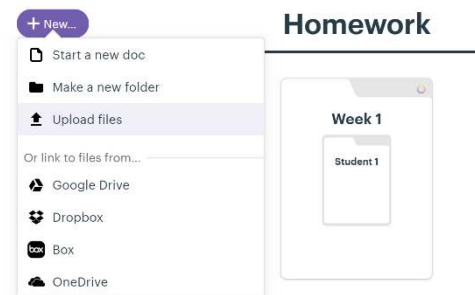
Now  
 $a:b \Rightarrow$  split into two components.  
 1)  $a \rightarrow \frac{a}{a+b}$  (total parts)  
 2)  $b \rightarrow \frac{b}{a+b}$

Note:  $\frac{a}{b} = a:b$   
 $\therefore$  to simplify  $a:b$  convert to fraction

e.g.  
 1) Simplify the following  
 a)  $9:3$   
 b)  $4:2$

Ans  
 1) a)  $9:3 = \frac{9}{3} = \frac{3}{1} = 3:1$   
 b)  $4:2 = \frac{4}{2} = \frac{2}{1} = 2:1$

2. Homework: Students will continue handwriting homework and complete it via loose-leaflet paper. Once complete, students will take a clear overhead photo/scan of each page of their homework and upload it to **Basecamp**. A folder with the lesson code, and student name will be provided.



Students will be required to clearly label the page number of each uploaded photo. Feedback will be provided digitally, and a grade will be recorded as usual.

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**Notes**

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**Notes**

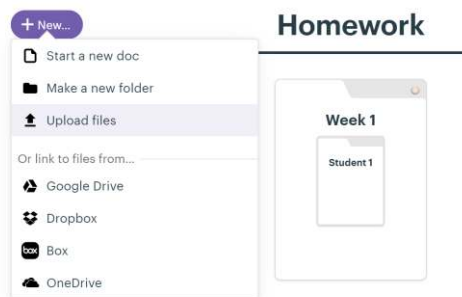
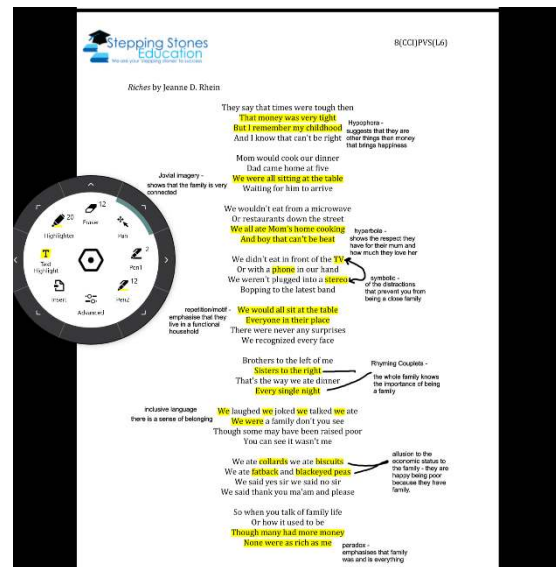
## Online English Classroom Experience

1. Notetaking: Students will continue to have access to our digital resources (**Basecamp**) and view live annotations and instructions through the broadcast.

Students will be allowed to complete all additional whiteboard note-taking procedures via a word document, however, students are welcome to use physical notebooks.

**To assist with notetaking, all annotations will be uploaded to Basecamp at the conclusion of every lesson.**

2. Homework: Students who choose to complete classwork and homework via a word document/google doc will be able to upload their homework to a specific folder on the **Basecamp Class Page**. Students are also welcome to physically complete homework, however, students will need to take individual photos of each page and upload it to the homework folder.



Feedback will be provided digitally and a grade will be recorded as usual.

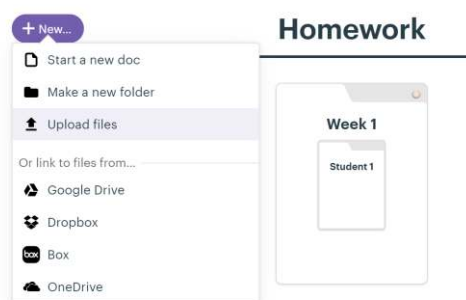
## Online Physics/Chemistry Classroom Experience

1. Notetaking: Students will continue to have access to our digital resources (Basecamp) and view live annotations and instructions through the broadcast.

Students will be allowed to complete all additional whiteboard note-taking procedures via a word document; however, students will be encouraged to use a physical notebook to annotate formulas and equations that may not be possible on a word or google document.

The image shows a document page from 'Stepping Stones Education' with the ID '12P(TNOL)1(W)'. The text discusses Maxwell's theory of electromagnetism, listing four fundamental equations. Handwritten annotations in blue and green ink are present throughout.   
1. **Gauss' Law:**  $\nabla \cdot \mathbf{E} = \frac{\rho}{\epsilon_0}$ . Annotations include 'electric field', 'charge density', and a diagram of a sphere with electric field lines.   
2. **Gauss' Law for magnetic fields:**  $\nabla \cdot \mathbf{B} = 0$ . Annotations include 'magnetic field', 'no magnetic monopoles', and a diagram of a closed surface with magnetic field lines.   
3. **Faraday's Law:**  $\nabla \times \mathbf{E} = -\frac{\partial \mathbf{B}}{\partial t}$ . Annotations include 'electric field', 'magnetic field', and a diagram of a wire loop with a changing magnetic field.   
4. **Ampere-Maxwell Law:**  $\nabla \times \mathbf{B} = \mu_0 \mathbf{j} + \mu_0 \epsilon_0 \frac{\partial \mathbf{E}}{\partial t}$ . Annotations include 'link between electric and magnetic field'.   
The document also includes the permittivity of free space  $\epsilon_0 = 8.854 \times 10^{-12} \text{ m}^{-2} \text{ kg}^{-1} \text{ s}^4 \text{ A}^2$  and the permeability of free space  $\mu_0 = 4\pi \times 10^{-7} \text{ N A}^{-2}$ .

2. Homework: Students who choose to complete classwork and homework via a word document/google doc will be able to upload their homework to a specific folder on the **Basecamp Class Page**. Students are also welcome to physically complete homework, however, students will need to take individual photos of each page and upload it to the homework folder.



Feedback will be provided digitally, and a grade will be recorded as usual.