

# Teaching Young Learners Online:

## Teacher's Checklist (for Native-speaking English Teachers)

### Physical Space

- ☐ Materials are ready for use off-camera: Arrange all materials in order for easy access during the lesson.
- ☐ Lights are facing you, not coming from behind: Run a test call to check your lighting and audio levels!
- ☐ Computer cameras at eye level: For a more organic learning experience.
- ☐ Clean and appropriate background: Teach in front of a wall so there is no risk of distractions from behind.
- ☐ Rolling chair: Ideal for easy movement closer/further from the camera and to grab materials.

### Lesson Content

- ☐ Lesson plan ready: Online there is less time spent on classroom management - parents will be helping their child at home! As a teacher online, you must be ready for smooth transitions between activities.
- ☐ Test lesson done: Practice running a test lesson by recording yourself on webcam or the Zoom test call. Practice moving materials in and out of the video frame.
- ☐ Visuals prepared for all content: In case of audio glitches, students can see the images to follow along.

### Technology

- ☐ All documents, notifications, alert sounds are turned off or muted on your computer
- ☐ Zoom and all powerpoints or pdfs for the lesson are open. Practice sharing your screen on Zoom to be comfortable with the feature so you can quickly show and remove images you want students to see!
- ☐ Use a cable to connect to the internet. If you don't have a cable, sit as close to the WiFi router as possible.

### Tips for Teachers

For engaging online lesson ideas, see our ["Teaching Young Learners Online: A Demo for an Online Class \(For NETs\)"](#).

