

UP THE LADDER VIRTUAL TEACHING RESOURCES

Subscription FAQs

Why should districts consider purchasing *UOS Virtual Teaching Resources* for their teachers who are using Units of Study?

The *Units of Study Virtual Teaching Resources* were created to save teachers time and reduce stress as they adapt Units of Study for virtual and blended teaching. As an added bonus, the student-facing minilesson videos recorded by TCRWP staff developers offer great PD as well. The *UOS Virtual Teaching Resources* allow teachers' time to be reserved for the more intensive parts of reading and writing workshops—assessment, conferring, small groups, feedback. Lucy's team has also created teacher-facing videos and additional PDF resources for adapted workshop instruction (downloadable checklists, charts, etc.). Parent and caregiver videos provide additional support to kids when they aren't with their teacher.

Who should use the *Units of Study Virtual Teaching Resources*?

- Users of the Up the Ladder Reading or Up the Ladder Writing Units of Study who are engaged in blended or virtual teaching
- Schools and districts that are looking for ways to reduce teacher stress and promote efficient remote teaching and learning
- Schools and districts that can benefit from new options for struggling students, kids who are absent, substitute teachers, after school programs, and other similar circumstances where video minilessons can be a help

What comes with each *UOS Virtual Teaching Resources* subscription?

The *UOS Virtual Teaching Resources* offer abbreviated (5-10 min.), student-facing minilesson videos for every session in each unit (3 units for Up the Ladder Writing; 2 units for Up the Ladder Reading)

In addition to the minilesson videos, TCRWP coauthors have created teacher-facing videos and have recorded videos to help parents and other caregivers navigate instruction across each unit, along with a *Quick Guide* to support teachers as they teach remotely. These digital materials will be available via the *UOS Virtual Teaching Resources* platform.

How do the subscriptions work?

Each subscription is set up to be used by one teacher with resources that can be shared with that teacher's own students (up to 75 students). Note that each teacher is required to have their own *UOS Virtual Teaching Resources* subscription (not shareable, not transferrable).

For more information about the Up the Ladder Reading and Writing Units of Study, visit UnitsofStudy.com/UptheLadder.

Subscriptions are fulfilled by email. Each school or district must designate one Subscription Delivery Recipient who will be responsible for receiving, distributing, and tracking the school or district's subscriptions. It is essential that Heinemann receive name, email address, and phone number for the person who will be responsible for distributing codes (Subscription Delivery Recipient) in order to fulfill orders. That individual will receive one Subscription Activation Code for every series and grade level ordered.

Activation Codes will each be set up to allow the number of subscriptions purchased to be activated (e.g. If a school orders Up the Ladder Reading subscriptions for 5 teachers, they will receive one Activation Code for Up the Ladder Reading Virtual Teaching Resources that can be used 5 times.).

Then, each teacher will use their Activation Code(s) to register their *UOS Virtual Teaching Resources* in their Heinemann Online Resources account the same way they have registered their print units.

Each *UOS Virtual Teaching Resources* subscription is linked to the teacher's Online Resources for the corresponding print Units of Study and cannot be activated without the print Online Resources being registered. If teachers have not previously registered their print units in Online Resources, they must register those Online Resources before they will be able to access their corresponding *UOS Virtual Teaching Resources*. Detailed instructions on how to register print units are located in the frontmatter of the unit books. To complete registration for the print units, teachers must have access to their unit books.

Subscriptions are available for the 2020-21 school year, ending July 19, 2021.

How do teachers share minilesson videos and other resources with students?

Each teacher will set up a class login that will be used by that teacher's students and their parents/caregivers (up to 75 students for each teacher). Teachers will share daily links by copying and pasting them from their teacher dashboard into their regular communications with students via whatever learning management system (LMS) they are using (e.g. Google Classroom, Canvas, etc.). Students will use the links to view minilesson videos and download any related resources needed for each day's instruction. Videos are meant to be used asynchronously and kids can view them as many times as needed.

Will these resources be compatible with our systems?

The *UOS Virtual Teaching Resources* have been tested on all major browsers on both Mac and Windows platforms, along with Android and iOS tablets and phones. JavaScript must be enabled, and cookies must be accepted to open the minilesson videos.

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Once an order has been placed, how do schools/districts distribute the subscription activation keycodes to teachers?

- Once the order is processed, the Subscription Delivery Recipient whose email address was provided on your pdf/excel order form (or the person placing the order in the case of online orders) will receive an order confirmation email listing all the activation keycodes for the subscriptions that your school or district ordered along with information indicating how many times each code can be used to activate a new subscription. **DO NOT TEST THE CODES UNLESS YOU ARE MEANT TO BE THE END USER OF THE SUBSCRIPTION.**
- Please note that this confirmation email contains the codes for ALL subscriptions purchased, so the email must not be forwarded to all teachers.
- Instead, you can copy/paste the keycodes for each teacher into the [Subscription Activation Email Template](#).
- Edit any fields that are in red and insert the appropriate information from your order confirmation email and delete the unnecessary rows.
- You should create a separate email for each teacher who will activate subscriptions.
- The email template provides instructions for activating subscriptions.