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| Week 1 – Class Check--in |

Before the end of the first week of class, do each of the following checklist items and initial next to each one as they are completed. Once all are completed, submit this sheet to you your instructor for verification and grading.

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| Before Class | Welcome |  | Initials |
| Before  1st Class Meeting |  | Visit **HinzScience.com** and explore the **ES PQS** |  |
|  | Watch the Welcome Video |  |
|  | Read the Welcome Letter |  |
| Day 1 | Syllabus |  | Initials |
|  | Read the Earth Science Syllabus and Device Use Policy |  |
|  | Read the Syllabus and Device Use Policy with adults at home |  |
|  | **Homework**: Complete the **"Syllabus Assignment"** in the Synergy Gradebook | **HW (PC)** |
| Software |  | Initials |
|  | **Verify Synergy** contact information is correct |  |
|  | **Homework:** **Login to Synergy Email** – Read and Respond to your instructor’s “Academic Integrity” Synergy email. | **HW (PC)** |
| Day 2 |  | **Log in to Microsoft Office365** from Synergy |  |
|  | In Office 365, c**reate a folder in OneDrive** named “Earth Systems” |  |
|  | **Create a PowerPoint (PPT)** of your **Learning Style Quiz** results. (See HinzScience.com for details) |  |
|  | **Homework: Share the Learning Style PPT** with your teacher in Office365 OneDrive | **HW (PD)** |
| Day 3 |  | **Open the Clever App** and create **Discovery Education and Gizmos Favorites**. |  |
|  | From Clever, **Login to Discover Education** (DE) **Techbook** (Confirm your profile is Thomas Stone) |  |
|  | **Complete the first Discovery Education Assignment**: Concept 1.1 “Explore” Tab and Questions | **HW (PD)** |
|  | **Register for Gizmos** using Student ID # / School Password (Instructions on HinzScience.com) |  |
|  | **Register with EdPuzzle** (Student ID # / School Password) |  |
|  | **Homework: Watch first assigned video** on EdPuzzle.com (Safety) | **HW (PC)** |

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|  | Lectures |  | Initials |
| Day 1 |  | Attend the **Emergency Procedure (EP) Lecture** |  |
| Day 2 |  | Attend the **Syllabus Lecture** |  |
| Day 3 |  | Attend the **Classroom Rules Lecture** |  |
|  | Pretesting |  | Initials |
| Day 4 |  | **Take the Rules Test** on MS Forms  (See HinzScience.com for Link) | **PD** |
| Day 5 |  | **Take the Section 100 Earth Systems Pre-Assessment** on MS Forms  (See HinzScience.com for Link) | **PD** |
| Submission |  | Initials |
|  | **Complete the “Check-in Submission” assignment** in Synergy Gradebook. | **PC** |