Know Your Tools

STUDENT ORIENTATION FOR ONLINE LEARNING
Welcome to Lone Star Middle School!

In this orientation, you and your student will be introduced to the routine for the first day of school, and the online learning tools that students need to be successful.

Instructions: Each slide introduces a new tool. Click on the links to watch videos and read carefully.

Show what you know! Each student will be assigned this Orientation the first week of school from one of their teachers. The quiz will be given to help students see what they know. It will not be graded. The quiz is linked in here if you want to practice!

We are here for you! Contact your student’s teachers if you have questions.
First Day of School

1. Check your class schedule in PowerSchool.
2. Click here to view the Weekly Learning Plan for your Team here on our website and see what activities your teachers have planned.
3. Open the Microsoft Teams app on your desktop and find your 1st period class! Your teacher will have instructions waiting for you.
4. Have fun meeting your new teachers and getting to know your classes!

LOST? Call our school office at 208-468-4745
ONLINE TOOLS

TABLE OF CONTENTS

1. Student Portal
2. Teams
3. Videos
4. Outlook
5. Otus
6. Show What You Know! Quiz
I CAN:

• Bookmark important websites
• Keep track of all my important apps in the Classlink Student Portal
Microsoft Teams is the “hub” for your online class! This is where you will find and turn in assignments and join video meetings with your teacher!

1. Teams overview

2. How to access assignments

3. Join a Teams Video Meeting

I CAN:

• Locate assignments in Teams

• Use Teams for video meetings with your teacher
I CAN:

- Explain why it is important to watch videos from my teacher to be successful in class.
- Use questions or guided notes from my teacher to help me stay on track.

VIDEOS

Screencasts and videos can help you learn at your own pace. Your teacher will use videos to teach you important class content.

1. How to learn from videos

Your teacher may assign notes, discussion boards, or questions along with the video to check your understanding.
I CAN:

- Locate my email on my computer desktop and online
- Write an email to my teacher

OUTLOOK

Outlook is the program you use to receive and reply to email messages from your teacher.

1. How to open Outlook and compose an email

2. Tips for emailing your teacher
I CAN:

• Login to Otus with my NSD Microsoft account
• Complete an assessment in Otus
• Locate my grades in Otus

OTUS

Otus is where you will view grades on essential standards for your classes.

1. Getting Started with Otus (Students)

2. Getting Started with Otus (Parents)
SHOW WHAT YOU KNOW! QUIZ

LINK TO QUIZ

(you will be prompted to log in with your NSD email and password)

REMEMBER:

This quiz will not be graded, it’s just to help you know if you understand the learning tools.

If you don’t do well on the quiz, you can practice and try again! You can take the quiz as many times as needed.