

# Satchel One: Show My Homework for Distance Learning

There may be occasions where, for myriad reasons, schools have to shut. In the event of such occasions, decisions to close the school are made based on the best interests of student and staff safety. Potential reasons for school closure include:

- **Staff Shortage**
- **Pandemic**
- **Adverse weather conditions**

In order to be fully prepared for any of these situations and ensure as little disruption to pupil learning occurs as possible, schools should have an emergency school closure plan in place as well as a backup plan, especially in the case of long term closures, for how teachers will communicate classwork and homework to students.

Here's how Satchel One can support distance learning in the event of school closures in five simple steps:

## 1. Set Task

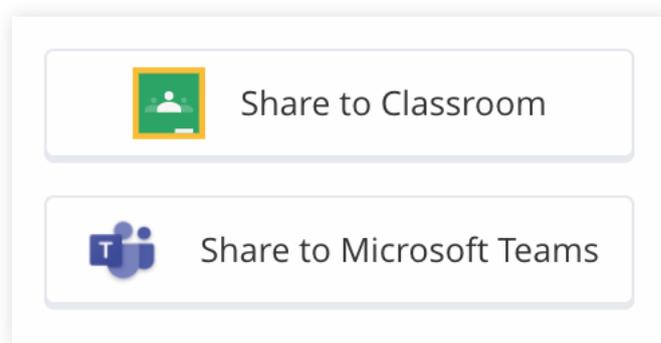
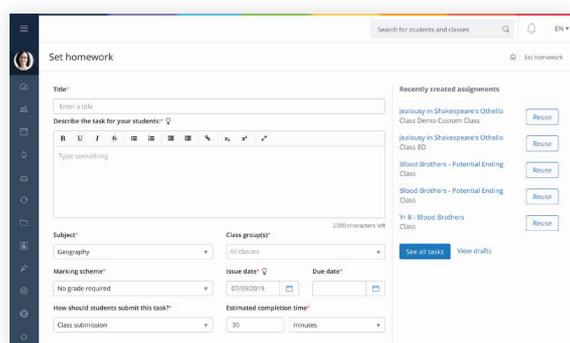
Teachers can set classwork or homework via the Show My Homework functionality in Satchel One. Simply upload the work, set a due date, opt for 'Online submission (via SMHW)' and publish. All students and their parents will receive a notification alerting them of the new work that has been set.

If your school uses either Google Classroom or Microsoft Teams alongside Satchel One, you also have the option to share tasks to either of these platforms.

Community Resources, tasks created by teachers from across the country, can be used in a click. These can be edited or used as they are, a great resource should you find subject teachers are unable to prepare lessons.

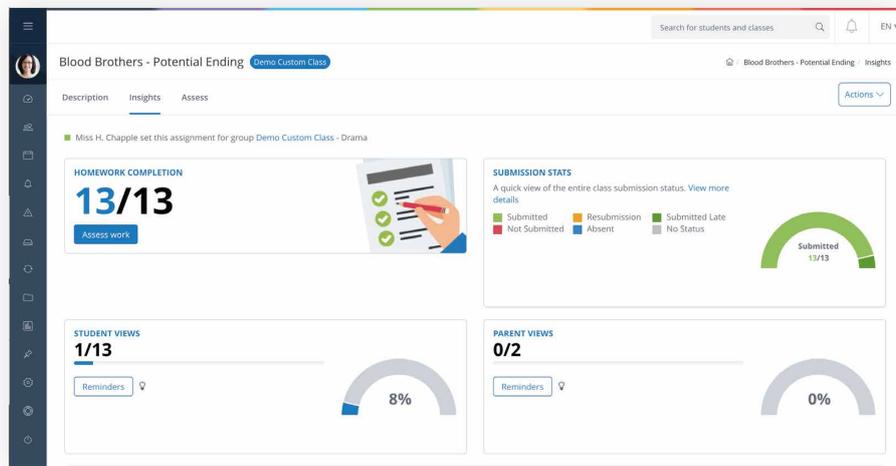
Spelling Tests & Quizzes can also be selected as the task type. These are self-grading and provide students and parents with immediate feedback.

You can also choose to assign an individual homework task to a student in your class. Or, if you use Show My Homework alongside Attendance Pro, you can assign work to students who are marked as absent for the day - perfect for those students who are self-isolating or learning remotely.



## 2. View engagement

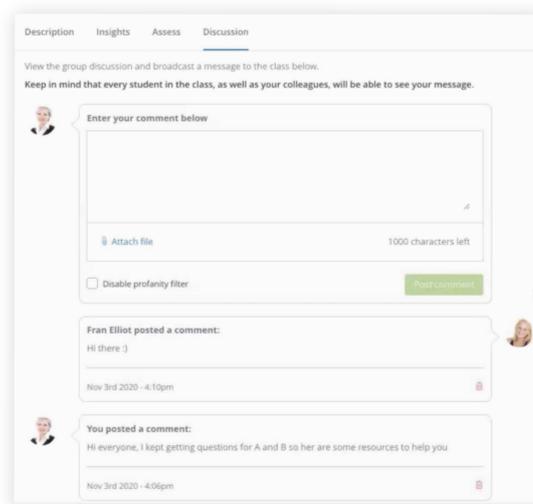
You can ensure students are completing the schoolwork you're assigning them from home via the 'Insights' tab. Simply find your class, select the task you've issued and choose 'Insights'. Here you'll be able to view how many students and parents have viewed the work and if you need to follow up with them to boost engagement.



## 3. Offer support

Once you've issued work to students, they then have the ability to contact you individually with any questions or comments they have about the work set. You can reply and offer support, guidance and any comments to provide an interactive distance learning experience.

They also have the opportunity to ask questions and seek support from you and the wider class through the Homework Discussions feature.



## 4. Submit online

Students can submit work you've set for them online, so you don't have to worry about them missing out on praise or feedback for the period of time your school is facing closure. Just make sure you select 'Online submission (via SMHW)' when initially issuing the work, or you can choose to make this your default submission method for the entire school.

**Subject\***

Biology ▼

**Marking scheme\***

No grade required ▼

**How should students submit this task?\***

Online submission (via SMHW) ▼

## 5. Provide feedback

For every piece of work you assign, our Gradebook creates an entry where you can 'Assess' the task for your students. From the comfort of your own home you can: Select a submission status, assign grades and provide feedback/comments.

This functionality means that even in the case of a school closure, students still receive a supported and engaged learning experience and won't have to miss out on valuable lesson time or wait for long periods before receiving feedback on their learning.

The screenshot shows the Satchel Gradebook interface. On the left is a navigation sidebar for Miss Chapple, including options like Dashboard, My classes, Calendar, and Admin. The main area is titled 'Describe the opening and ending of a film' and is in the 'Assess' tab. It shows a list of students with checkboxes for selection and their submission status. A 'Download all student work' button is visible. On the right, a panel for the selected student, Rebecca Akeman, shows options to award a badge, points, or update the status.

Student	Status
Rebecca Akeman	Submitted
Eva Allen	Not-submitted
Aleena Anwar	Submitted
Wills Astwick	Submitted
Erierto Brocato	Submitted
Som Chandra	Not-submitted
Maegan Coughlan	Submitted
Carl Edmunds	Submitted