

TLC³ Parent/Student Orientation Script

Equipment/Files Needed:

- Computer, Internet Access, Projector, Speakers
- DVD with TLC³ Mobile Learning Resources Video Tutorials – sent to your Principal, you may make additional copies if needed
- Download the TLC³ Video and CQ(REGULATION) videos and save them to a DVD or the computer you will be using to present with (Use www.zamzar.com to download videos or any other method you're familiar with for downloading videos from YouTube. Contact the Technology Specialist assigned to your campus if you need assistance)

Do NOT download while on the district's network, do this at home or outside of the district.

1. Presenter Says: "Welcome to the TLC³ Parent/Student Orientation. The orientation information is accessible via the Internet. Please follow along as I access the orientation information."
2. Presenter Clicks:
 - a. Go to www.mcallenisd.org
 - b. District Resources For
 - c. Parents
 - d. TLC³ Parent/Student Orientation*
3. Presenter Says: We will go over Part 1 and Part 2 during today's orientation. I will start with Part 1, #1.
4. Presenter Clicks: #1 TLC³ Initiative*
5. Presenter Reads: Paragraph 1, 3, and 4
6. Presenter Says: "The initial roll out includes 14 campuses and 10 teachers per campus.
7. Presenter Scrolls Down To: Other TLC³ Information and News
8. Presenter Says: "More information and news regarding TLC³ is available in this section"
9. Presenter Clicks:
 - a. Back button on browser
 - b. #2 TLC³ Video – stop the video from showing via YouTube, open the video from wherever you have stored it.
 - c. Go back to the TLC³ Parent/Student Orientation webpage and select #3 TLC³ Mobile Learning Resources Video Tutorials
10. Presenter Says: "The video tutorials provide you with an overview of the iPad2's features and functionality. Viewing the tutorials will allow you to be better informed of how this mobile device can be used to transform learning."

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11. Presenter Shows the following Videos: (located on DVD, select the English or Spanish folder; NOTE: TEACHERS SHOW ALL VIDEOS TO STUDENTS)
 - a. iPad2 Features – 06:01min
12. Presenter Says: “You may view the remaining videos via the Internet at any time”
13. Presenter Clicks:
 - a. Back button on Browser – go back to the TLC³ Parent/Student Orientation web page
 - b. #4 Student Code of Conduct
14. Presenter Says: “The Student Code of Conduct outlines behaviors that support academic success in a safe, challenging, and nurturing environment. It contains the basic rules and regulations pertaining to discipline and outlines the rights and responsibilities of students and parents. Students will be held accountable for adhering to regulations and policies in this handbook. You may access and print the Student Code of Conduct via the Internet. “
15. Presenter Clicks:
 - a. Back button on Browser – go back to the TLC³ Parent/Student Orientation web page
 - b. #5 CQ(REGULATION)
16. Presenter Says: “CQ (REGULATION) outlines the policies and procedures regarding technology resources. Technology resources include, but are not limited to electronic communication systems and electronic equipment. All sections are available to you as text (point to link) or as video (point to links).”
17. Presenter Clicks:
 - a. Full Text English or Spanish (shows parents text version)
 - b. Back button on browser
18. Presenter Says: “You may access and/or print CQ(REGULATION) via the Internet. I will discuss some important sections of CQ(REGULATION).”

Presenter Says: “Video#3 outlines the acceptable use of technology resources. The acceptable use of technology resources must be in support of education and research and consistent with the educational objectives of the District. A staff member may restrict student use of technology resources. A user in whose name a technology resource or technology resource account is issued will be responsible at all times for its proper use.”

Presenter Says: “Video#4 outlines the regulations involving electronic communications such as email. Use of email is permitted and encouraged where such use supports the goals and objectives of McAllen ISD. However, the user must

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ensure that they comply with current policy, use email in an acceptable way and do not misuse electronic communication tools and resources.

19. Presenter Clicks **or** Reads/Displays CQ (REGULATION) text: *Prompt parents to ask questions after each of the following videos.*

- a. Video 9 – Responsibility, Distribution Training, Technology Resource Security Deposit, Technical Assistance (*encourage parents to acquire insurance for the device*) – 03:00
- b. Video 10 - Vandalized/Lost/Stolen Devices – 02:10
- c. Video 11 – Care and Maintenance – 02:47
- d. Video 12 – Collection, Questions, Report Abuse – 01:39

20. Presenter Clicks:

- a. Back button on Browser – go back to the TLC³ Parent/Student Orientation web page
- b. #6 TLC³ FAQs

21. Presenter Says: “The District has compiled a list of frequently asked questions about TLC3. You may access the questions here (point to the link).

22. Presenter Reads: Part 2 description and #1

23. Presenter Clicks: Part 2 #1 - Click here for instructions

24. Presenter Reads: #1

25. Presenter Clicks: Back button on Browser

26. Presenter Reads: Part 2 #2 and #3

**If you are providing the orientation in Spanish, scroll to the bottom of the webpage and select the Mexico flag to translate a webpage in Spanish. Do this for every webpage you access during the orientation.*