

CTC

VIRTUAL ACADEMY

The logo for Flipgrid, featuring the word "FLIPGRID." in white capital letters on a green arrow-shaped background pointing to the right.

Basics

Flipgrid is an education engagement tool that allows students to interact with classmates and educators. You will receive a Flipgrid link from education@childrenstheatre.org. This link stays the same throughout your whole class. You will also receive your student ID number/username which gives you access to your flipgrid classroom. You can access this space at any time and may tackle the prompts on your own time.

Flipgrid can be accessed from computers, tablets, or you can download the app through the app store. There is no need to create an account. Simply click on the link or enter the Join Code and your student ID/username to get started!

At the start of your class, you will see a video introduction from your Teaching Artist. Click the “Record a Response” button to record a short video back to your teacher. Throughout your class, your teacher may post creative prompts or assignments in the Flipgrid for you and your family to tackle. We recommend clicking the “Follow Group” button and entering an email to be notified when new prompts/topics are posted.

Recording a video response:



After you click the “Record a Response” button you will be prompted to record a short video response. You can click record when you are ready, and push stop when you are finished. You can decorate your video with stickers, filters, or drawings. Click next when you are happy with your creation. It will prompt you to take a selfie which will be the cover of your video response. To submit your

video, type your name. You have the option to create a title or link to other resources but these are not required. Once you push submit, your video will be sent to CTC admin staff and Teaching Artists. Please note: your video will not be posted to the classroom Flipgrid until it has been viewed and approved by a CTC staff member. Your teaching artist may send you feedback on your video.

Accessibility:

All Flipgrid videos have closed captioning. You can also click this symbol  to have the content read aloud in an immersive reader.



Basics

Zoom is a video meeting app that allows students to gather online for their Virtual Academy class. You will receive a zoom link from education@childrenstheatre.org one week before your class starts. Please click the link and click

“register” at least one hour before your class starts. This is a security feature that allows us to ensure that only students enrolled in your class can join. The zoom link stays the same throughout the session and you will only need to complete the registration once.

Zoom can be accessed through computers, tablets, or by downloading the app.

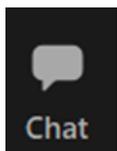
Security

Students will need to pre-register by clicking the “register” button at least one hour before your class begins. Students will be held in a virtual waiting room until the classroom is opened so we can ensure that everyone admitted into the virtual classroom is enrolled in class. The virtual classroom will be opened 10 minutes before the first class starts to allow for technology testing and group conversation.

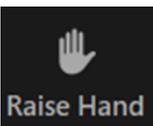
Set up

1. Click the link provided by CTC
2. If prompted, click “use computer audio”
3. Enter your students’ first name and pronouns (ex. Karli she/her/hers)
4. You will be placed in a virtual waiting room and will be automatically admitted when the virtual classroom is open.

Icons



Chat Messaging– keep in mind that the entire class can see your chat communications. The teacher may put links or other references into the chat box for participants to view and reference. Private chatting is disabled in Virtual Academy classes.



Raising Hand– If you have a question or something to say, feel free to click the “raise hand” button to alert your teacher. They will call on you when it is your turn.



Microphone– When this symbol has the red line through it, you are on mute and the class cannot hear you. When the line is gone, your microphone is on.



Video– When this symbol has the red line through it, your video is off and the class cannot see you. When the line is gone, your video is on. We require Virtual Academy students to keep their cameras on unless instructed by the teacher.