

Launching Amira

Teacher Checklist



Directions: Follow each step in order, using the links to helpful resources and filling in the blanks with your chosen dates. Use the checklist to track your progress as you launch Amira in your classroom.

Task	Resource Links	Completed?
<p>Complete your Amira Training by _____.</p> <p><i>For the online course:</i></p> <p>Create an account (or log in). Click "My Courses", then select "Meet Amira".</p>	<p>Online Course</p>	<input type="checkbox"/>
<p>Make sure you and your students can log into Amira.</p>	<p>Amira Help Guide</p>	<input type="checkbox"/>
<p>Get your classroom ready.</p> <p>Print and display Amira trackers and posters to motivate students and celebrate their progress.</p>	<p>Classroom Trackers & Posters</p>	<input type="checkbox"/>
<p>Build your tech plan.</p> <p>Set up a plan for managing and maintaining equipment.</p>	<p>Tech Prep Guide</p>	<input type="checkbox"/>
<p>Prepare your devices.</p> <p>Set up your devices, ensuring that all technical requirements are met for Amira usage.</p>	<p>How To Set Up a Chromebook</p> <p>iPad Tips</p>	<input type="checkbox"/>
<p>Inform families that students will use Amira.</p> <p>Send home an introduction letter with login instructions.</p>	<p>Editable Family Letter</p> <p>'Amira at Home' Flyer</p>	<input type="checkbox"/>
<p>Introduce Amira to your students by _____.</p> <p>Model reading with Amira, then let students practice. If needed, assign the Early Reader Skills Scaffold or Spanish practice.</p>	<p>Slide Decks & Lesson Plans</p> <p>Help & How-To Guides</p>	<input type="checkbox"/>
<p>Assign the Benchmark Assessment by _____.</p> <p>Check that all students complete it by _____.</p>	<p>How To Assign the Benchmark</p>	<input type="checkbox"/>
<p>Help students read 2 stories with Amira each day.</p> <p>Use the Tracking Report to monitor their progress.</p>	<p>Classroom Trackers & Posters</p> <p>How To Use the Tracking Report</p>	<p>ONGOING</p>