

Launching Amira Teacher Checklist

Task	Resource Links	Completed?
1. Complete my Amira Training (live or online) by ____. <i>For the online course:</i> <ul style="list-style-type: none"> • Create an account and sign up (or log in if you have one). • Under "My Courses," click "Meet Amira" to start. 	📌 Online Course	<input type="checkbox"/>
2. Make sure I can log into Amira, and my students can too.	📌 Amira Help Guide	<input type="checkbox"/>
3. Prepare your classroom. Print and display Amira trackers and posters to motivate students and celebrate their progress throughout the year.	📌 Classroom Trackers & Posters	<input type="checkbox"/>
4. Prepare your devices and make a plan for equipment management and maintenance.	📌 Tech Prep Guide	<input type="checkbox"/>
5. Inform families that students will use Amira this year. Send an intro letter and login instructions home.	📌 Editable Family Letter	<input type="checkbox"/>
6. Introduce Amira to my students by ____. Model reading with Amira, then have students practice for 1-2 weeks.	📌 Slide Decks & Lesson Plans	<input type="checkbox"/>
7. Assign the Early Reader Skills Scaffold or Spanish practice if needed.	📌 Help & How-To Guides	<input type="checkbox"/>
8. Assign the Benchmark Assessment by ____. Track progress to ensure all students complete it by _____.	📌 How To Assign the Benchmark	<input type="checkbox"/>
9. Support students to read 2 stories with Amira every day. Monitor students' reading using the Tracking Report.	📌 Classroom Trackers & Posters 📌 How To Use the Tracking Report	ONGOING

