

2020 Distance Learning: GENERAL INFORMATION

Eng3AP – AP English Language and Composition – Mrs. Duff

Dear Students,

The following information is intended to guide you through our period of distance learning. **Please read carefully and COMPLETELY.**

Primary Means of Communication for Assignments, etc.:

For now, I will continue to use Remind as my primary mode of communication with you. YOU NEED TO CHECK IT. Your semester grade may depend on it. If this changes, you will be notified. According to my contact with each of you on April 2 and April 3, all of you are currently subscribed to our class Remind account. Just in case, here is the information you need to join:

- Via link: <https://www.remind.com/join/duffsen>
- Via text: Text **@duffsen** to phone# **81010**

I am also working on setting up Microsoft Teams for each class period. You have access to this platform through your Office365 account.

Please check your school email account for an invitation to join your class Team – sent on 3/27/2020. If you need another invite, let me know. When you find your way to the Team site, PLEASE leave a comment on the General screen to let me know you are there. This platform is new to me, and I am still figuring it out, but it has great potential. I will keep you posted on how we will use it during this distance learning period. Please be patient.

Contacting Me:

- As has always been the case since you enrolled in my class, you are free to reach out to me *anytime*. I will get back to you as soon as I can.
- My official “Virtual Office Hours” during our period of distance learning (April 20-May 22, 2020) will be Monday-Friday, 9:00AM-11:00AM. During these hours, I will be readily available by the following means:
 - Via Remind – probably the quickest way to contact me and get a response
 - Via email: aduff@tusd.net
 - Via Phone: *You should all have my cell phone number, as it was provided with my syllabus and via Remind in recent weeks, but if you do not, please contact me through one of the above methods and I will provide it to you. I know it may feel weird to call your English teacher, but if you need me, I am TOTALLY here. Call. But please – phone calls only between 9:00AM and 9:00PM. ☺☺*
- I am not currently planning to hold video conferences or meetings of any sort, like Zoom or similar. That may change. I will let you know.

General Assignment Information – Including Submitting Work:

- The course workload in our current circumstance will be lighter than if we were in “normal” session. However, if you procrastinate, it will pile up and could feel overwhelming. Please plan ahead.
- I am planning provide assignments at LEAST a week at a time, due weekly. You should be able to complete assignments on your OWN schedule, as long as you finish and submit by posted deadlines. If you can finish early, HOORAY! But please – don’t be late:

NO LATE WORK CAN BE ACCEPTED. PAY CLOSE ATTENTION TO DEADLINES AND DUE DATES.

- The assignments are intended to review and reinforce skills already covered in the course, as well as prepare you for your senior English class in the fall to the fullest extent possible in our current circumstances.
- Your assignments will fall into three categories – detailed descriptions for each will be provided separately:
 1. **The AP Language & Composition classes and review lessons posted on the Advanced Placement Channel on YouTube – TWO PER WEEK:** Some weeks I will assign specific videos, some weeks I will allow you to choose. If you are unable to access/watch YouTube videos, please notify me ASAP so an alternative assignment can be provided. ***This assignment will be due each Friday, for the first four weeks of distance learning only.***
 2. **The UC Personal Insight Questions:** Finally, as I have been mentioning to you all year, I am giving this assignment as an opportunity to practice with personal insight essays similar to what you might need for college admissions in the fall. ***This assignment will be due FRIDAY, May 15 and will essentially serve as our “final exam” for the year. If you finish early, you may submit early.***
 3. **OPTIONAL EXTRA CREDIT: The Historian Journaling Assignment –WEEK ONE ONLY:** During the first weeks of our school shutdown, I offered a version of this assignment for optional enrichment, but for distance learning, it will change to a weekly format, rather than daily, and will be worth 5 possible points of extra credit if the entry is complete, well-executed, and turned in on time. ***This assignment will be due FRI. 4/24/20, focusing on the first week of distance learning only.***
- My aim is to enable you to complete & submit ALL assignments online – **you may submit work in any of the following ways:**
 1. Via email – typed into the body of the email.
 2. Via word processed document, emailed as an attachment (I highly recommend copying/pasting content into email body as well).
 3. Via photo of handwritten work – make sure it is CLEAR and LEGIBLE.
 4. As I familiarize myself with the components of Office365, I may offer more submission options. I'll keep you posted.

THE AP EXAM:

- If you intend to take the exam, **you need to familiarize yourself with the exam update information from College Board by following this link:** <https://apcoronavirusupdates.collegeboard.org/students>.
- Here are the basics:
 - New exam dates: May 20 (regular) or June 4 (makeup only) – I **STRONGLY ADVISE YOU TO TAKE THE FIRST EXAM.**
 - One essay question – Rhetorical Analysis – WE HAVE TOTALLY COVERED AND PRACTICED THIS! 😊
 - Taken online, from home; 45 minutes to complete, 5 minutes to upload – can be handwritten or typed.
- My advice to prepare:
 - Follow College Board social media accounts, especially @AP_Trevor on Twitter!
 - Do everything I assign for distance learning, PLUS:
 - Watch ALL the AP Lang YouTube classes/review sessions – THESE ARE A GOLD MINE OF EXAM PREP HELP.
 - Obtain a 2020 exam prep book (Princeton Review, 5 Steps to a 5, etc.) and focus on the Rhetorical Analysis preparation sections.
 - Watch for upcoming exam prep materials and opportunities I may offer.
- I may schedule an optional video-based Q&A session about the exam for those who are interested in the coming days/weeks.

The above information is subject to change as circumstances require. I will keep you posted.

Please – take good care of yourself and your family, and reach out if you need ANYTHING at all. We are all in this together. ❤️

Sincerely,
Mrs. Duff