

*Getty Virtual Art Explorations* Teacher Checklist & Technology Preparation

**BEFORE YOUR VIRTUAL VISIT**

- Check with your district if the Zoom platform is allowed.
  - If your district restricts Zoom, please see additional info below under **USING OTHER PLATFORMS.**
- Keep the Zoom link and info provided via Getty email reminders in a secure and easily accessible location.
- Let us know in advance if the Zoom session will be projected in the classroom and students will be using one computer/one mic to engage with Getty Educators, or if students will be signing on using individual devices.
  - If projecting in the classroom, see additional info below under **PROJECTING IN CLASSROOM.**
- Share the Zoom link with your students in advance of the session for a smooth log-in process.
  - Tablets, iPads, and phones may require students to manually input both meeting ID and passcode.
  - Inform students of your goals for the lesson, how long they will be in the session, and Zoom etiquette. Studies show students learn better when they have basic information in advance.
- Ensure you and your students have the latest Zoom update and test out your settings in the classroom before the session.
  - Check for audio feedback. Does your computer mic pick up sounds easily in the classroom? Are students able to unmute themselves? Do they have access to reaction buttons and the chat feature?
- Provide info on any accessibility needs in reservation notes:
  - Is closed caption required?
  - Do presenters need to speak at a slower pace?
  - Due to limited resources, we are unable to provide Spanish translators.
- Share information about your classroom with us:
  - What have you been studying? What would you like us to know about this group so that we can be best prepared to welcome them?
- Educators should join the Zoom session 10 minutes before the virtual visit start time. Presenters and coordinators will be available to address any questions you may have and brief you on session details, including your role as a co-host.
- Prep drawing materials in case of an impromptu drawing activity. A blank piece of paper and pencil will do!
- Prior to your session, visit Getty's website to explore works of art from the collection using the Search the Museum Collection feature.

- Practice close looking with your students. Do the [Thirty-Second Look](#) activity in the Educator's Guide to help students learn the benefits of slowing down and looking closely at works of art.

## **DURING YOUR VIRTUAL VISIT**

- **AS COHOST, ADMIT STUDENTS FROM THE WAITING ROOM.** We ask for teachers to supervise the virtual waiting room and admit only those students whose names they recognize.
- **RENAMING STUDENTS.** Devices will sometimes have pre-set names, so feel free to rename as students log-in to Zoom or have students rename themselves. First name only is preferable.
- **BE PRESENT.** Teachers should be ready to call on students and encourage participation. We welcome teachers to add to the discussion or connect to themes students are studying in class.

## **AFTER YOUR VIRTUAL VISIT**

- Feel free to inquire with Getty Educators about access to artworks presented during your session. We are pleased to provide links for further study.
- We encourage classrooms to explore more of our collections using the [Search the Museum Collection](#) feature on Getty.edu.

## **PROJECTING IN CLASSROOM**

- Test your mic. When projecting audio in your classroom, does your mic easily pick up the classroom speakers causing an echo? This could potentially cause an echo which may be distracting. If echoing occurs, please mute, and then unmute when presenters ask a question or would like to hear from the students.
- Have the camera facing the students in the classroom.
- Be prepared to facilitate and relay any comments or questions between your students and the Getty Educators about the art pieces being shown.
  - Depending on the classroom spacing, we do encourage students to approach the camera, say their names, and then ask a question or comment on the art piece.

## **MULTIPLE ZOOM LINKS**

- Please make sure to review your Zoom links, especially if you have multiple sessions reserved at the same time and on the same day.
  - Each teacher will have their own Zoom link to join along with their own assigned Getty Educator team. This is to make it easier for classrooms to participate and have their voices heard.

## USING OTHER PLATFORMS

If there is a district restriction on using Zoom in the classroom, we can utilize GOOGLE MEET & MICROSOFT TEAMS. If requesting a different platform other than Zoom, please let staff know ahead of time. If using one of these alternate platforms, the link will be generated by you, rather than the Getty.

- We ask to be notified 2 weeks in advance as Getty Educators will need time to prepare and practice using the requested platform.
- Send your Google Meet or Microsoft Team link ahead of time and grant access to assigned Getty Educator teams.
  - If email is needed, please inquire with Getty school program coordinator, via [SchoolCoordinators@getty.edu](mailto:SchoolCoordinators@getty.edu)
- Please coordinate with Getty staff ahead of time if you would like to run a test meeting.
- Patience is welcomed as our Getty Educators navigate the new space.

If using another platform other than Zoom, teachers agree with the following terms:

*The school and teacher have opted to use Google Meets for this Getty Virtual Art Explorations session and have full responsibility for taking all appropriate security measures in advance of the session and for terminating the session if deemed necessary by the teacher or the Getty.*

## STANDARDS ADDRESSED

Art Explorations meets all State and National Standards in Visual Art Education and supports Common Core State Standards connected to reading, listening, speaking, analyzing, comparing, and collaborating.

### Visual Arts

- [California State Standards](#): fulfills all Anchor Standards within California Arts Standards in Visual Arts
- [National Visual Art Standards](#): fulfills standards in the areas of: Performing/Presenting/Producing, Responding, and Connecting.

[Common Core State Standards](#): fulfills Anchor Standards in the areas of English Language Arts (K – 12) and History/Social Studies (grades 6 – 12): Key Ideas and Details, Integration of Knowledge and Ideas, Range of Reading and Level of Text Complexity.