Course Checklist

Documentation
- Sign and send any necessary documentation.
- Complete the "Technology Requirements Form."
- Understand the LUV privacy policy

Tech Requirements
- Know how to record a video and upload to the LUV Student Portal.
- Know how to approve videos on the Teacher Portal.
- If your course requires outside software, be comfortable teaching it to students.
- Know the difference between the Student and Teacher Portals.

Class Setup
- Know if your class is recording group or 1:1 videos and how to find them.
- Add, assign and pair students to your classroom.
- Locate your login information.
- Record a video for your Partner Teacher in your Student Portal.

Curriculum and Instruction
- Know the LUV Course Goals.
- Review curriculum and all supporting documents.
- Know where to find video guide questions and Partner Student videos.
- Prepare for, and embrace, any teachable moments!

How to Contact LUV
Phone: 203-397- 6189
Email: support@levelupvillage.com