mismatch

Pre-Conversation Teacher Prep Checklist

Tech Prep

- ☐ Students have access to a device that has Zoom or can support video conferencing (iPads, Chromebooks, Macbooks).
  Smartphones are not recommended. If you choose to use a phone we recommend printing off the conversation guide because it will not be visible next to the video.
- ☐ All software, including Chrome browsers and Zoom accounts, is up to date. **The minimum Zoom version required for Mismatch is Version 5.15.3.**
- ☐ All devices are fully charged.
- ☐ All devices are connected to the Internet.
- ☐ All students have access to headphones so they are not disturbed by nearby conversations.

Logistics Prep

- ☐ Confirm that there will not be a fire or other type of drill on the date of your scheduled conversation.
- ☐ Establish contact with your partner teacher for this conversation. Their email is available on the **Conversation Details** page. We encourage teachers to exchange work cell numbers if you feel comfortable doing so.
- ☐ Discuss the breakout groups with your partner teacher. We recommend groups of four (two students from each classroom). Some teachers want to choose the pairings and others opt to assign break out rooms randomly.

Student Prep

- ☐ Ensure that all participating students are aware of expectations for productive dialogue by reviewing the **Conversation Agreements** located at the top of the Conversation Guide.
- ☐ Make sure you have access to the **Conversation Guide** you will be using.
- ☐ [*Optional*] Send each child home with a **Mismatch Permission Slip** to inform parents about the
- ☐ Mismatch conversation.

Can your network support a full classroom videoconference?

It is critical that you meet with your building's IT support before the conversation to ensure that your network will be able to support a Mismatch conversation.

You can also run a 5-min infrastructure test prior to the conversation. One approach is to host a Zoom meeting on a staff laptop, preferably located on the other side of your building. Ask all of the students to join the Zoom meeting. If they are able to interact on the zoom without frozen screens or delayed audio then the test was successful!

If your network is not equipped to support all students on separate devices at once, you may want to consider pairing them up for a 2:2 conversation. Just make sure to reach out to your partner teacher in the other classroom so they do the same.

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