

West Spring Blended Learning

For successful blended learning to take place, you should:

- take care of your personal learning device (PLD).
- follow the digital learning routines (see infographic on the next page).

Dates for Home-Based Learning (HBL) in 2023

Term 1	Term 2	Term 3	Term 4
January 11, 25	March 29	July 5, 19	Sep 20
February 8, 22	April 12, 26	Aug 2, 16	Last day for HBL Sec 123 : 20 th Sep
March 8	May 10, 24	Aug 30	Sec 45 : 2 nd Aug

Timetable for HBL

- Your HBL timetable can be found in your class timetable.
- HBL happens on Wednesdays (Even Week).

Expectations for HBL

- All students should stay at home.
- You should:
 - (1) take your attendance at **8am** at your “HBL-SIL Form Class” Google Classroom.
 - (2) use a working PLD, personal laptop or desktop. Inform your Form Teacher if you need technical support.
 - (3) access the **WSSS Blended Learning website** (<https://go.gov.sg/wsssbl>) to view your teachers’ webpages for instructions. You can only access this website after you have logged into your Student iCON account.
 - (4) prepare your learning materials in advance for HBL day (textbook, workbook, worksheets).
 - (5) mute your microphone and switch on your video for any online lessons.
 - (6) allocate 1 hour for your Student Initiated Learning (SIL) activity and carry it out independently, after completing your HBL tasks.

Other important URLs:

Students Learning Space (SLS)	:	https://learning.moe.edu.sg
Student iCON / Google Classroom	:	https://workspace.google.com/dashboard
ICT Helpdesk (including reset passwords)	:	https://go.gov.sg/wsssicthelp

Note: If your iCON account password has been reset, use a mobile phone to sign in at <https://www.office.com> and change your password first before logging in to your PLD.

Reporting Absenteeism on HBL Day

If you have fallen sick on the HBL day, please inform your Form Teacher.

Refer to the rules and consequences for HBL in the handbook.

Our Digital Learning Routines

In the Classroom



Fully charge your PLD at home. Bring it to school daily.



Bring your personal **headsets or earphones** with mic for media files and video-conferencing use.



Follow 'Screen Up', 'Screen 45', 'Screen Down' instructions. **Connect** to teacher's DMA during lessons.



Save battery!
Do not use your PLD during recess.



Safekeep your PLD in your locker when away and secure it with a combination lock.



Student iCON
Use your @students.edu.sg to access school emails, Google Classroom, SLS and PLD.

Cyber Wellness



Find help and support.
Reach out if you or your friend needs help and support on cyber issues.



Create and share online content in a responsible manner.



Respect copyright.



Stay safe. Do not disclose personal information online.



Be smart. Use strong alphanumeric passwords.

Need technical help? Scan this QR Code



<https://go.gov.sg/wsssicthelp>

Stay organised

In your PLD, Google Drive and external storage devices, you should



- Organise your files into folders e.g. **Sec1_Math (Name of Teacher)**
- Backup important files regularly
- Remember your data recovery password for your PLD

Bookmark these pages



School Website
<https://westspringsec.moe.edu.sg>

West Spring Home-based Learning
<https://go.gov.sg/wsssbl>

School IT Helpdesk
<https://go.gov.sg/wsssicthelp>



PROTECT YOUR EYES. PRACTISE THE 20-20-20 RULE.
LOOK AT SOMETHING 20 FEET (6 METRES) AWAY, FOR 20 SECONDS, EVERY 20 MINUTES.

West Spring Secondary School