

## Learning Log Checklist

- Submit your completed learning log in Canvas by 11:59 pm on the assigned due date.
- Learning log is filled out completely and homeschool learning activities are added in the comments section.
- Each homeschool day entry reflects learning in all of the following subjects:
  - Reading
  - Writing
  - Math
  - (Optional) Other learning activities your child engages can be added to the daily log.
  - See [Learning Log FAQ](#) for more information on how to record your student's homeschool learning activities.
- If your child was sick on a homeschool day or did not attend school on their scheduled cohort day, **but did complete homeschool work**, please select "completed homeschool work" from the drop down and log what they completed in the notes/comments section.
- If your child was sick on a homeschool day or did not attend school on their scheduled cohort day, **and was not able to complete any homeschool work**, please select "absent" from the drop down.
- Submit one reading, one writing, and one math work sample in the work samples section of the learning log.
- All three work samples need to have the **student's full first/last name and complete date (month/day/year) written on the sample**.
- All three work samples need to show evidence of student work. See [Learning Log FAQ](#) for more information
- If a sample is a picture of your student actively engaged in learning rather than a scan of their completed work, the picture must include a 2-3 sentence description of the activity and also include the student's name and date.
- Reminder: You will need to **hit the submit button four times**- once to submit the learning log, and three more times to submit each work sample.
- You can email Nancy with any questions regarding learning logs at [nwaites@davincischools.org](mailto:nwaites@davincischools.org)
- If there are corrections that need to be made to the learning log or work samples, you will receive a notification to log into Canvas and view Nancy's comments.
  - From computer, click on module>grades>comment icon
  - From Canvas app, click on course>grades>assignment>submission & rubric

*Failure to turn in a completed Learning Log along with 3 samples with complete name and date by the due date will result in a non-compliance letter.*

