

The curriculum helps districts meet the educational requirements outlined in the *Children’s Internet Protection Act* for grades K-12 with highly interactive and engaging lessons, discussions and activities. You can use the sequence either sequentially by grade or at any grade level within a grade band.

**EasyTech Online Safety exceeds E-Rate requirements and covers the required CIPA topics:**

1. Appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms
2. Cyberbullying awareness and response

### Administrator Checklist

- Determine which E-rate implementation model best meets the needs of your school or district.
- Create educator and teacher accounts.
- Introduce or train your staff to become familiar with Learning.com Online Safety Resources and the E-Rate implementation model that has been chosen.
- Gather all reports needed for the school year.

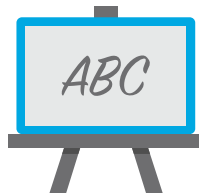
## Step 1: Implementation Environments

To meet CIPA requirements, EasyTech Online Safety can be delivered in a variety of settings.



### Computer Lab Environment

Led by a technology teacher or paraprofessional. The curriculum can be delivered either Whole Group or on individual work stations.



### Classroom

Led by a teacher, guest librarian or school counselor. The curriculum can be delivered either Whole Group or on individual work stations.



### Library

Led by school librarian or guest school counselor. The curriculum can be delivered either Whole Group or on individual work stations.



### Whole Group

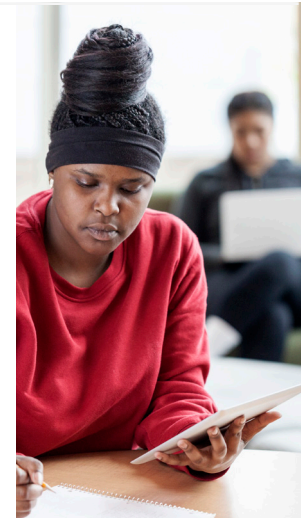
- Project curriculum items onto a screen or use an interactive white board.
- Have students respond by raising their hands, writing their responses on a sheet of paper or into a notebook.
- Divide students into groups and have them work collaboratively to arrive at solutions

**Documentation:** You can easily give the entire class a grade with one click in the Learning.com gradebook. Click on the Class average cell in the gradebook and give a pass to the whole class.

### Individual Work Station Model

- Have some students work together or independently on classroom computers.
- Other students may work on corresponding Application Exercises at their desks.

**Documentation:** Lessons are automatically graded as each student works independently through the curriculum.

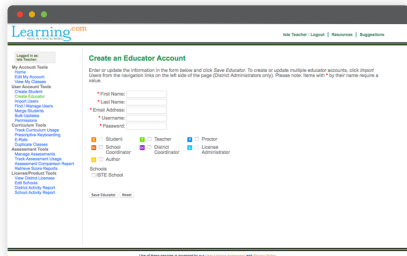


### Assembly Setting (Similar to Whole Group)

- Gather entire grade level in an auditorium, cafeteria or gym.
- Project curriculum items onto a screen or use an interactive white board.
- Hold discussion based on Learning.com Discussions and talking points provided.
- Have students respond by raising their hands and sharing.

**Documentation:** You can easily give the entire class a grade with one click in the Learning.com gradebook. Click on the Class average cell in the gradebook and give a pass to the whole class.

## Step 2: Create Accounts for Educators and students

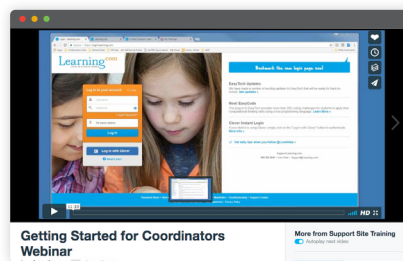
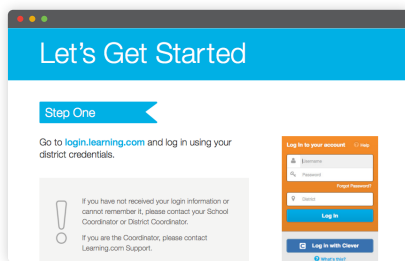


Coordinators can easily create account for educators and students.

Visit the User Account page to see the variety of ways:  
<http://support.learning.com/how-to/user-accounts>

## Step 3: Training

Multiple online resources are available to provide training to your teachers who will be using Learning.com Easy Tech Online Safety to meet CIPA requirements.



[EasyTech Guides »](#)

[Recorded Trainings »](#)

## Step 4: How to Document CIPA Requirements with Learning.com

We recommend a combination of 2 reports that can be run by the District Coordinator from the Coordinator dashboard.

- **E-Rate Report** shows overall coverage of the 2 required CIPA topics by campus.
- **All Tracked Scores by School report** shows more detail (class and student level). This can be found from the Coordinator dashboard > Track Curriculum Usage > All Tracked Scores by School.

Note: This E-Rate kit is designed to help your district comply with E-rate and CIPA legislation. **This does not constitute legal advice.** You will need to review the materials and recommended verification plan outlined in this toolkit to ensure it meets your district's standard for E-rate certification. [Universal Service Administrative Company \(USAC\)](#) administers the E-rate program.