



## Imagine Learning Instructional Checklist

School: \_\_\_\_\_

Teacher: \_\_\_\_\_

Date: \_\_\_\_\_

### PART 1: Usage

- 15–30 minutes per day
  - Imagine Learning recommends students utilize the intervention daily.
  - For prekindergarten and kindergarten, recommended usage is between 30–35 hours annually. On a daily basis, that averages about 15 minutes of usage.
  - For first grade and higher, recommended usage is between 40–45 hours annually. On a daily basis, that averages about 20–30 minutes of usage.

### PART 2: Reports

- Student usage reports should be reviewed weekly. The school usage dashboard report can be sent weekly to the principal via email. School usage reports by teacher and student can be sent monthly to the site expert and principal via email.
- Individual detailed and individual summary reports should be reviewed monthly by teachers.

### PART 3: Printing Worksheets and Parent Letters

- Print students' personalized worksheets to help reinforce skills they learned in the program.
- Print parent letters to inform parents of their child's progress in Imagine Learning, and provide them with follow-up activities to work on with their child at home.