

# Advertising and Design

## Flexible Instructional Day Plan

**Program:** Advertising and Design

**Contact information:** [eheltion@steelcentertech.com](mailto:eheltion@steelcentertech.com), REMIND

**Attendance:** All students need to send a Remind message to Mrs. Heltion by 1:30pm, regardless of if they are an AM or PM student, for attendance purposes.

**Virtual Meeting Lesson:** Mrs. Heltion will host a zoom meeting with the link posted in Canvas from 7:30-8:30 and 11-12. Attendance is optional and is for support and/or clarification of tasks to be completed.

**Office Hours:** If a student needs help with an assignment, Mrs. Heltion will be available to help, one on one or in groups, between 7:30 and 2:55 minus a break from 12-1 for lunch.

**Technology Concerns:**

Students will be able to complete the tasks assigned using a computer, tablet, or even their phones.

**Student Name:** \_\_\_\_\_ **Student Signature** \_\_\_\_\_

Do you have technology concerns?    Yes    No

Concern: \_\_\_\_\_

If yes parent/guardian signature \_\_\_\_\_