A Blog for Busy Teachers

Tips help students reduce LMS cognitive overload:

- 1. **Pick a predictable organizational structure and stick with it.** For example, organize your materials by week or by unit. Furthermore, if you frequently review and refer to this structure, students will become more comfortable with the predictable routine you've created, making them more able to successfully find and submit assignments.
- 2. **Explicitly teach students how to use the LMS provided at your school.** Project or share your screen so students can watch you and follow along on their own computers. The student view within LMS is often different from what a teacher sees, so if the LMS has the capability, project the student view to help students learn to navigate . Engage in this activity frequently, and be sure to include students in the learning process by asking them why or when they are confused.
- 3. **Make supplemental materials, like templates and graphic organizers, easily available**. Even if the same writing template is routinely used, still include the organizer or any other relevant assignment templates that will help students complete the work for each assignment. Not asking them to retrieve necessary materials from another location will help students free up brain space to focus on the work at hand.
- 4. **Scaffold students toward independence.** Once the digital classroom routines are established, encourage independent practice by having students locate the assignment or the resource as a part of the assignment. Quiz them on their ability to get where they need to without teacher intervention.



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