

Prior to Day One

Technology Access

- Lead teachers will provide access to Google Classroom
 - Participants will need a personal Gmail account to access the Google Classroom
- Prepare your live session materials (listed in *Classwork > Getting Started* in Google Classroom)

CASE Foundations

All ABF BriefCASE participants are required to complete CASE Foundations. CASE Foundations consists of five self-paced modules and is designed to be completed in approximately 1-2 hours. Access CASE Foundations [here](#).

OPTIONAL - Self-paced Nearpod Modules

Table 1. *Self-paced Nearpod Module Schedule*

Module	Due Date	Estimated Completion Time
Unit 1: The Start-Up – Self-paced	Day One, 10 am EST	45 – 60 minutes
Unit 2: Managing Finances – Self-paced	Day One, 2 pm EST	1 – 1.5 hours
Unit 3: Managing Risk – Self-paced	Day Two, 10 am EST	1.5 – 2 hours
Unit 4: Planning – Self-paced	Day Two, 2 pm EST	45 – 60 minutes

Day One - Schedule

Table 2. *Day One - Schedule*

Module	Due Date	Estimated Completion Time
Unit 1: The Start-Up – Self-paced	Day One, 10 am EST	45 – 60 minutes
*Unit 1: The Start-Up - Live	Day One, 11 am EST	1 hour
Unit 2: Managing Finances – Self-paced	Day One, 2 pm EST	1 – 1.5 hours
*Unit 2: Managing Finances - Live	Day One, 3 pm EST	1 hour
Day One Evaluation	Day One, 5 pm EST	15 minutes
OPTIONAL: Just Math Live Session	Day One, 7 pm EST	1 hour

**Join Live Sessions 15 minutes early. Open question forums are available 30-minutes before and after each live session.*

Day Two - Schedule

Table 3. *Day Two - Schedule*

Module	Due Date	Estimated Completion Time
Unit 3: Managing Risk – Self-paced	Day Two, 10 am EST	1.5 – 2 hours
*Unit 3: Managing Risk - Live	Day Two, 11 am EST	1 hour
Unit 4: Planning – Self-paced	Day Two, 2 pm EST	45 – 60 minutes
*Unit 4: Planning - Live	Day Two, 3 pm EST	1 hour
Day Two Evaluation	Day Two, 5 pm	20 minutes

**Join Live Sessions 15 minutes early. Open question forums are available 30-minutes before and after each live session.*

Finalizing Your Certification

- Complete CASE Foundations
- Complete all Nearpod activities in self-paced and live sessions
- Complete Day One and Day Two Evaluations

Lead teachers will provide curriculum download access and BriefCASE certificate request form via email once you have completed all BriefCASE session work.