

## **EXAMPLES OF INSTRUCTIONS FOR DISTANCE TEACHING IN 1ST CLASS**

Aleksandra Kotnik, prof. razred. pouka  
OŠ Hinka Smrekarja, Gorazdova ulica 16, 1000 Ljubljana, R. Slovenia  
e-mail: [sasakotnik@gmail.com](mailto:sasakotnik@gmail.com)

**Abstract:** An epidemic was declared in Slovenia on 16 March 2020. Life came to a standstill, cities fell silent, most people stayed at home. However, the use of information and communication technology has increased, as services and teaching took place at a distance. In education, we encountered various problems, such as, lack of IT equipment, lack of knowledge to use IT equipment, unresponsiveness of students and parents. In a short time, we had to learn various tools with which we tried to bring the material closer to the students and communicate with them and their parents. The subject matter had to be reduced and adapted to the students' level of knowledge. In 1st grade, where students do not yet read independently, a connection was established between teachers and parents. Parents took on the role of teachers at home, the task of teachers was to help them as much as possible. Based on the response from parents and students, I did well with the work instructions below.

**Key words:** telework, instructions, assignments, 1st grade

### **INTRODUCTION**

In the middle of March 2020, a major breakthrough occurred in Slovenia in the field of education. After the declaration of the epidemic of the new coronavirus, all compulsory school children remained at home on 16 March 2020. In order not to make the shortage of material too great, distance learning also began on this date. Teachers, students and their parents suddenly faced a new challenge.

It was necessary to consider what kind of students will get to the subject. Some schools have opted to display in online classrooms, others to display on school websites. Teachers wrote instructions, recorded videos with explanations, made powerpoint presentations, looked for suitable clips to help students understand a particular subject. Video conferences were held, where we explained the material to the students live. We composed various quizzes for the purposes of checking. During this time, we got to know and learn to use many online programs and tools, all with the aim of bringing the material closer to the students in an interesting way. The teachers connected a lot with each other, helped each other, shared videos and ideas online.

I teach in the 1st grade of primary school, where students do not yet know how to read on their own, so they needed the help of their parents when working remotely. They had to read them instructions and provide them with additional help if necessary. The question arose as to how to give instructions so that they would be understandable to children and help parents not need too much further explanation. So I decided to write step-by-step instructions and back them up several times with pictures or videos. It turned out that the parents had a bit more work to do with reading, but they liked the clear and concrete instructions and it made the job

easier for them. Since some children already know how to read, I wrote the instructions in capital letters and encouraged many of them to read on their own.

The purpose of this paper is to show examples of giving instructions for remote work to 1st grade elementary school students and their parents.

The aim of the paper is to show professional colleagues an example of good practice in giving instructions for teleworking to the youngest students in primary school.

In the 1st grade, the schedule includes Slovene, mathematics, learning about the environment, fine arts, music and sports. The following are examples of remote work instructions for each subject.

### **THEORETICAL DESCRIPTION:**

In Slovenia, the primary school has 9 grades. Children are 5 years and 8 months old to 6 years and 8 months old when entering school.

Children at this age have:

- a brain more developed than other parts of the body
- well-developed abilities to be able to judge whether something is right or wrong,
- well-developed language skills so that they can use the language for communication and learning,
- a lot of energy with which they undertake many activities,
- well-developed rapid learning skills if the subject is not too difficult,
- well-developed motor skills (Pergar Kuščer, 1999).

Nevertheless, they are still highly dependent on adults. At home, parents are their role models and help, teachers at school, coaches in sports activities, etc.

During distance learning, parents have taken on the role of teachers in young children, as most first - graders are not yet skilled in independent reading and writing, nor do they yet master information and communication technology. Parental help was not only about receiving emails, printing worksheets, and sending answers, but also content. The material had to be explained to the children, read, checked to see if the work was done in full.

According to the recommendations, the teachers greatly reduced the amount of teaching material, but at least some lessons were held every working day. In order to relieve the parents, at least in terms of how to approach the lesson and how to explain a certain thing to the child, I prepared step-by-step instructions for each part of the lesson. The children were used to similar instructions from school, so they had no problems understanding. For each subject, I always wrote first what supplies the children would need. For individual notebooks, we have special markings at school so that children know exactly which notebook it is, I do not mention these names in the article. To make it easier for the children to imagine everything, I added pictures, links to the recordings, and several times I also recorded a video with an explanation.

### **Examples of instructions:**

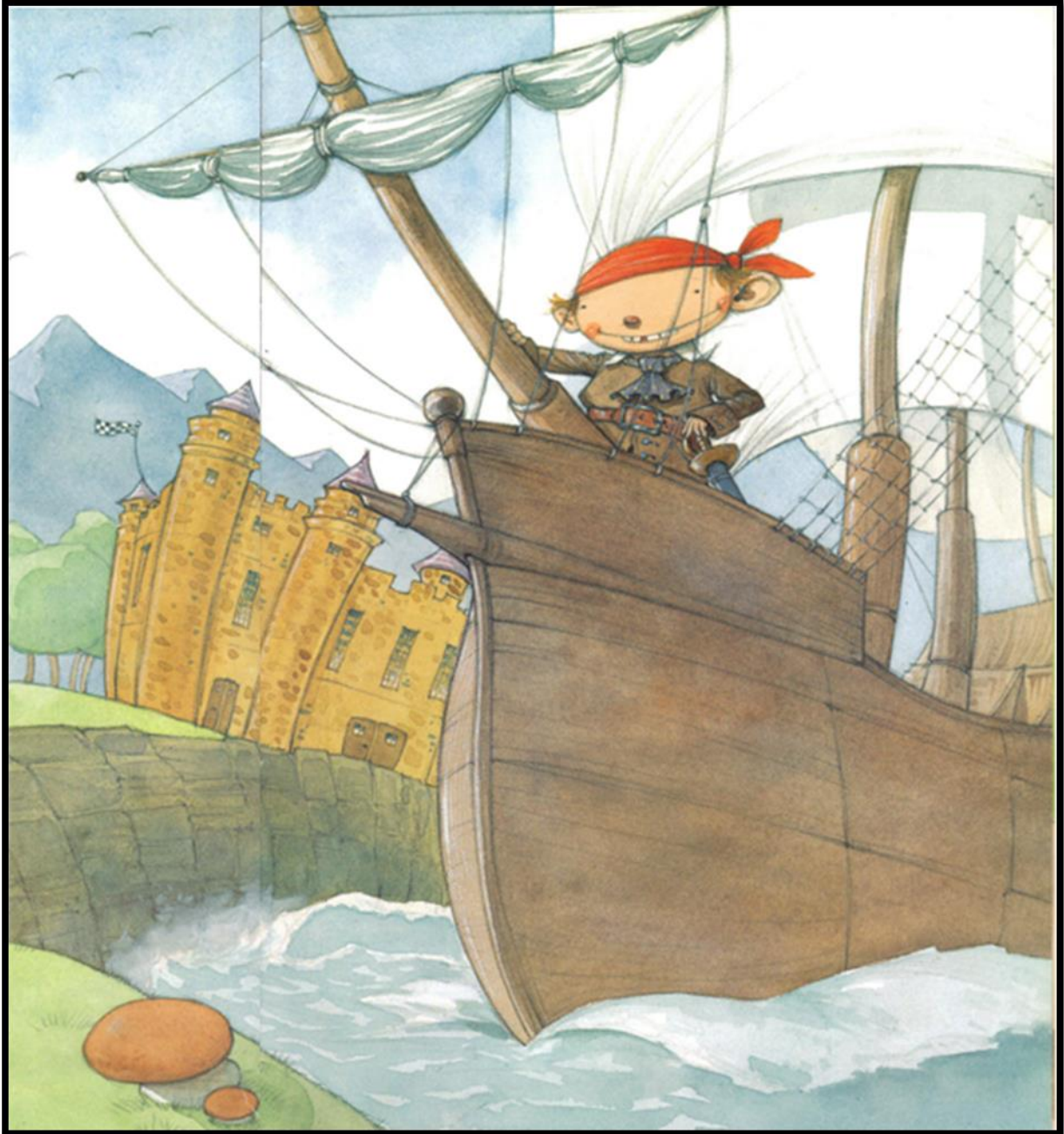
#### **SLOVENIAN (language):**

**SUPPLIES: STRIPED NOTEBOOK**

1. A SHIP ARRIVED, CARRYING ITEMS BEGINNING IN THE LETTER G.  
WHAT ITEMS CAN IT CARRY?



2. FIND AS MANY WORDS AS POSSIBLE IN THE PICTURE, BEGINNING WITH THE LETTER G. HOW MANY OF THEM DID YOU FIND?  
DO YOU ALSO FIND ANY WORDS WITH THE LETTER G IN THE MIDDLE?



3. SINCE YOU DON'T HAVE THIS SHEET, YOU CAN COPY THE IMAGE INTO YOUR NOTEBOOK.



4. WRITE A LARGE RAINBOW LETTER G AND DRAW 10 PICTURES CONTAINING THE LETTER G.



5. WRITE WHAT IS DRAWN BY YOURSELF OR WITH THE HELP OF YOUR PARENTS.

6. WRITE OVER THE LETTER G WITH RE



**SLOVENIAN (literature):**

1. SET UP COMFORTABLY, YOU CAN ALSO TAKE DRAWING AIDS, IT'S A FAIRY TALE.

2. YOU WILL LISTEN TO THE FAIRY TALE THROUGH YOUR COMPUTER OR PHONE, SO YOU CAN DRAW ALONG, BUT LISTEN CAREFULLY SO THAT YOU CAN ANSWER THE QUESTIONS AT THE END.

3. SOME CHILDREN DO NOT HAVE BROTHERS AND SISTERS, SO WE CALL THEM AN ONLY CHILD.

- WHAT DO YOU THINK IS GOOD IF YOU ARE THE ONLY CHILD IN THE FAMILY?
- WHAT ARE THE GOOD PROPERTIES OF HAVING MORE CHILDREN IN THE FAMILY?

TODAY YOU WILL LISTEN TO A FAIRY TALE ABOUT THE BOY VIDEK, WHO IS ONE OF THE SEVEN CHILDREN IN THE FAMILY. IT IS NICE WHEN THE FAMILY IS LARGE, BUT HE ALSO HAD A PROBLEM.

[KDO JE NAPRAVIL VIDKU SRAJČICO](#)

( <https://www.youtube.com/watch?v=M4b0dL1sryM> )

4. ANSWERS TO QUESTIONS:

- HOW CAN YOU TELL VIDEK LIKED ANIMALS?

• WHAT DID VIDEK SEE THE MOST DIFFICULT BECAUSE HE WAS THE YOUNGEST OF THE SEVEN CHILDREN?

• WHO ALL HELPED WITH MAKING A NEW SHIRT?

• HOW DID THE SHEEP HELP HIM?

• HOW DID THE SHRUB HELP HIM?

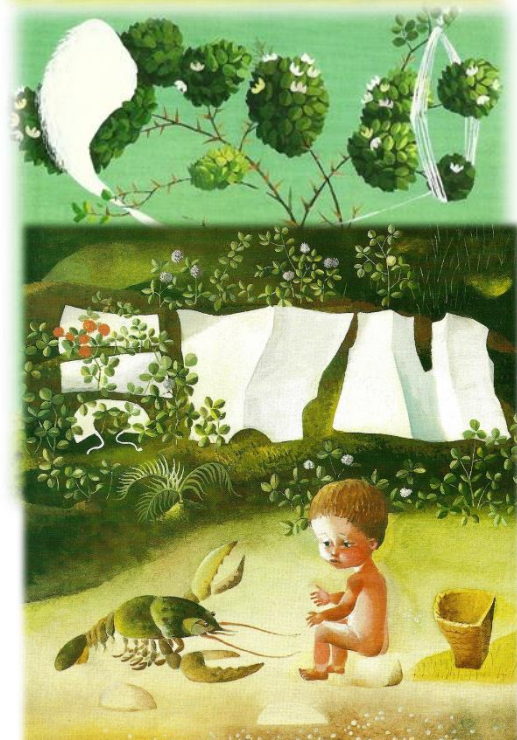
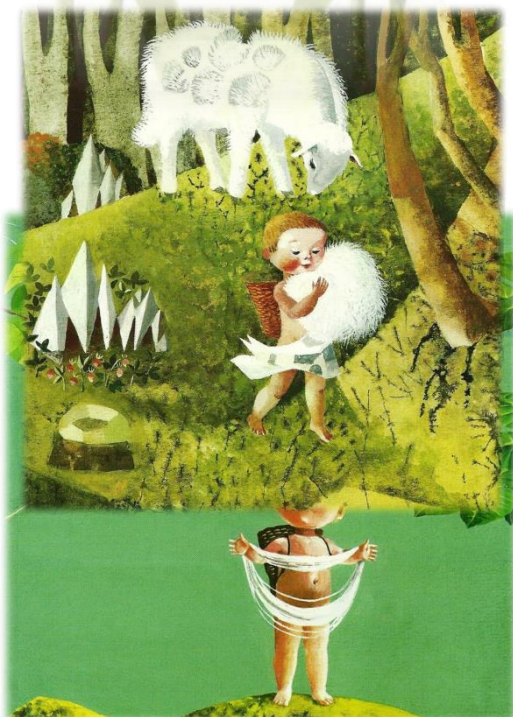
• WHAT DID THE SPIDER DO?

• HOW DID THE CRAB COME TO HELP HIM?

• CAN BIRDS REALLY SEW?

• WHAT WAS VIDEK'S NEW SHIRT LIKE?

5. TELL A STORY NEXT TO THE PICTURES.

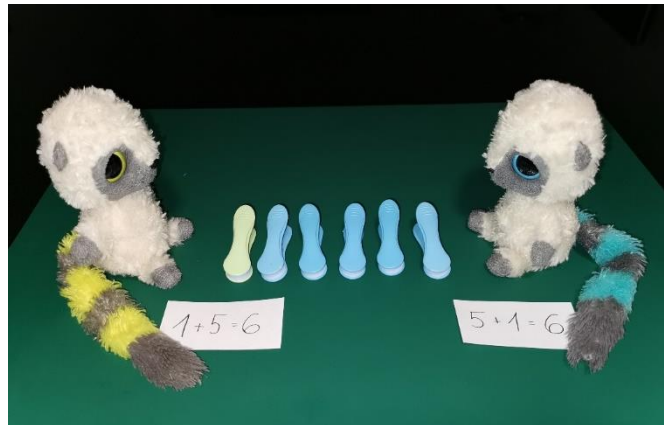




## MATHEMATICS:

SUPPLIES: PLAYED BOOKLET

### 1. RUMENKO AND PLAVKO PLAYED WITH CLOTHESPINS



THEY WERE INTERESTED IN HOW MANY CLOTHESPINS THEY USED TOGETHER, SO THEY EACH WROTE THEIR AMOUNT.

HMMMM, DO THEY HAVE THE SAME AMOUNT?

WHICH OF THEM WROTE THE CORRECT PROCEDURE?

BOTH OF THEM, OF COURSE. YOU ANSWERED CORRECTLY ☺.



WHEN ADDING (GIVING TOGETHER), WE ARE INTERESTED IN HOW MANY THINGS WE HAVE AT THE END TOGETHER. IT DOESN'T MATTER THE ORDER HOW WE ADD THESE THINGS.

IF I PUT APPLES IN A BOWN FIRST AND THEN ADD PEARS, I WRITE THE INVOICE AS FOLLOWS:  $3 + 2 = 5$



BUT IF I FIRST PUT THE PEARS AND THEN THE APPLES, MY ACCOUNT IS THIS:  $2 + 3 = 5$

HOWEVER IT IS WRITTEN, THERE ARE ALWAYS 5 PIECES OF FRUIT IN THE END IN THE BOWL.

SO CAN I CLAIM THAT  $3 + 2 = 2 + 3$ . AM I RIGHT?

2. RUMENKO AND PLAVKO TRIED AGAIN.

CONSIDER WHAT PROCEDURE WAS WRITTEN BY RUMENKO AND WRITE IT ON A SHEET.

WHAT ABOUT PLAVKO? WRITE DOWN HIS PROCEDURE.



DO THEY ALSO HAVE THE SAME NUMBER OF CLOTHESPINS AT THE END?

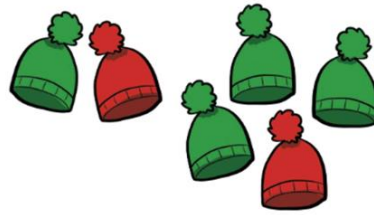
3. WRITE THE TITLE IN THE CHARACTER BOOKLET: **EXCHANGE NUMBERS**

LOOK AT THE PICTURE AND DRAW IT IN A BOOKLET.

HOW MANY FRUIT ARE IN THE PICTURE?  
WRITE TWO ADDITIONAL PROCEDURES.



DRAW THIS PICTURE.  
HOW MANY HATS ARE THERE?  
WRITE TWO ADDITIONAL PROCEDURES.



### **KNOWLEDGE OF THE ENVIRONMENT:**

THE TOPIC OF THIS WEEK IS PLANTING. YOU WILL PLANT BEANS OR ANY OTHER SEED YOU HAVE AT HOME (PEAS, LENTILS, SALAD, CARROTS, PUMPKINS, FLOWERS). YOU WILL FOLLOW IT'S GROWTH.

YOU NEED:

- 3 YOGHURT POTS OR ANY OTHER THAT YOU HAVE



DON'T FORGET TO MAKE HOLES IN THE BOTTOM OF THE YOGHURT POT SO THAT THE EXCESS WATER CAN DRAIN AWAY. CONSIDER WHAT HAPPENS IF YOU DON'T MAKE A HOLE.



- SOIL

IT IS NOT NECESSARY TO BUY SOIL, YOU CAN TAKE IT FROM THE FOREST OR FROM THE MEADOW.

- 3 BEAN SEEDS (OR ANY OTHER SEEDS)
- 3 SMALL SHEETS OF PAPER, ADHESIVE TAPE OR GLUE
- BLANK NOTEBOOK

WORK PROCEDURE:

IF NOT PLANTING OUTSIDE, PROTECT THE SURFACE WITH MAGAZINE OR PAPER WIPERS.





1. FILL THE POTS WITH SOIL.

2. PUSH THE SEED INTO THE SOIL WITH YOUR FINGER.

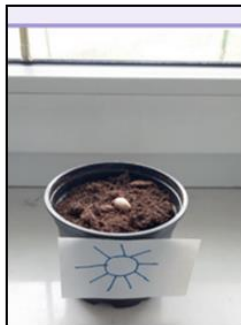


3. DRAW A DROP AND THE SUN ON THE FIRST POT. PUT IT ON A WINDOW SHELF AND ADD WATER.

CHECK THE SOIL WITH YOUR FINGER: IF YOU HAVE NO SOIL LEFT ON YOUR FINGER, IT MEANS THAT THE PLANT IS DRY, SO WATER IT. IF THE SOIL REMAINS ON THE FINGER, IT MEANS THAT THEY HAVE ENOUGH MOISTURE AND YOU WILL WATER IT THE NEXT DAY.



4. DRAW THE SUN ON THE SECOND POT. PUT IT ON A WINDOW SHELF AND DO NOT WATER IT.



5. DRAW A DROP ON THE THIRD POT. PUT IT IN A CLOSED CABINET OR BOX TO MAKE IT DARK. WATER EVERY SECOND OR THIRD DAY.



AT THE LINK BELOW YOU CAN WATCH AN INTERESTING VIDEO HOW BEANS GROW.

[KAKO RASTE FIŽOL](https://www.youtube.com/watch?v=w77zPAfVTuI) ( <https://www.youtube.com/watch?v=w77zPAfVTuI> )

**ART:**

SUPPLIES: 2 WHITE SHEETS OF A4 PAPER, SCISSORS, GLUE, PAINTS

HAVE YOU ALREADY NOTICED THIS SPRING ANNOUNCER THIS YEAR? JUST WHY DO WE CALL IT A SNOWDROP?

SEE HIS FLOWER AND LEAVES.

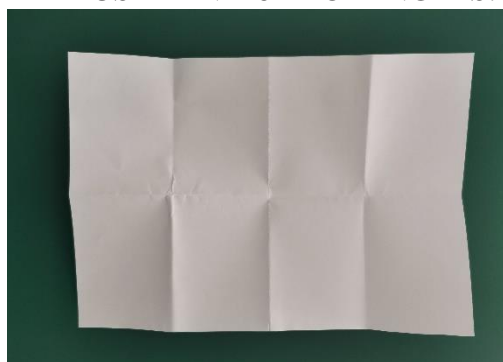


TODAY YOU WILL MAKE THE SNOWDROP FLOWERS FROM PAPER, CUT OUT ITS LEAVES, STICK IT ALL ON THE PAPER SHEET AND DRAW THE STEM.

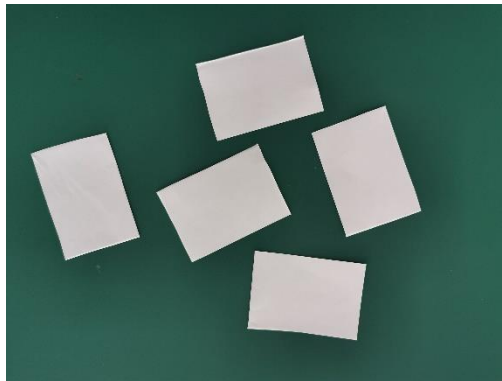
1. FOLD A SHEET OF PAPER IN HALF, STRETCH BACK AND CUT ACCORDINGLY THROUGH THE LINE.



1. SAVE ONE HALF, FOLD THE OTHER THREE TIMES. WHEN YOU STRETCH IT BACK IT MUST HAVE 8 RECTANGLES.



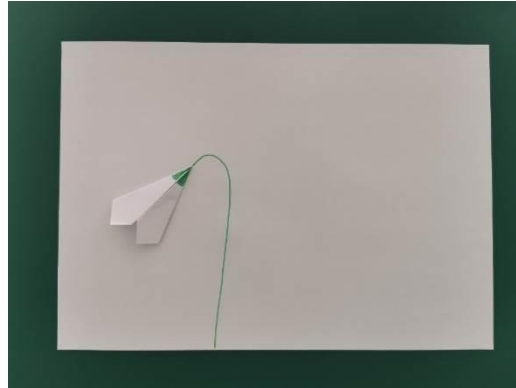
3. CUT THE SHEET ACCORDINGLY TO THE LINES SO THAT YOU GET 8 EQUAL RECTANGLES.



4. MAKE A FLOWER FROM A SMALL RECTANGLE ACCORDING TO THE INSTRUCTIONS IN THE PICTURES.



PAINT THE TOP OF THE FLOWER WITH GREEN PAINT AND STICK IT ON A BLANK SHEET. ADD THE STEM.



6. STICK AND DRAW AT LEAST 5 SNOWDROPS ON THE SHEET IN THIS WAY. CONSIDER WHETHER ALL FLOWERS ARE THE SAME HEIGHT IN NATURE AND CONSIDER THAT WHEN WORKING.

7. USE HALF OF THE LEAF LEFT BEFORE YOU LEAVE TO MAKE SHEETS. THE LEAVES ARE NARROW, SPARMONED. I SUGGEST THAT YOU DRAW THE LEAVES FOR ALL THE BELLS FIRST, COLOR THEM AND AT LAST CUT AND PASTE THEM.

8. WHEN THE SNOWDROPS ARE COMPLETED, YOU CAN ADD MORE GRASS.

9. WHAT WAS CREATED, A PICTURE OR A DRAWING? WHY?

### **SPORTS:**

SUPPLIES: SOME PLUSH TOYS, BALL, CHAIR

1. FIND SOME PLUSH TOYS AND PLACE THEM ON THE GROUND. LIE ON YOUR BACK, LET THE TOYS BE AT YOUR FEET. GRAB ONE TOY WITH YOUR FEET AND CARRY IT FOR YOUR HEAD. REPEAT.



2. PLACE A CHAIR IN THE MIDDLE OF THE ROOM. RUN AROUND IT, THEN SLIDE UNDER IT LIKE A SOLDIER. REPEAT FIVE TIMES.



3. GO ON ALL FOURS WITH YOUR BELLY UP AND CIRCLE THE CHAIR. TO MAKE THE CHALLENGE HARDER, PUT A BALL OR CUP ON YOUR BELLY. NEXT ROUND GIVE A BALL OR A PLUSH TOY BETWEEN YOUR KNEES AND TRY TO GO AROUND THE CHAIR THAT WAY.



MUSIC :

YOU DEFINITELY REMEMBER THE MUSICAL FAIRY TALES OF PETER AND THE WOLF, WHICH WE LISTENED TO IN CANKARJEV DOM. THE MUSIC WAS PLAYED BY THE POLICE ORCHESTRA. THE ORCHESTRA IS A LARGER GROUP OF MUSICIANS WHO PLAY DIFFERENT MUSICAL INSTRUMENTS. DO YOU REMEMBER ANY MUSICAL INSTRUMENTS?



ORCHESTRA IS LEAD BY THE CONDUCTOR. THE CONDUCTOR HAS A DIRECTOR'S STICK IN HIS HAND AND SHOWS HIS MOVEMENTS WHEN HIS MUSICIANS SHOULD PLAY LOUDER, QUIETLY, FAST, LIVELY, WHEN ANY MUSICAL INSTRUMENT IS ANNOUNCED.



SEE THE VIDEO WHERE THE ORCHESTRA IS CONDUCTED BY A TALENTED SEVEN-YEAR-OLD CONDUCTOR.

DURING THE VIDEO, YOU SHOULD TRY TO BE A CONDUCTOR YOURSELF, USE A STICK LIKE OBJECT FOR THE CONDUCTOR'S STICK.

### MLADI DIRIGENT

<https://www.youtube.com/watch?v=oxvYr6o6SSY&list=PLZy3u3G0TcSHETjjBcbo0wtlMGA8t3pNd&index=3>

### **CONCLUSION:**

Teachers, students and parents had to adopt a different way of teaching, learning and helping because of the overnight epidemic. In doing so, we have shown a great deal of flexibility and tolerance. Teachers and parents in particular became more connected, and due to more frequent communication, a special bond was forged between us. Given the uncertain future, we can expect similar challenges, I believe we will be better prepared for them this time. Since parents and students have responded well to the remote work described above and all have successfully followed it, I will maintain the same system in possible similar situations, while at the same time adapting and upgrading it.

### **LITERATURE AND SOURCES:**

[ 1] MIZŠ, (2020). Sklep o ukrepih za nemoteno opravljanje vzgojno-izobraževalnega dela v osnovnih šolah v šolskem letu 2019/2020. Ljubljana: Ministrstvo za izobraževanje znanost in šport.

[2] ZRSŠ, (2020). Izobraževanje na daljavo: priprava navodil učencem. Pridobljeno na spletnem naslovu <https://podpora.sio.si/izobrazevanje-na-daljavo-priprava-navodil-ucencem/>

[3] ZRSŠ, (2020). Izobraževanje na daljavo: Razredna stopnja. Pridobljeno na spletnem naslovu <https://podpora.sio.si/izobrazevanje-na-daljavo-razredna-stopnja/>

[4] MIZŠ, (2018). Učni načrt. Program osnovna šola. Slovenščina. Ljubljana: Ministrstvo za šolstvo in šport, Zavod RS za šolstvo.

[5] Levstik, F., 2017, Kdo je Vidku napravil srajčico, Mladinska knjiga Založba