

# Checklist for Planning and Implementing a Virtual Field Trip

- Choose a location that supports your content standards
- Gather media and information for students to explore
  - Find photos, videos, websites, articles, live webcams, etc.
- Plan your VFT itinerary
  - Do you want students to visit the resources in a specific order?
  - Do you want students to explore the resources in whatever order they'd like?
  - Do you want to use a graphic organizer to help students organize what they learn during the trip?
  - Do you want students to complete tasks during the trip?
    - Field trip log
    - Respond to questions
    - Multimedia project
- Choose a tool for building your VFT. Think about:
  - The types of media you want students to access
  - The amount of time you have for students to take the trip
  - The age of your students
  - The tasks you want them to complete during the trip
- Choose whether students will take the trip individually, with a partner, in a small group, or as a whole class
- Create your VFT
  - If you want students to visit resources in a specific order, create your VFT in a way that guides them through resources in that order
- Walk through your VFT before taking the trip with your students
  - Make sure all links are active
  - Think about detours your students might take and brainstorm ways to keep them on track
- Model how to navigate the VFT if students will be taking the trip on their own
  - Show students how to get back to the VFT if they get off track
  - Explain your expectations (graphic organizer, tasks, etc.)