# Online Expectations for Students – Video Conferencing

## Student Etiquette for Online Learning

1. **Sign in with an appropriate name and use your school account** If you are calling in, dial \*67 first so you don’t publish your phone number to the whole class.
2. **Choose an appropriate work environment.** Of course your family and possibly siblings will be in the house. Think, what is in your background that you are sharing with your teacher and classmates? Don’t walk around the room with your device or take your device to the bathroom! Keep your camera still.
3. **Mute your microphone**: If you are not talking, your microphone should be on mute at all times. If you do not have permission to be photographed or you don’t want to share your environment, you can turn the camera off.
4. **Participate:** Share ideas and questions that are appropriate and related to the topic being discussed. Make sure to talk one at a time. Your teacher might have a signal to make turn-taking easier during the class.
5. **Interact:** Don’t use the chat feature unless you are given permission to by your teacher. Discussion should happen through audio only. Be respectful to your teachers and peers. Make sure your comments are school appropriate and kind.
6. **Help Others:** Answering questions during class or providing technology support if you know how to do something they don’t are great ways to help. Students might also connect outside the video conferencing for help from each other as well.
7. **Use Proper Writing Style:**  A virtual classroom is still a classroom. Anything you submit to your teacher should be written using our regular classroom expectations: edit for CUPS, use complete sentences, begin your answer by flipping the question around.
8. **Push “Submit”:** When turning in completed assignments, make sure to push that “submit” button in Google Classroom. If you forget to do so, it will appear that you did not finish the work.
9. **Respect Diversity:** Your classroom should be a safe space. Keep in mind that not all students will have equal access to technology or they might have different things going on in their lives right now.  **Be Kind!**
10. **Academic Vocabulary:** When possible, use academic vocabulary. For example, practice using words like: explain, define, demonstrate, text evidence, claim, equation, digit, etc. This will keep us in the mindset of learning.