

ZOOM Rules



Below are the following online learning rules and expectations. Students must submit the **zoom behavior contract** after acknowledging the rules and expectations.

1. When you enter our virtual classroom, mute yourself (if you aren't already). You can unmute yourself when it is your turn to speak.
2. Try to use the bathroom and eat before we get started.
3. Find a comfortable spot to learn in. It is best to keep your device on a steady surface. I suggest a table because you will simultaneously be writing.
4. Make sure your computer is plugged in or charged. The last thing you want is your computer to die in the middle of class. You must use your computer (no phones or tablets) to log in to zoom.
5. Be on time to the Zoom at the scheduled time. Please see your canvas course for the appropriate times.
6. Gather your supplies and printed work so you are ready to go.
7. Video is required to be on for the entire live session to promote focus. Virtual backgrounds are permitted so long as I can still see your face and the background is not distracting or inappropriate.
8. Always be polite and respectful, pay attention to the speaker, and use the digital platform and its features appropriately.
9. The chat feature in zoom is NOT PRIVATE, so if you are messaging your peers "privately", please remember that I have full access to these transcripts. Majority of the time this feature will be disabled.
10. When you have something to contribute to the discussion, type it in the chat box OR use the "raise hand" button for the teacher to give you permission to unmute yourself so that you can speak.
11. If possible, wear headphones so you can hear better, headphones also help eliminate any background noise. Try your best to find a quiet place, free from distractions.
12. When you have a question, type it in the chat box OR use the "raise hand" button so that you can unmute and ask your question.
13. Make sure you are following the school dress code before signing on.
14. Always use school appropriate language.
15. Limit distractions. You can make it easier to focus on the meeting by turning off notifications, closing or minimizing running apps, and muting your smartphone. Just like in school, cell phones are not permitted during class time.
16. You must log in with your school email and use your REAL NAME. If you are not signed into your school email, you will not be allowed to enter the meeting.
17. Avoid multitasking: You'll retain the lesson better if you refrain from replying to texts or snapchats during class and wait to work other classwork until after the meeting ends.
18. If there is an interruption that causes you to get kicked off the zoom, you will need to rejoin immediately. If you are still having issues that prevent you from rejoining, you will need to email your teacher ASAP.