

zoom Meeting Etiquette

Etiquette (et-i-kit, -ket);
how to act; behave

1. Choose a quiet location in your home.
2. Make sure the light in front of you is brighter than the light behind you.
3. Pay attention to what will be seen behind you.
4. Limit distractions. No eating or drinking during the conference.
5. Keep the audio muted unless speaking.
6. Dress appropriately.
7. Video must be enabled at the beginning so I know you are the one in the video session.
8. Use the Chat feature to ask questions, and be patient for the response. Chat should be used for only related questions, not individual communication among students.
9. Do not use the reactions button or the chat unless asked to.
10. Understand that the first couple of times videoconferencing will be awkward for all of us. We will get through it together.
11. Anyone showing any inappropriate behavior will be removed from the conference.

