

# Virtual Classroom Expectations for Middle School

## **Be Here** - attendance is required at all Zoom classes

- **See and Be Seen:**
  - Be prepared to have your video on (Dress for the day before class)
  - Sit in a chair with your computer on a sturdy surface.
  - Adjust your camera angle to get the best lighting -- Avoid backlighting or use an appropriate background
  - Have your real name (first and last) displayed so we can learn and call each other by name
- **Hear and Be Heard:**
  - Find a quiet place to sit
  - Use a headset, if possible (helps minimize background noise)
  - When in a large group keep your mic muted until prompted by the teacher and use the hand raising or chat tool
  - Listen to others - they may be asking the same question you have!
- Avoid distractions such as cell phones, TVs, texts or other distractions

## **Be Safe & Kind**

- Be helpful to others who are having technical or academic difficulties.
- All language and interactions must be school appropriate at all times.
- Keep images and words from class in the class (respect privacy and don't share screen shots or images of others)

## **Be Honest**

- Share the air time - When speaking keep your points clear and concise.
- Zoom links to your classes are for members of the class only and should not be shared with others.
- Take accountability for your words and actions and how they impact others

## **Set Goals**

- Be on time to your zoom classes & return on time if you are sent off to do work during class.
- Use Google calendar to schedule and keep track of all of your classes. Include the zoom links and passwords in your calendar (teachers will help you to set this up).

## **Let Go and Move On**

- When technology doesn't work take a breath, offer/ask for help or try something new.
- Give yourself and others permission to take things one day at a time. Remember to take a step back, breathe, collect your thoughts, and check your emotions.

