

Zoom Meeting Code of Conduct

1. If you are not speaking in a Zoom class session, please make sure to keep your microphone muted so it does not interfere with everyone's audio.
2. There should be limited outside distractions during our Zoom class sessions (i.e., there should not be other people or animals around you, or anything too distracting on the walls – inappropriate posters, etc. - while in class).
3. All background noise should be kept to a minimum during a Zoom session (i.e., TV sound, radios, dogs barking, etc.). Try to be in a quiet environment.
4. No screen shots or pictures are to be taken during a Zoom class session without permission of all class members.
5. Remember that written messages can read differently than if they were said orally. Keep this in mind while writing responses and questions to other students and to your instructor.
 - Messages written in the Chat window during a session are saved automatically. Be mindful of what you write and share.
6. Be respectful of others while they are talking. Stay off your phones, other devices, and social media to respect your instructor and class members while in class.
7. When you have a question or something you'd like to say, you can use the raise hand function located in the Participant panel.
8. Dress comfortably and professionally.
9. When in breakout rooms for partner or group activities, you are expected to be respectful of your fellow classmates and to work together to complete the activity.
10. You are expected to have access to Sakai while in the Zoom class sessions for any documents or materials you may need in order to complete the in-class activities.
11. If necessary, your instructor may ask you to leave the Zoom class session until all distractions in your environment have been addressed.
12. Do not share the zoom link and password with anyone outside of the class.