

# ONLINE LEARNING EXPECTATIONS

Although we have transitioned to online learning, our expectations of you remain high. The following guidelines will help you make the most of learning remotely. Your timetable will follow your usual schedule, including a tutorial once per week.



## READY

- If possible, find a quiet place where you can work well
- Make sure your device is charged and use headphones if necessary
- Check your Google classroom regularly for tasks, materials, and links to lessons
- Submit any relevant pre-work or information before the lesson
- Log on a few minutes before your online lesson begins
- Let your teacher know immediately if you have problems logging on
- Please inform us in advance if you are unable to attend a lesson



## RESPECTFUL

- Dress appropriately, as you would in college
- Be in camera view for times when you are asked to be on view
- Consider your background and ensure nothing inappropriate is in view. You can change your background or blur if necessary
- Be focused, attentive, and an active participant
- Stay on mute unless you are asked to talk - this helps reduce background noise
- When speaking, use appropriate language and stay on topic
- Speak clearly and don't be too far from your device microphone
- Ask questions using the chat OR the 'raise hand' function



## SAFE

- Do not share lesson links with anyone outside of your class or on any online platform where others can see it
- Do not record or screenshot your lesson at any time to respect others right to privacy and confidentiality