

Protocols for Zoom Virtual Classes



So that all of us can make the most out of our virtual classes, we need everyone's collaboration and demonstrations of integrity. These agreements will help us all learn from a distance.

Protect Your Family's Privacy

- Establish a learning area against a surface that blocks view of everything else, for example: a wall, a closet door, a cabinet, the side of the bed, the side of a table with a long tablecloth hanging down

Make Sure That You Are Clearly Visible

- Sit up straight (don't lie down) where enough light hits your face or turn on a lamp by your side
- Check your square on Zoom to make sure that your entire face is visible on camera

Turn On Your Video and Turn Off Your Mic

- Do your best to keep your video turned on so that your teacher can monitor your comprehension
- When it is not your turn, turn off your mic so that the sounds in your home don't distract the others in the class

Select Speaker View

- Select Speaker View so that you can only see the person speaking at the moment on your screen (unless the teacher requests that you select Gallery View for class collaboration)

Participate Non-Verbally

- Use the hand signals that your class has agreed upon to participate and communicate without turning on your microphone
- Have paper and pencil ready at your side in case they become necessary or useful

Avoid Getting Distracted

- Leave your toys and other devices turned off or far away from your learning area
- Try not to eat during your virtual classes
- Focus on your lesson and don't look at other Internet tabs or programs

Avoid Distracting Others

- Ask your family members to try not to pass in front of the camera
- Keep your pets out of sight
- Use only your real and complete name in your Zoom square
- Don't wear costumes or accessories, or use virtual backgrounds, that distract your classmates

