



Class Meetings @ Home

Class Meeting Guidelines

Be Respectful

- ✓ Wear school clothes
- ✓ Mute your microphone unless talking
- ✓ Be kind
- ✓ Turn off your video if you step away from your device
- ✓ Don't eat during your video call
- ✓ Engage in the main discussion
- ✓ Use the chat feature for class questions, not side conversations, emoji strings or thumbs down

Be Responsible


- ✓ Log in on time
- ✓ Have your materials ready before your meeting begins
- ✓ Use headphones if you have them
- ✓ Pick a quiet spot, away from TV, music, or others talking
- ✓ Check your background:
 - ✓ Make sure anything on video is okay to be seen by others
 - ✓ Make sure you are in a public space, not the bathroom or in your bed

Be Safe

- ✓ Follow school rules for using devices
- ✓ Protect your class link by not sharing it with others
- ✓ Don't take photos or screenshots or record videos during the meeting
- ✓ When the class meet is over, say goodbye and hang up



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