

Zoom Ground Rules

The Zoom meetings provide limited time for us all to be together. It is important that all students feel welcome and have a chance to be heard. Therefore, we need to have some ground rules.

- Students must use their own names to participate in the meeting, please list first name, last name, and if you wish, add preferred gender pronouns. Example Shawn Sheehan (he/him)
- Please wait patiently in the waiting room as it may take some time to connect you. If you get booted from the meeting due to a technology issue, rejoin the meeting and wait patiently in the waiting room. The teacher will admit you as soon as possible. You can also send a message to the teacher through Remind if you are in the waiting room for over a minute.
- Please give everyone a 3-5-minute grace period to join by sitting patiently and waiting for the meeting/lesson to start.
- Everyone should stay muted when you are not speaking so that background noise is kept at minimum and the speaker is not interrupted.
- When acknowledged to speak, please unmute yourself (holding spacebar down is a quick way to unmute). You can also optionally have your cam on. If your connection is poor, you may be asked to turn off your camera, which will improve your audio so that you can be heard.
- All conversation, whether audio or through the chat feature, needs to be respectful.
- Allow me to help other students. When I do this, I will mute others so that I can help the individual student. Please wait patiently (remember that if this were in class, you would be reading a book or doing an assignment while you wait; it's a great idea for Zoom meetings too!)
- We will use the chat feature to ask questions. When you have a question type "Stack" in the chatroom. This way of asking questions will ensure that everyone is heard. Please do not use the chat for conversations unrelated to the lesson. Do not type answers to questions, if a peer is asked a question in chat.
- If your teacher mutes your sound, it does not mean the teacher does not want to hear what you have to say. It means that space is being provided to the speaker without interruption of background noise or talking. If you are feeling frustrated, take a breath and type your question into the chat.
- When the teacher is doing the lesson, sharing a screen, or talking, please do not engage in distracting behavior.
- Throughout the Zoom meeting, you may be asked to participate in group work, do formative assessments or poll questions. It is expected that you will participate fully, try your best, and have a growth mindset.
- Students may be muted, have their video feed turned off, or even be removed from the meeting if they are not acting appropriately.
- After the call, please send an email or Remind text to ask any unanswered questions or to share concerns.