



- Check in with your teacher when you join the meeting ("Hi, \_\_\_\_\_.)
- Be on time and only join at the appropriate time
- Stay engaged (nod or thumbs up) if others are talking
- One person talks at a time
- Mute your mic if you're not speaking
- Raise your hand or use the chat to share ?s or ideas
- Wait for your teacher to call on you
- Teacher leaves the conversation last, end video chat before the teacher

















- Start talking to friends right away before greeting the teacher
- Late to the meeting
- Talking over others/Interrupting
- Not using the mute while others are talking
- Being disrespectful to classmates and/or teacher
- Using the chat to make inappropriate or silly comments
- Everyone talking at once
- Staying on the conversation after everyone leaves