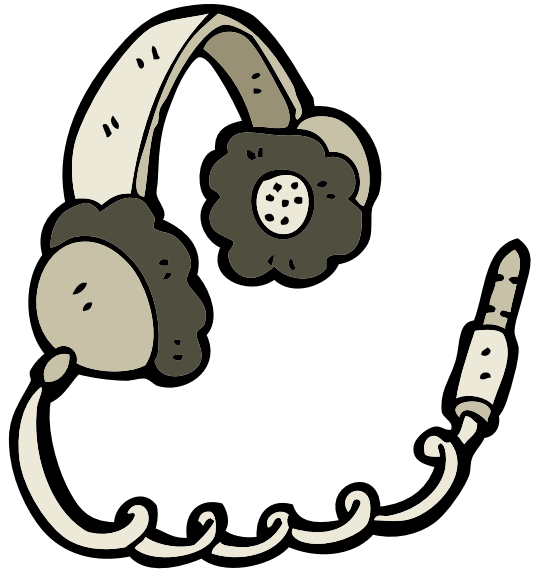


A Respectful Classroom Community: Video Conferencing

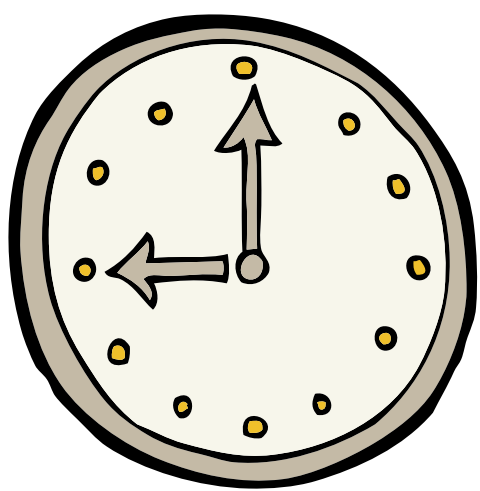
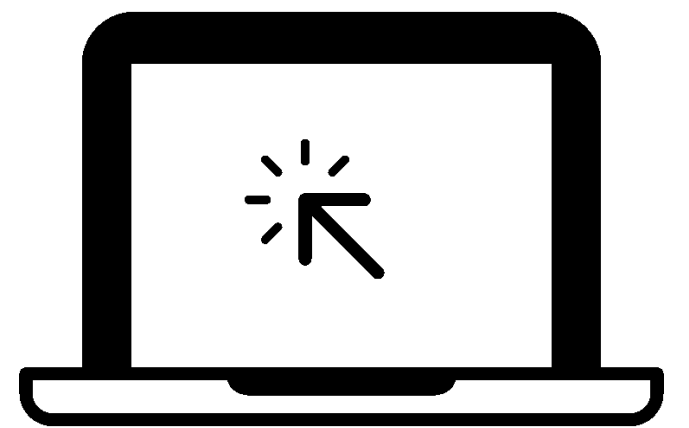


Get set up

- Download the correct software
- Review the features and get familiar with how it works
- What equipment do you need - headphones
- Do a practice run

Set an appropriate video background

- Set a solid colour background, your favourite book, travel destination or sports team.
- Check the camera and make sure it is angled straight and that it is not too close

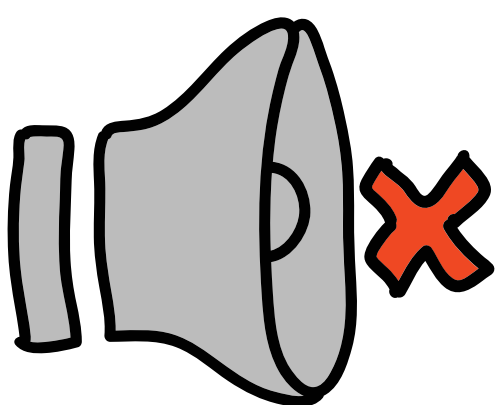


Be prepared and on time

- Log in before meeting time
- Make sure your device is charged and is close to a charging port
- Ensure you have all your required learning materials or have questions ready

Speaking on camera

- Face the screen
- Mute your microphone when you're not speaking
- Unmute yourself when you're ready to talk
- If you have an urgent question or comment, request to speak by raising your hand



Lean In

- Find a quiet spot
- Give your attention to the speaker
- Leave other devices and distractions at the door
- Listen to others when they are speaking
- Interact and engage - we love hearing everyone's thoughts, ideas, questions and opinions!

