Zoom/Online Course Etiquette 2020

- Dress appropriately for class.
- Be aware of your environment, background, lighting and noise; check to see what the camera sees prior to joining class.
- If you do not have a non-distracting or appropriate space, consider using a virtual background (if your bandwidth will support this option).
- Silence your cell phone, devices
- Be on time
- Login with your real name
- **Use your mute button (lower left).** Keep your microphone muted unless speaking is requested; this also filters out unwanted and background noises (kids, dogs, doorbells).
- Chat is a public place to ask a question or add an appropriate comment without interrupting the presenter, greet the class, say thank-you etc.
- Do not eat/snack on camera or with an open mic during class, this is distracting and not something others want to see or hear.