



## Pine Lake Preparatory eLearning Netiquette Expectations

Netiquette ( net + etiquette) is the code of proper conduct applied to virtual online spaces. This code is dictated by common sense rules ( manners ) and social conventions. As we seek to create an online environment that is engaging, respectful, and conducive to meaningful learning, we ask that our students, staff and families follow the Pine Lake Preparatory expectations for appropriate Netiquette.

1. Avoid using the caps lock feature AS IT CAN BE INTERPRETED AS YELLING. Also, avoid using symbols or emojis to represent words, feelings or attitudes.
2. Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post and your message might be taken seriously or sound offensive. As a rule of thumb, it's best to avoid sarcasm altogether in an online classroom or setting.
3. Chat boxes should be used as a place for students to share ideas and ask questions related to the lesson. It can be a helpful resource *or* a major distraction—it all depends on how well students know their classroom netiquette.
4. Always make an effort to use proper punctuation, spelling and grammar. Trying to decipher a string of misspelled words with erratic punctuation frustrates the reader and distracts from the point of your message. Also, avoid slang or abbreviations like “u” for “you.”
5. Be respectful of others and time in all attendance and communications. Parents will be notified of behavior issues.
6. Appropriate dress is mandatory and the expectation is that students will adhere to PLP Dress Down guidelines.
7. Assignments and activities should be completed according to the PLP Honor Code.
8. Participate fully! We want to see our students engaged and participating in the virtual dialogue.
9. Eliminate outside distractions like cell phones, televisions or other electronic devices, pets, etc.