



# NETIQUETTE

*Netiquette is a set of rules for behaving properly online. Your instructor and fellow students wish to foster a safe online learning environment.*

*All opinions and experiences must be respected. Working as a community of learners, we can build a polite and respectful course community. The following tips will enhance the learning experience for everyone in the course:*

- Maintain RESPECT in writing, speaking, and video/appearance. All OTHS handbook policies are maintained.
- Use first and last name when logging into an application.
- Find a quiet place (free from distraction of siblings, TV, gaming, etc.) when on live calls.
- Do not hesitate to ask for feedback.
- Do show up on time for live calls.
- Stay on mute so others can hear well and raise hand/unmute if you have a question/contribution.
- Refrain from drinking or eating in front of the camera.
- Do not dominate any discussion & give other students the opportunity to join in the discussion.
- Be cautious in using Internet language. For example, do not capitalize all letters since this suggests shouting.
- Popular emoticons can be helpful to convey your tone, but do not overuse them.
- Keep an "open-mind" and be willing to express your academically informed opinion. Avoid sarcasm; it can break down communication.
- Forgive and forget. Give others the benefit of the doubt and recognize that you may have misunderstood.
- Share tips with other students!

**Think/edit THREE TIMES before you post!**  
**Remember, this is a class!**

