

# ONLINE LEARNING

## TIPS FOR NETIQUETTE

1

### GENERAL RULES

- Dress appropriately
- Behave online as you would offline
- Be aware of your room/ background



4

### THE 4 PS OF ONLINE LEARNING

- Be polite
- be professional
- be positive
- participate!



2

### CHATS AND DISCUSSION BOARDS

- Give everyone a chance to speak
- Use the chat to ask question rather than unmuting
- Don't take control of the screen!



5

### BE AN ACTIVE PARTICIPANT

- Engage with content on Canvas
- Use the chat function in a video call
- Submit on time!



### YOUR MICROPHONE

- Know how and when to use your microphone
- Unmute ONLY when asked to do so!



### YOUR CAMERA

- Switch on your camera unless told otherwise
- Place device on flat surface & don't move around



3

6