

ARE YOU READY TO zoom?

TIPS TO BE SUCCESSFUL IN YOUR ZOOM CLASSROOM

Be Prepared

Make sure your device is charged. Turn your camera on, if possible.



Be Focused

Choose a quiet place to Zoom, if you can, and use headphones if you have them. Have an appropriate, non-distracting background, or use a virtual one.



Be on Time

Log in with your real name a few minutes before your Zoom class session starts.



Be Polite

Mute your microphone (iPad: upper right corner, computer: lower left corner), except when it's your turn to talk. Raise your hand to speak or type your questions in the chat box if it's enabled.



Be Engaged

Stay focused and participate in the conversation. Look into the camera when you speak.



Be Safe

Don't share your Zoom links or passwords. **Don't record** video or audio. **Don't photograph, livestream or post** any part of your Zoom class to social media.

