

ZOOM Meeting Expectations

SIGNING IN TO THE MEETING

- Please arrive **on time** to the meeting
- You should have all materials ready(ZOOM worksheet printed out, calculator and writing utensil)
- The door will be **locked** after **5 minutes** to prevent disruptions once class has started
- You will be in a “waiting room” before entry to the class and will be invited by the teacher to enter
- You **must** sign in with your first name and last initial. Failure to comply will result in **refusal** to enter class

DURING THE MEETING

- Mic and camera should be **off** and **remain off** during entire meeting time, unless permission is given from teacher
- If you would like to share or ask a question, there is a raise hand feature. Use it and wait for teacher to reply
- **Appropriate behavior** is expected at all times. Once you are removed from the class you will **not** be permitted to re-enter