

# ***DISTANCE LEARNING***

## **VIDEO CONFERENCING ETIQUETTE**

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Now that video conferencing is becoming a thing of the present, what etiquette rules need to be put into place for you and your students? You discuss many types of etiquette rules with your students: classroom etiquette rules, performance etiquette, audience etiquette - what about video conferencing etiquette?

Please review materials and videos before sharing with your students to make sure they fit with any school policy.

### **ACTIVITY:**

1. Have students review the following resources. All of them reference video conferencing in the business world rather than the education world.
2. You can also have students find their own resources: 2 videos, 3 articles and 1 alternative media form (like a podcast) on the topic of video conferencing.
3. Based on what they learned, have students adapt their knowledge into their own list of 10 Do's and Don'ts for video conference etiquette in a classroom situation.
4. If you are using a video platform and meeting with students, have a discussion about the etiquette everyone should follow and then as a group come up with a list of 10 do's and don'ts.

- Video

- <https://www.youtube.com/watch?v=21cdJuV-WvQ>
- <https://www.youtube.com/watch?v=PdvXD2rMY28>

- Audio podcast 2 min

- <https://www.npr.org/2020/03/25/821591023/a-etiquette-primer-for-zoom-and-other-videoconferencing-services>

- Articles

- <https://blog.zoom.us/wordpress/2015/04/21/9-oft-forgot-meeting-tips/>
- <https://www.gend.co/blog/best-practice-tips-for-using-zoom>
- <https://www.westuc.com/en-us/blog/conferencing-collaboration/dos-and-donts-video-conferencing>

