

Google Classroom Expectations for Students Grades 9-12:

- Submit completed work by Assignment due date.
- Open posts to review necessary information and access relevant materials.
- Use Read and Write for Google to complete work on PDF documents.
- Keep track of Assignment due dates by referencing the Classroom Calendar.
- Read and respond to teacher comments as necessary.
- Post questions for teachers by the end of the school day as directed by your teacher (email/comments).
- Check for grades posted in the PowerSchool Portal and/or Classroom Grades as applicable.

Google Meet Expectations for Students Grades 9-12:

- Follow the protocol for distance learning etiquette:
 - Know your surroundings and limit background distractions
 - School appropriate attire is required
 - No eating or drinking; you are participating in a class
 - Test your technology beforehand
 - Be on time for your online class
 - Sign in, say hi, then mute your microphone
 - Be an active listener and participant
 - If you need to leave for a minute, send your teacher a message in Chat
- Use the Chat feature for asking questions and as directed by your teacher.
- Present screen to show work during Meet when requested and as appropriate.
- Take appropriate notes during Meet discussions.
- Do not mute video feed unless asked by a teacher.
- Use virtual background features (blur background / insert image) to provide privacy & ensure the camera is turned on, (this feature will be available in November).
- Use icons for raising hand.
- Interact when asked to do so.
- No taking screenshots or videos of virtual meetings unless instructed to do so by the teacher (this goes along with the computer responsible use policy in the Student Handbook).