

NETIQUETTE

for online classrooms



WHEN PARTICIPATING IN ONLINE DISCUSSION BOARDS

DO:

Check grammar and spelling before posting on online discussion boards

Credit others by citing your sources

Choose standard fonts that are optimized for online reading and font sizes that are easily readable

Be concise

DON'T:

Use sarcasm, profanity, or offensive language

Write in all caps; it can easily be misinterpreted as yelling

Use slang or emoticons

Share private or sensitive information

DURING SYNCHRONOUS CLASS MEETINGS

Keep your video on whenever possible. If you experience internet issues, please communicate with your instructor in a timely manner.

Check your browsers and documents before sharing your screen to avoid sharing content that is inappropriate for class.

Use virtual backgrounds to protect your privacy.

Dress appropriately, just as you would for a face-to-face class.

In large classes, use the mute function when you are not talking.

Wait until another person finishes to start talking.