

# STUDENT SUCCESS GUIDE FOR VIDEO CALL ETIQUETTE

## 1 Think and collect your thoughts Know what you are going to say

Gather your thoughts before you begin speaking.

## 2 What... what are you talking about? Communicate

Stay on topic.



## 3 Practice equity of voice Share the space

It can become harder to make sure everyone who wants to speak has a chance without face-to-face cues. By practicing equity of voice, you can help contribute to an environment where everyone is heard!

## 4 I can hear you Continue to share the space

Mute when you aren't speaking.



## 5 Snaps, snaps, snaps Acknowledge contributions

If it's appropriate, show support for your colleagues when they're speaking. Such as nodding (if your camera is on), showing support in the chat (if the class has agreed to use chat semi-informally) or reactions such as the clapping emoji.



## 6 Stay focused Anything can happen

Things can happen in the background like children and pets Zoom bombing, loud environments, spotty wifi, etc.

Credits:

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