

WHS Biology Netiquette Norms Part I

What's Netiquette? Netiquette is a hybrid word. It combines "net" (meaning 'internet') and "etiquette" (meaning 'respectful behavior') to represent the correct and appropriate way we communicate with each other online. In order to work together online as a class this year, we need to agree to work with "netiquette" and define what it means.

This has been adapted from Mr. Reddy's very hard work.

Your Online Expectations <i>As students you'll try your best to...</i>	My Online Expectations <i>As your teacher I'll try my best to....</i>
- Attend and participate in our online synchronous classes. Be on time.	- Make our online synchronous class clear, informative and fun. Be on time.
- Check your email daily during the school week and complete your work on time; it's better to submit something than nothing.	- Check my email daily during the school week and reply to questions and work submitted ASAP.
- Ask questions and advocate for yourself; there's no shame in needing help, it's important to practice asking for it.	- Always give you clear, valuable feedback to help you learn.
- Keep your camera on at all times and be an active participant in class activities (verbal discussion, teacher-directed chat discussion, participation in polls, etc.)	- Keep my camera on at all times, be responsive to your questions and comments, try to monitor the chat (please feel free to kindly/respectfully alert me to issues I may be unaware of during virtual class time)
- Actively try to rejoin Zooms if connection is ever lost	- Immediately contact the class via Canvas announcements if connection is ever lost or interrupted.
- Uphold and follow all of our Shared Online Expectations (listed below).	- Uphold and follow all of our Shared Online Expectations (listed below).

Our Shared Online Expectations *As members of a class community, we agree to...*

Always Identify Yourself and Who You're Responding To

- Never post anonymously; make sure you include your name with anything written and in the file name of your work.
- Start comments or replies with a greeting to remember that we're talking to other humans. (Example: "Hi Ben, I think...")

Check Your Writing Before You Post

- Make sure you consider the intent and impact of your words; could they be misunderstood? Are they appropriate and useful?
- Make sure you're contributing your best ideas to discussions; review other comments or content before you start or submit yours.
- Make sure your statements are clear and coherent; read your words out loud before you submit them.

Be Digitally Civil

- Don't spam or abuse our class platforms.
- Respect other students' privacy: never pursue or share their information. Don't take screenshots or record during synchronous classes. (Teachers pledge to always ask/prompt if they will be recording or capturing images as well).
- Keep us all safe and do NOT share our Zoom or Google Meet links!!

Netiquette Norms Part II

Class Discussion Norms *Beyond our WHS core values, when we talk to each other we agree to...*

Practice Staying Engaged and Active Listening

- Practice being present and focusing on the conversation you're having.
- Assume positive intent with all communication.
- Active Listening includes: practicing silence to avoid interrupting; withholding judgment; asking clarifying questions.

Take an Inquiry Stance

- Be open to thinking new thoughts and taking a different point of view.
- Ask clarifying questions or rephrase what you've heard to confirm you understand what a person has said before you respond.

Speak Your Truth

- Make sure you're speaking for yourself. Consider using sentence starters like, "In my opinion..." "I notice..."
- Be honest and be your authentic self while being aware of the intent of your words and their potential impact.

Accept Discomfort and Non-Closure

- You're always safe in my class and during our conversations but being safe does not mean always being comfortable.
- If you feel uncomfortable in a conversation, reflect and ask yourself why you're feeling this way.
- It's okay to end a conversation in disagreement or without resolving an issue.

Adapted from the Norms of Courageous Conversations, by Glenn E. Singleton and Cyndie Hays