



THE FALCON WAY

VIRTUAL LEARNING COMMUNITY

	Video Chats Google Meet	Work Spaces Google Classroom & Seesaw	Written Communication Email
Be Safe	<ul style="list-style-type: none">● Choose a distraction free space● Use equipment as intended● Use google meet for school use only or with people you know● Only teacher will record or take screen shots to protect everyone's privacy	<ul style="list-style-type: none">● Use equipment as intended● Only use teacher approved websites	<ul style="list-style-type: none">● Use equipment as intended● Use school appropriate language● Only contact students and staff members that you know
Be Respectful	<ul style="list-style-type: none">● Video on at all times● Audio muted (unless speaking)● Use kind words and faces● One speaker at a time: wait, or use the chat feature to respond● Angle of your camera- keep your face and shoulders on the screen	<ul style="list-style-type: none">● Be supportive of classmates and opinions● Always THINK before posting● Use kind words	<ul style="list-style-type: none">● Use kind words● Limit emails to your teacher by putting all of your questions in one email● Remember everything connected to your @whitnall.com account belongs to the district
Be Responsible	<ul style="list-style-type: none">● Be on time and ready to learn● Come with a charged or plugged in device● Have materials ready● When the teacher ends the chat, leave the meeting● Be present - avoid multitasking● Use hand symbols to show your teacher and classmates you're paying attention	<ul style="list-style-type: none">● Follow class procedures.● Check my "Coursework" Tab for today's assignments● Complete my work as soon as I can● "Turn in" work to the correct location	<ul style="list-style-type: none">● Try to solve your problem first, then email your teacher● Reply to emails sent by teachers