



WEBEX EXPECTATIONS



BE ON TIME

Wake up early
Log on a few minutes before class



BE IN A QUIET PLACE

Find a quiet place
Check your surroundings



BE PREPARED

Computer is charged
Camera is on
Use headphones if you have them



PRESENTATION

Wear appropriate clothing
Sit up straight
Be in camera view



MUTE YOURSELF

Mute yourself when your teacher or another student is talking



PARTICIPATION

Be focused
Be attentive
Be an active participant



CHAT RESPONSIBLY

Raise your hand to speak
Type your question in the chat box



COMMUNICATION

Speak clearly
Look up when speaking
Stay on topic
(no side conversation)



BE RESPECTFUL

R-E-S-P-E-C-T
Be kind
Be considerate

