



BARNARD'S 3B'S FOR ONLINE LEARNING:

BE ATTENTIVE

Find an Appropriate Spot for Learning:

Find a spot without distractions. Sit in an upright position and use a flat working surface for your device and materials. You may want to be near an outlet to plug in your device, if needed. Find a quiet place to help you concentrate.



BE A TEAMPLAYER

Be Patient:

Raise your hand so the teacher knows you have an idea to share or a question to ask. The teacher will unmute you or ask you to unmute yourself when it is your turn. Only one person will be speaking at a time.

Maintain Good Eye Contact:

Look at the camera on your device or the people speaking during zoom.



Be Present in Zoom:

Bring all your attention and focus to your computer screen. To show you are listening, consider nodding or giving a "thumbs up" to a classmate or teacher's comment.



BE SAFE

General Behavior:

Your home is now an extension of Barnard School. Give your best effort as you would in the classroom. Remember, behave as if your camera and microphone are on.

Privacy:

To protect EVERYONE'S privacy, a screenshot or recording anything during the meeting is not allowed.



Think About Your Background:

Please think about what is behind you and what may come into view during the meeting.

Keep the Camera On:

We need to be able to see you on camera to be sure you are on task, and being safe with your body and materials.



Be on Time:

Be sure your computer is charged and you are ready to click on the link to join your Zoom set by the teacher.

Be Prepared with Materials:

Gather your materials in advance (device, papers, pencil/pen) and be ready for the meeting. Keep your charger near you in case you need it.

