## **UWA STUDYING ONLINE ETIQUETTE: Using Zoom and Teams**



Log in using your Student ID and full name



Dress as you normally would for a uni class



Arrive on time and prepared



Sit in a well-lit space with a neutral background



Use a headset with external mic



Close other applications and eliminate distractions



Mute your mic when not speaking



Turn on/off your camera as needed



Use "raise hand" feature to indicate you want to talk



Use chat function to ask questions silently



Do not record/share sessions without permission



Be patient and respectful towards everyone

We expect respect

All UWA students must engage in online learning in a manner that reflects our Code of Conduct. Demonstrate personal responsibility and uphold the University's values in all communications.

