

Zoom Participant Best Practices

Be Prompt



Be on time to each Zoom session.

Be Respectful



Show respect to peers and instructors by being actively engaged in each lesson.

Be Flexible



Understand technical difficulties sometimes arise. Be patient and flexible with changes.

Reduce Distractions



Connect to each Zoom session from a quiet, distraction free space.

Do Not Multitask



Avoid engaging in other tasks during Zoom sessions. Be present and engaged.

Close Email



Avoid responding to email during Zoom sessions unless it's an emergency.

Technical Considerations

Use Camera



Always turn on your video camera and actively engage in each Zoom session.

Do Not Backlight



Use front facing light. Avoid backlighting when possible.

Use Headset



For best audio quality, plan to use a headset during each Zoom session.

Self-mute



When not actively speaking, mute yourself to avoid background noise.

