

QA Participation

Always participate and engage in classroom activities

Remember that cameras must be on throughout all online classes!

How to participate in an online class:

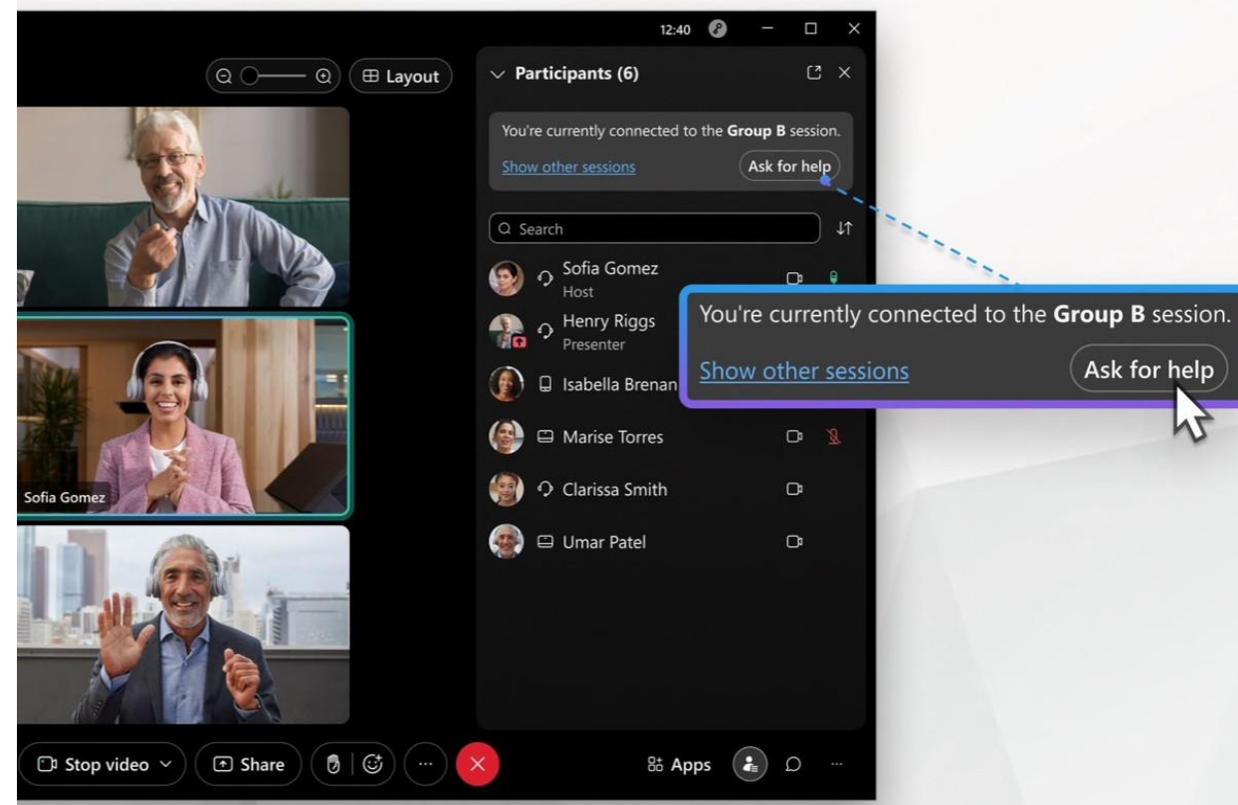
1. Switch on your mic and speak!

It is good netiquette to **raise your hand** first so that you do not speak over other students or your lecturer.

2. Chat box: Share answers, make comments and ask questions.

3. Gestures/emojis: Show your reactions!

4. Breakout rooms: Mics **ON!** Don't be shy to start the discussion with classmates. Share you screen so everyone works together.



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This means that:

- You **should** be in a quiet room, away from distractions and ready to learn.
- You **should not** be engaged in other activities (e.g. driving, shopping, in a restaurant/café, working, asleep, gaming, on another call, watching videos/tv).



QA Online Etiquette



KEEP YOUR CAMERA ON

It is essential that your camera **remains on** throughout the session to ensure **active participation and engagement**.

Did you know that **camera activation and class involvement are the most accurate predictors of student achievement** according to research (Alim, Petsangsri and Morris, 2023)?



USE A LAPTOP OR TABLET

Log in using a **laptop, tablet** or **PC** to be able to use the full features of Webex: chat, zoom, downloading files, breakout rooms, etc.



QUIET SPACE

Find a Quiet Space
Sit in a **quiet room** with no distractions or background noise.



FOCUS

Stay focused on the session
Give your classmates and lecturers your **full attention** and participate in the lesson.

QA Online Etiquette



MUTE YOUR MIC

Mute your microphone when others are speaking in order to **limit background noise**.



ON TIME

Be punctual to class
Arrive on time to the session.
Log in a few minutes early to deal with any technical issues.



PARTICIPATE

Stay Active
Raise your hand or type in the chat box if you have any questions, **participate** in activities and **engage** with everything that the session has to offer.



BE POLITE

Be polite and respectful to your lecturer and your colleagues.