**Zoom Etiquette**

Many of the "rules of the road" that apply to conversations also apply to the use of interactive tools used in this course. Use the following conventions when interacting with the instructor and fellow students:

1. While using synchronous tools, such as Conferences or Zoom, situate yourself in a quiet, private environment. This will help you stay clear of disturbances.
2. If you want to send a personal message to the instructor or to another student, use Conversations rather than the Discussions.
3. Be patient. Don’t expect an immediate response when you post to a discussion or send a message.
4. Respect each other’s ideas, feelings, and experience.
5. Be courteous and considerate. It is important to be honest and to express yourself freely, but being considerate of others is just as important and expected online, as it is in the classroom.
6. Explore disagreements and support assertions with data and evidence.

**Zoom Sessions**

Because of the continued remote instruction requirement due to the COVID-19 pandemic, this course will use Zoom for some synchronous (“real time”) class meetings. Meeting dates and times will be scheduled through Webcourses@UCF and should appear on your calendar.

Please take the time to familiarize yourself with Zoom by visiting the [UCF Zoom GuidesLinks to an external site.](https://cdl.ucf.edu/support/webcourses/zoom/) [https://cdl.ucf.edu/support/webcourses/zoom/]. You may choose to use Zoom on your mobile device (phone or tablet).

Things to Know About Zoom:

* You must sign in to my Zoom session using your UCF NID and password.
* The Zoom sessions are recorded.
* Improper classroom behavior is not tolerated within Zoom sessions and may result in a referral to the Office of Student Conduct.
* You can contact [Webcourses@UCF SupportLinks to an external site.](https://cdl.ucf.edu/support/) [https://cdl.ucf.edu/support/webcourses/] if you have any technical issues accessing Zoom.