








Virtual Classroom Expectations

<p>Prepare for Success</p> 	<ul style="list-style-type: none">• Set up your device in a place that is quiet and as free of distractions as possible. For example, setting up your device in the living room with the TV on will not help you learn!• Dress properly for participating in virtual classrooms. Students should not be in their pajamas/sleepwear during virtual class settings.
<p>Access Canvas</p> 	<ul style="list-style-type: none">• Access Canvas through RCSS Launchpad.• Each of your teachers will use Canvas to provide you with weekly assignments.• You will need to access the Canvas to access these assignments, view resources to help you complete the work, and to submit the work for feedback and grading.
<p>Connect in Microsoft Teams</p> 	<ul style="list-style-type: none">• Access Microsoft Teams to attend mandatory asynchronous meetings with your teacher. (Live teaching sessions)• Check your school office 365 email daily. Meeting invites will be emailed to you by your teachers. Meeting scheduled will be added to your Calendar in Office 365.
<p>Virtual Class Etiquette</p> 	<ul style="list-style-type: none">• Be professional and respectful at all times in the Virtual Teams Classroom. Virtual school follows the same expectations as in person school. Students are expected to be respectful and professional at all times. <p>During each virtual class, students should:</p> <ul style="list-style-type: none">• Use “hand” on your toolbar to ask questions, answer questions, and participate in discussions without interrupting the teacher or other students.• Use appropriate language when communicating orally or via the chat feature in the virtual meeting .• Avoid abbreviations, such as LOL, when sharing responses.• Refrain from engaging in distracting behavior, such as texting or posting to social media All aspects of the Richmond County School System Code of Conduct applies to Virtual School, including but not limited to the use of inappropriate language or gestures, bullying, etc.
<p>Plan for Success!</p> 	<ul style="list-style-type: none">• Make a weekly “class schedule” to help keep yourself on track. Most students have eight classes on their schedule.• If each teacher assigns you two classwork assignments in this learning format it requires much more discipline and independence from students, because you will not have your teachers monitoring you as closely as when we are in school. Therefore, it is critical that you make a weekly “class schedule” for yourself and that you try to stick to it.• Reach out to your teachers for help when you need it. Each of your teachers will provide online “Office Hours” to provide extra help for students who need it. Pay attention to Canvas to find out when your teacher will be available each week so that you can take advantage of their help.
<p>Submit Assignments on Time</p> 	<ul style="list-style-type: none">• Submit weekly assignments no later than 11:59 pm each Friday.• Each week you will be assigned two classwork assignments and one assessment in each class. You can complete the work at your own pace, but all assignments must be uploaded by Friday evening each week.
<p>Review, Revise, and Be Rewarded!</p> 	<ul style="list-style-type: none">• Review written feedback from your teachers and check your grades regularly. Your teachers will continue to give you feedback and grades just as if you were in school.• Review your feedback and check grades in Canvas regularly to monitor your progress and achieve your best!