










Live Virtual Lessons

Expectations for Students

Whether your school is using Teams to conduct virtual lessons, it is important students and their parents/ careers understand the expectations so the lessons are secure and can run as smoothly as possible.

	School Account	When you log in, you must use your school username and password otherwise you will not be admitted into the lesson.
	Be on time	Be ready to join the lesson before the start time, Make sure you have everything you need and your device has sufficient charge.
	Mute yourself	When you enter the lesson, click the mute icon. This helps minimise background noise.
	Camera on or off?	Discuss with the people/person you live with if you will have your webcam on or off during the lesson. Respect your parents/ careers wishes and either turn the camera on or off.
	Eliminate distractions	Do your best to sit in a quiet place. Let your family know when you will be taking part in lessons so they can avoid interrupting you. Close all other tabs and windows unless they are needed for the lesson.
	Neat presentation	Consider your background and clothing. Try to sit in a part of the house where people will not be walking through and make sure you are wearing something appropriate for school - no pjs!
	Chat responsibly	Use the chat option to contribute to the lesson by writing comments and questions appropriate and relevant to the lesson.
	Prepare to share	If your teacher asks you a direct question, then unmute your microphone and share your contribution with the class. You can also share your screen if requested by your teacher.
	Take notes	Make sure you have a pencil/pen and paper ready to write down any notes or ideas and to help you stay focused.