

TUTS HUMPHREYS SCHOOL OF MUSICAL THEATRE

ONLINE LEARNING ETIQUETTE GUIDE

DO'S

Show up for your scheduled class on time.

Come prepared for class. Make sure to have all necessary attire, supplies, notes, and handouts.

Place yourself on mute when first joining class. Unless specifically instructed otherwise, you should remain on mute.

Continue trying to reconnect if your video is interrupted by inclement weather or connection issues.

Make sure your device is working properly before beginning class. Both your video and microphone should be in proper working order.

Stay energized. Just like evening rehearsals, it can be difficult to keep up your energy so remember to stay alert and active.

Make sure to stay fully engaged. All students should be participating equally in class.

DON'TS

Turn off your camera unless instructed. It is very important that instructors can see you at all times so make sure you are always positioned in front of your camera and visible.

Eat during class. Bottled water is acceptable; however, meals should be eaten before or after class.

Speak out of turn. Unless needed for the class, please wait to be called on by your instructor.

Log out of the class when you need to step away. Instead, make sure to inform your instructor first, then turn off your video until you return.

Apply a background to your screen.

Use the chat function for conversations unrelated to class.

Do other things during class such as use your phones, play games, complete other classwork, etc.

WHAT CAN PARENTS DO TO HELP?

Help to minimize class disruptions from students who easily lose focus or have trouble following directions.

Make sure your students have working devices, checking them periodically for functionality.

Limit communication with instructors to email and phone, or after class (if the instructor is available to stay connected). Parents are asked not use class time to speak with instructors or ask questions.