

B
Be HERE
E
Excellent

Log in on time
Be actively engaged and make yourself visible
Have a backup plan in you get disconnected
Create a schedule/space to complete assignments

Organize your materials, be prepared
Stay on top of assignments
Reach out to your teacher for help
Share and collaborate
Write in complete sentences

A
Accepting

Follow instructions
Wait for your turn to speak or contribute
Use the raise your hand feature
Minimize distractions
Use chat features appropriately

R
Respectful

Mute microphone when others are speaking
Respect others' perspectives
Use kind words
Use Proper text etiquette (i.e., ALL CAPS, bold, Italics, sarcasm/ jokes, etc.). Can be misinterpreted in a digital space
Value school property

S
Safe

Report disrespectful behavior
Use kind words and kind faces
Use equipment as intended
Keep other's privacy in mind
Be supportive of others
Resolve conflict peacefully

