



## Virtual Learning Day Expectations

**Sample Matrix for Behavior Expectations**

We are...	Entering a Class	Teacher-Led Whole Group Instruction	One-on-One Instruction	Small Group Activities (Breakout Rooms)
<b>SAFE</b>	<ul style="list-style-type: none"> <li>Choose a distraction- free space</li> <li>Use equipment as intended</li> <li>Use kind words and faces</li> </ul>	<ul style="list-style-type: none"> <li>Ask in chat if you need help</li> <li>Use kind words and faces</li> </ul>	<ul style="list-style-type: none"> <li>Use kind words and faces</li> </ul>	<ul style="list-style-type: none"> <li>Use “stop-leave-talk” when you hear disrespect</li> <li>Encourage others to participate</li> <li>Use kind words and faces</li> </ul>
<b>RESPECTFUL</b>	<ul style="list-style-type: none"> <li>Video on</li> <li>Audio off</li> <li>Use chat with classmates for first 5 minutes</li> </ul>	<ul style="list-style-type: none"> <li>Video on</li> <li>Audio off</li> <li>Answer questions in chat box on cue</li> <li>Answer polls promptly</li> </ul>	<ul style="list-style-type: none"> <li>Video on</li> <li>Audio on</li> <li>Listen attentively</li> <li>Answer questions out loud on cue</li> </ul>	<ul style="list-style-type: none"> <li>Video on</li> <li>Audio on</li> <li>One speaker at a time: wait or use chat to respond when others are talking</li> <li>Respect others’ cultures, opinions, and viewpoints</li> </ul>
<b>RESPONSIBLE</b>	<ul style="list-style-type: none"> <li>Be on time and ready to learn</li> <li>Device charged or plugged in</li> <li>Have materials read</li> </ul>	<ul style="list-style-type: none"> <li>Ask questions (voice or chat) when you have them</li> <li>Be present – avoid multitasking</li> </ul>	<ul style="list-style-type: none"> <li>Ask questions out loud when you have them</li> <li>Try your best</li> <li>Be present – avoid multitasking</li> </ul>	<ul style="list-style-type: none"> <li>Encourage each other to stay on topic</li> <li>Complete the work together</li> <li>Use “Ask for Help” button if you have questions</li> <li>Be present – avoid multitasking</li> </ul>