



ORMISTON COLLEGE

RULES FOR TEAMS MEETINGS



BE ORGANISED, PREPARE YOUR MATERIALS BEFORE THE MEETING.

BE ON TIME.

CHECK IN THROUGH CHAT WHEN YOU ARRIVE.



TURN OFF YOUR CAMERA. ONLY TURN IT ON IF ASKED.

LOOK AT THE CAMERA, NOT THE SCREEN.



MUTE YOUR MICROPHONE.

WAIT FOR THE TEACHER TO CALL ON YOU BEFORE YOU UNMUTE YOUR MICROPHONE.



SHOW YOU'RE ENGAGED.

GIVE A THUMBS UP WHEN ASKED.

USE THE CHAT TO RAISE IDEAS OR ASK QUESTIONS.



UNACCEPTABLE BEHAVIOUR HAS CONSEQUENCES.

RESPECT, RESPONSIBILITY AND INTEGRITY ...

YOUR ACTIONS ARE BEING RECORDED.



WEAR YOUR ORMISTON COLLEGE UNIFORM.

BE MINDFUL OF WHAT IS IN THE BACKGROUND.

