

Session Guidelines

In order to get the most out of the sessions, please follow these guidelines for all webinars during the course. We have found people have very different assumptions about Zoom, so this is well worth reading:

- Be on time. On time means 5 minutes before the webinar starts to be able to settle in (not coming five after because you had another call until the hour and then had to get tea, etc). Stay until the end obviously too - the calls are not “drop in” and out, light entertainment.
- Find a quiet place (not in a café, and especially not driving!) where you have privacy and room to practise safely. Outside or walking in nature is okay if your signal is stable and you can watch the screen from time to time.
- If you have children you will need to find childcare for the calls, so as not to divide your attention. We understand this can be difficult or can cost money, and it is still a standard on FEC and CEC.
- Always make sure your internet connection is sufficient for video.
- Keep your camera on. This helps people stay focused and engaged, as well as it supports the teachers a lot to see your responses and keep the webinar relational.
- We recommend using “hide self view” (go to your picture and click on the three dots in the upper right corner), this helps to be more present.
- No mailing or phone calls during webinars at all please – keep your focus on the content.
- No side chat or deepening questions during webinars as this distracts presenters and other students. You wouldn’t shout out during a face-to-face workshop right? Do feel free to ask if something was just totally unclear though for a quick clarification (and you can DM our assistant “translators” if needed)
- If you really can’t be alone, please use headphones for confidentiality and because we may swear.

- We encourage you to move, stretch or do easy chores during the call - all movement is okay as long as it doesn't take your attention away. You don't have to stay sitting in a chair like in school :-)
- Feel free to take notes but not at the expense of practise. There are handouts and webinars get recorded for you to review on the learning platform.
- Dress so you can move, and as you would for the place where you want the biggest skill transfer to happen.
- Cats are welcome.

In short: treat the zoom calls how you would an in-person seminar.

We know these may sound obvious or like a lot of rules, but we have found they do need pointing out to some (hey, Zoom is new), and really help both staff and participants.