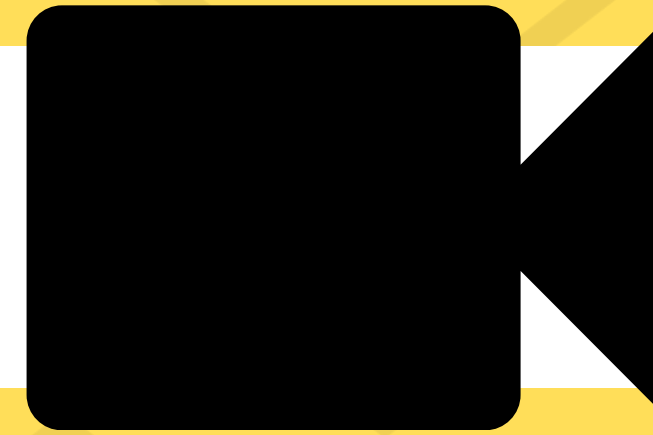




**LONG BEACH** STATE UNIVERSITY  
**STUDENT CONDUCT** and  
**ETHICAL DEVELOPMENT**

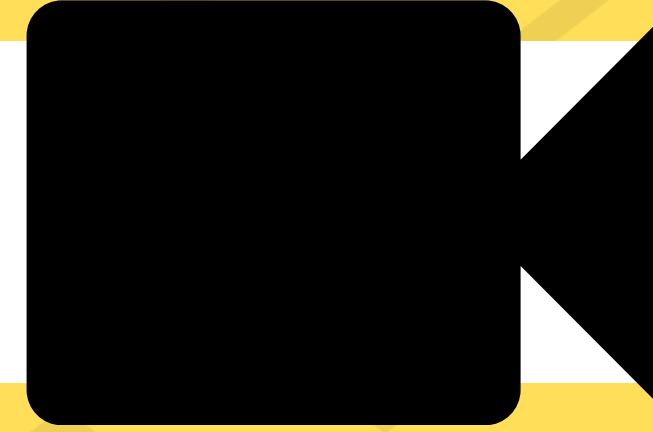
# Zoom Etiquette for Students @ The Beach

# Zoom Etiquette Tips for Students



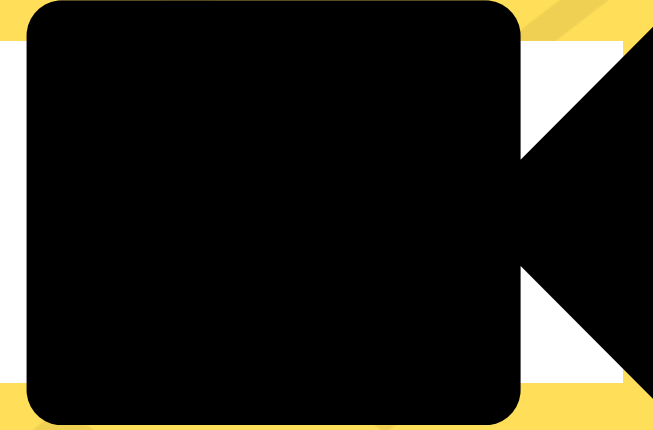
- Make sure that your name is displayed clearly for your instructor to see.
  - Contact your faculty if you would like to use a different name.
- Make sure that your profile picture is classroom appropriate.
- Ask for and receive permission before you screen shot and/or record a lecture.
- Do not operate a vehicle while participating in a Zoom session.

# Zoom Etiquette Tips for Students



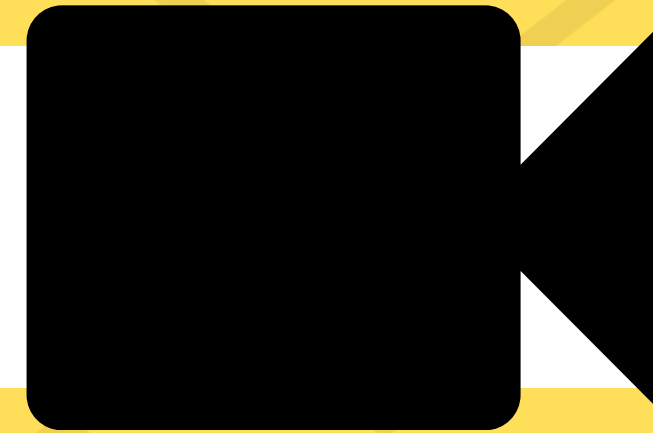
- Be aware of your surroundings as others can see behind you.
- If using a zoom background, select one that that limits distraction.
- Be fully dressed.
- Identify yourself before speaking for clarity and recognition.
- At all times, use respectful and appropriate language and grammar.

# Zoom Etiquette Tips for Students



- Be mindful of all digital communication and course expectations that your faculty provides.
- Do not share the Zoom meeting information without faculty approval.
- If you require accommodations contact the Bob Murphy Access Center (BMAC) [bmac@csulb.edu](mailto:bmac@csulb.edu)
- Students are expected to follow all CSULB Campus Regulations and the Standards for Student Conduct for both face-to-face and remote learning [www.csulb.edu/studentconduct](http://www.csulb.edu/studentconduct).

# Zoom Etiquette Tips for Students



- To speak in class, follow your faculty's directions such as: use the raise your hand feature and wait to get called on or send your instructor a private message using the chat function.
- Utilize mute when entering a class and remain muted when you are not speaking.
  - Only use the chat to share information relevant to the course.
  - Please note that the host can see all private chats.
  - If you have more to discuss, email your professor or attend office hours.

# ZOOM ETIQUETTE TIPS FROM FACULTY

**Stay on Topic:** Group discussions are an opportunity for shared questions to be addressed. It is not a forum for one student to explain their reasons for not engaging in assigned materials. If you have concerns about a particular assignment, please email your faculty directly.

**Respect Others:** When you are present in the Zoom class or are placed within a breakout room, be respectful of other opinions, experiences, and keep to the discussion topic.



# ZOOM ETIQUETTE TIPS FROM FACULTY

- **Be Factual:** Please be open to course content feedback and don't limit yourself to what you already know.
- **Address your faculty by their title and name, e.g. Professor Smith or Dr. Jones:** Reference to gender/marital status (e.g. Mr. Ms. Mrs.) is not typical in academic settings (unless one of your professors specifically advises differently). Your faculty will appreciate this courtesy.



# ZOOM ETIQUETTE TIPS FROM FACULTY

**Be Cordial:** Please don't ask questions that demean your classmates or answer questions without listening to what is being said. When you ask questions, please be polite and listen fully to answers without trying to talk over others.





# Contact OSCED



**LONG BEACH STATE UNIVERSITY**  
**STUDENT CONDUCT** and  
**ETHICAL DEVELOPMENT**

**Office of Student Conduct & Ethical Development**

Phone: (562) 985-5270

Email: [student-conduct@csulb.edu](mailto:student-conduct@csulb.edu)

Website: [www.csulb.edu/studentconduct](http://www.csulb.edu/studentconduct)

Instagram: @csulb\_sced