**MR. MARCEAU’S** CLASSROOM MATRIX

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|  | **BE**  **RESPECTFUL** | **BE**  **RESPONSIBLE** | **BE**  **SAFE** |
| VIRTUAL CLASS SESSIONS | -Only unmute when teacher says to do so or calls on you by name  -Use headphones if needed  -Wear appropriate clothing  -Raise hand  -Type in the chat box  -Stay on topic | -Log on a few minutes before to make sure sound & video are ready  -Have all necessary supplies  -Device is plugged in or fully charged  -Sit up straight  -Participate | -Do not share codes, passwords, etc. with others  -Only use given codes  -Click on trustworthy links/sites  -Use academic language  - No audio or visual recording without permission |
| NON-ATTENDANCE DAYS | - Contact teacher during office hours (I will be teaching live on your non- live days)  -Contact classmates during acceptable times  (7 AM- 7 PM)  -Be kind & scholarly when interacting with peers | -Check Microsoft Teams daily for materials & assignments  - you MUST turn in the non-attendance day assignment for attendance purposes  -Have work done by your next scheduled live period | -Use your own words and thoughts on assignments (don’t plagiarize)  -Click on trustworthy/given links & sites  -Monitor your social media/on-screen time |
| ASSIGNMENT  COMPLETION | -use academic language  -turn in your best work, not the minimum  -don’t copy classmates’ answers  -don’t allow classmates to copy your answers | -read directions thoroughly  -ask 3 classmates before me if you have questions  -ask teacher if you need additional help  -turn in by due date & time | -Use your own words and thoughts on assignments (don’t plagiarize)  - Double check that you turned in the work & attached files if needed |
| ASSESSMENTS | -use academic language  -turn in your best work, not the minimum  -don’t copy classmates’ answers  -don’t allow classmates to copy your answers  -follow teacher instructions | -study before  -budget your time  -read directions thoroughly  -ask teacher if you need clarification  -turn in by due date & time | -Use your own words and thoughts on assignments (don’t plagiarize)  - Double check that you turned in the work & attached files if needed  -Device is plugged in or fully charged  -No audio or visual recording |

Credit to Ms. Koenig