**Google Meet Etiquette**

**BE ON TIME**
- Allow yourself time to wake up & get ready
- Charge your tech
- Be prepared

**PRESENTATION**
- Can we see you? Hear you?
- Are you in an open space in your home?

**MUTE YOURSELF**
- If the teacher is teaching - mute your microphone
  - (Helps cut down on extra noise!)

**HEADPHONES**
- Use headphones if you have them
  - (Makes it easier to hear and less disruptive to others in your home!)

**CHAT RESPONSIBLY**
- Use the chat to type:
  - ? = I have a question
  - ! = I have something to share

**PARTICIPATION**
- Be focused
- Be attentive
- Be kind
- Be an active participant