



Online Classroom Community Standards

Moravian students are expected to demonstrate the same professional and respectful behavior in online courses and at Moravian sponsored online events that they do on campus. Norms for behavior, interaction, conduct should be consistent with that of our Moravian community, whether in-person or online. All of our interactions, both in-person and online are designed to prepare you for life after college, as you engage in your future careers and life paths. Further, just as in a face-to-face class, the instructor has the right to establish and hold students to the specific norms for their class. Note that the facets of respect outlined in the [Student Handbook](#) still apply while we are in our online modality.

Synchronous work includes those opportunities where you are working in real-time with your professor and peers. Most often this will be through some sort of video chat (such as Zoom) **scheduled in the dates and times listed on your course schedule**. In such environments:

- Moravian values the personal connection between student and professor as well as among students. Being able to see each other and have both the visual and audio connection is important to that connection. When possible, turn on your camera so that you can fully engage in the Zoom class meetings.
 - There may be times you need to step away. Be sure you have talked with your professor about the norms for turning off your camera while you deal with an immediate issue.
 - Take some time to think about your surroundings. What will your peers and professor see in your background? You might consider experimenting with Zoom's virtual backgrounds if you have concerns about your surroundings during your Zoom meetings.
 - Consider how you yourself will appear in the camera. Is the lighting hitting your face well? Are you dressed in a manner that you are comfortable wearing in public? Are you sitting in a place conducive to getting work done (lying in bed can make it very hard to concentrate on your lecture)?
 - What is the sound level in your environment? If there is a lot of ambient noise (clattering dishes, road noise, etc.), you will want to keep your microphone muted. If you cannot find a quiet environment, consider purchasing a headset with

a microphone, or talk with your professor about using the chat function to provide your feedback in class.

Asynchronous work includes discussion boards and similar experiences where you and your professor and peers are engaging at different times. This is still a classroom, academic environment. Here are some community expectations while working asynchronously and in discussion boards:

- In general, remember that you are still engaging in a Moravian class. Apply the same standards you would follow in a face-to-face classroom discussion.
 - Take time to consider your words — discussion board posts are permanent in a way that face-to-face discussions are not. How will the person on the other end read the words? While you can't anticipate all reactions, re-read what you've written before you send it.
 - A lot of face-to-face communication relies on non-verbals (the tone of your voice, facial expressions, hand gestures). Keep in mind that on discussion boards you will not have those — taking more time to explain your meaning, and thinking carefully about your use of humor or levity can make your comments much more productive.
 - Ask for feedback if you're not sure how your ideas and comments will be taken. Discussion boards are really intended for just that...discussion. Remember there's your classmates on the other side of the discussion. A critical part of your work in class is learning how to navigate challenging discussions on important topics.
 - Be aware of the norms of online communication: all caps mean shouting, emojis can be very helpful in conveying meaning (but you have to be mindful of audience when you make use of them), positive feedback to your peers is always appreciated
 - Share tips, helpful comments, and questions. As we navigate with the various online systems, we can all serve as first-line tech support for one another. For many of us, taking an online course is a new frontier. There are no dumb questions, and even if you think your solution is obvious, please share it by posting it on the Discussion Board.
 - Remember always to be respectful of one another, and keep in mind the guidance from the Moravian Student Handbook regarding Respect for Others. Avoid engaging in “flame wars.” Avoid engaging in language that could be seen as derogatory or inappropriate regarding race, gender, age, religion, sexual orientation.
 - If you have any concerns about the behavior of a fellow student, share that concern with your professor.

Moravian faculty also have [quality standards and expectations](#) that come from national best practices in online learning to support all online portions of classes or online learning at Moravian.