EHS Expectations for Students 
During Distance Learning

**Academic Guidelines**
- **Check email and each Canvas Class Module/Page regularly.** Each morning and evening, check email and Canvas to stay informed of expectations, assignments, and schedules. Teachers have the capability to monitor your Canvas activity and will do so on a weekly basis to ensure engagement.
- **Attend all synchronous class meetings.** At the scheduled time, use the Webex Meetings link provided by your teacher to join the class. If you are unable to join, for whatever reason, please communicate with your teacher.
- **Do the work outlined in Canvas class pages.** If you have questions after reading the assignments and directions closely, reach out and communicate with your teacher. You will be graded on your work and engagement with the material set forth on Canvas.
- **Communicate.** If you are unable to complete an assignment, access part of a Canvas module, or resolve a technology issue, reach out as soon as you can to your teachers, advisors, the tech department, etc. The adults on campus are ready to help, but they can only help if they know that you need it.
- **Abide by the Honor Code.** The expectations of the honor code should continue to guide your conduct while away from campus and the traditional classroom setting.
- **Do not record other students, teachers or classes without explicit permission from your teacher.** Violation of this expectation will be considered a major rule violation and will be handled by the Deans’ Office.
- **Follow our normal expectations for classroom behavior.** Be respectful, appropriate, honest and kind. These expectations do not change simply because a class is being held virtually.
- **You should follow the general guidelines of the dress code.** You do not need to be in academic attire, but as part of your preparation, you should be presentable for class meetings.

**Technology Guidelines**
- Make sure your laptop, ipad, and power charger are with you at home and in good working order. If you left any of these items at school or are having trouble accessing them, please let your advisor know immediately.
- Make sure that you are able to connect consistently to the internet. If you are having trouble finding or maintaining access, please let your advisor know immediately.
- Ensure that your computer’s speakers, microphone, and webcam are functioning properly.
- If you use headsets or earbuds (which are very useful in Webex Meetings), please make sure you know how to connect them, especially if they have a wireless connection.
- Create a professional work space for virtual meetings. Find a well lit, quiet space without background noise. Also be aware and thoughtful about what shows in your background.
- Enter each virtual meeting with only one device and make sure your microphone is muted until the teacher begins a conversation.