



AITCHISON COLLEGE

Rules for online Sessions, Preparatory School Students

Students' identification:

All students are required to use their full names while attending the online sessions and when submitting assignments. Nicknames or abbreviations will not be acceptable.

Timetable:

Students are expected to familiarise themselves with the timetable for online sessions and follow the timings as per the schedule. It is advisable to log in at least five minutes prior to the start of the **Google Meet** session.

Microphones and cameras:

Students are required to switch off their microphones and cameras before joining the class and keep both devices off during the entire session. The teacher may permit a student to turn these on temporarily if the need arises.

Communication:

Students may use text messages in **Google Meet** to submit questions to the teachers conducting the session. Microphones and cameras may only be switched on if permission is granted by the teacher.

Language:

Students are expected to use appropriate language while attending the sessions, sending messages and otherwise. It is mandatory for all students to remain respectful not only to the teachers but also towards their fellow students at all times.

Relevance:

Since the time for each session is limited, students are strongly advised not to discuss anything which is not related to the notes, worksheets or solutions.

Assignment deadlines:

All assignments are expected to be completed by students on time, meeting the deadlines specified by the teachers.

Be positive, try to learn and make the best of the situation.