It is important to remember that proper online etiquette helps to maintain a respectful online educational environment. Please familiarize yourself with your professors’ expectations for your online classroom.

“Netiquette” includes:

1. Treating your instructor and classmates with respect in email or any other form of communication.

2. Use clear and concise language; avoid slang terms or abbreviations including in discussion boards.

3. Avoid using caps lock AS IT CAN BE INTERPRETED AS YELLING!

4. Be careful about sharing your personal information.

5. Respect the privacy of others when engaged online which includes sharing other people’s private information.

6. Make sure your posts are related to the classroom topic of discussion and within the scope of the course material.

7. Always be respectful of others’ opinions even when they differ from your own. When you disagree with someone, you should express your differing opinion in a respectful, non-critical way. Do not make personal or insulting remarks.

8. Do not post or share (even privately) inappropriate material with your classmates or professors.

9. Try to be understanding of others when they struggle with written communication. It is very different than simply talking to a person face-to-face.

10. Avoid sarcasm and dark humor. Take your posts seriously and remember they are a permanent record. Tone is sometimes lost in an email or discussion post and your message might be taken seriously or sound offensive. Tip: Read everything out loud before you send it.

11. If you don’t understand something, ask! If you are frustrated and finding the course material difficult, please reach out to your professor or other available resources. A discussion board is not the venue to complain about the course.

It is important to recognize that the online classroom is in fact a classroom, and the Student Code of Conduct is a reminder that all students are expected to act responsibly and uphold standards of conduct that form the basis of good citizenship. For more information about the Student Code of Conduct or the SRRO, please visit https://www.niagaracollege.ca/srro/