

Top 10 Zoom Guidelines for Students

1 FOLLOW LSU STUDENT CODE OF CONDUCT
As an LSU student, you are expected to maintain respect and professionalism when participating in Zoom conducted sessions.

NOTE: Recording of meetings in Zoom is at the instructor's discretion. This includes video, audio, and chat text. Violations of the LSU Student Code of Conduct will be addressed accordingly.

2 JOINING THE ZOOM MEETING
Log in to the assigned meeting through Moodle using your LSU ID to ensure a successful login. Do not change your name to reflect a nickname when you log in. If you experience connectivity issues, you can use the call-in number options (including international). **Do not share the Zoom link with outside sources.** Examples include, but not limited to, social media, friends, or those not registered in the course.



3 STAY FOCUSED
Stay engaged in-class activities. Close any apps on your device that are not relevant to the class, and turn off their notifications.

4 BE IN A QUIET PLACE WHEN POSSIBLE
Find a quiet, distraction-free spot to participate in your Zoom meetings. Turn off any music, videos, etc. in the background.



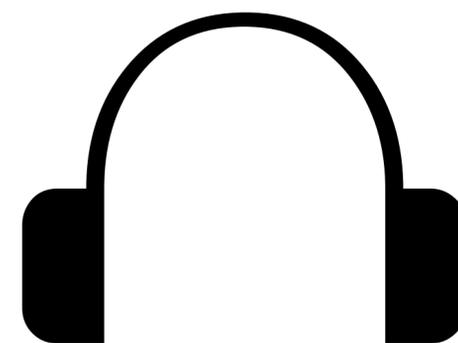
5 TURN ON YOUR VIDEO WHEN POSSIBLE
In a remote environment, it is helpful to be able to see each other to create a social presence. However, be aware of your surroundings. If you are unable to find an environment without any visual distractions, you can use virtual backgrounds. Approved LSU themed images for Zoom virtual backgrounds can be found on the LSU Foundation website. If you have any concerns appearing on video, notify your instructor at the beginning of the term and class.

6 KEEP IT CLEAN
Do not share anything you would not put up on a projector in class! If there is an interruption or a potential of an interruption, please turn off your video.

7 ALWAYS MUTE YOUR MICROPHONE WHEN YOU ARE NOT TALKING
This helps eliminate background noise.

8 USE A HEADSET WHEN POSSIBLE
If you own headphones with a microphone, please use them. This will improve your audio quality. Telephone dial-in audio is also available to use along with your video.

9 STAY ON TOPIC
Use the chat window for relevant questions and comments. Follow your instructor's guidelines for using the chat. If no guidelines are posted, consider asking your instructor how questions and comments will be moderated.



10 NEED TECHNICAL HELP?
If you are experiencing trouble using Zoom, the LSU ITS Service Desk is available to assist you.