

# TREASURE COAST HIGH SCHOOL



## Digital Learning Rules & Expectations



“Netiquette” is online etiquette. These are guidelines for acceptable behavior while interacting with instructors and students in an online setting.



DOs

Always treat others with courtesy and respect.

Reread your posts or emails to make sure they say what you intend.

Emoji's can be used to convey feeling.

Stay focused and stick to the topic.

Include a subject line when sending emails.

Remember that you leave a digital footprint. Be mindful of what you post and say.



DON'Ts

Avoid writing in ALL CAPS. It looks like you are shouting.

Refrain from using inappropriate language.

Make sure your work is your own and properly cited. Do not plagiarize.

Do not send or forward chain emails.

Words can be misinterpreted. Avoid using sarcasm.

Do not post irrelevant links, comments, thoughts or pictures. Stay on topic.

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**Necessary:** Do people really need to know what you are posting?

**Exemplary:** Are you portraying yourself in a model fashion?

**Thought-provoking:** Does your post spark conversation?

**Idealistic:** Do your thoughts show principle?

**Quotable:** If someone used the words in your post to define you, how would you be remembered?

**Understandable:** Can people understand what you are saying? What about your tone?

**Essential:** Is what you are saying critical to the situation or conversation?

**Trustworthy:** Do your words portray you as someone in whom people can confide?

**True:** Do I need to explain this? Just don't lie, okay? Ever.

**Exactly what you intended:** Overall, does your post convey exactly what you intended it to convey?

Please report ANY inappropriate action(s) to a member of the Discipline Team and it will be investigated and handled. Thank you!

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