

Zoom Session Information/Student Requirements

Virtual (Zoom Class) Classroom Sessions are considered a traditional classroom setting, therefore ALL MFRI Rules and Regulations apply.

- Even though the session is being conducted on zoom, it is still an official class session. Therefore all class attendance rules apply. You CANNOT run calls, participate in other activities, or have conversations with people in your environment while you are in class. Behaviors that are considered unacceptable in a physical classroom are still unacceptable in the zoom classroom.
- Students need to remain in one location for the duration of the session. Traveling in a vehicle often results in a lost signal which disrupts others each time you have to sign back in. In addition, the student will miss valuable class time.
- As expected of any class interaction, students are to treat each other with courtesy and respect. Offensive or inappropriate language is not to be used in any form of communication, this extends to emails, discussion postings, group projects and submitted assignments which may be a part of or an extension of the Virtual (Zoom Class) Classroom
- Student attire needs to be appropriate. Pajamas, clothing with inappropriate sayings or pictures, and clothing that is revealing are not permitted.
- Disruptions to a Virtual (Zoom Class) Classroom Session may lead to the removal of the student from the Session.
- Students that need to make up Virtual (Zoom Class) Classroom Session(s) for any reason need to work with their instructor. The instructor will contact the Regional Office to determine alternate arrangements for the student. (See MFRI Rules & Regulations for Attendance and Make-up Sessions.
- When participating in a class session, your proper name must be the name displayed. If your device has a different name, once you are in zoom you can click on participants, highlight your name and select rename. Type in your correct name. This is necessary for the Zoom Attendance Roster.

Students need a computer with a web cam and audio/mic capabilities. If you do not have one available, MFRI has tablets available for loan. It is the student's responsibility to contact the regional office to sign one out.

- The video and audio must be on and working for all sessions. The student must sit close enough to the device that their face is clearly visible on the screen at all times.
- Your mic should be muted except when you are talking.
- If you use a virtual image as your background, it must be plain. No writing or photographs are permitted.
- Find a quiet room with minimal activity. People walking in and out of the background becomes a distraction to the instructor and other students.
- Passwords or links for canvas classes or zoom meetings cannot be shared with others.