

Live-Virtual Class Policies

- Please note: This course requires a high degree of commitment to successfully complete. The course will be taught through live-virtual Zoom sessions. Students must have a webcam and microphone on their home computer or device and be able to access Zoom.
- Class meets on Zoom on Mondays, Wednesdays, and Thursdays from 6pm to 9pm.
- This is a 60 hour course, attendance is mandatory for every class.
- The Zoom link to join will remain the same.
- Attendance will be taken at the beginning and end of every class by having you sign in and out on the Zoom Chat. This is very important as these records are kept for the State.
- You always need to state your name when you sign in and out of the chat.
- If you're off camera for an extended time, you will lose credit for that class which will have to be made up. There are breaks in place to allow for bathroom use or a quick snack. While the class is in session, if a student needs to step away, they should be using the chat box to inform the instructor.
- Raise hand in chat room to talk or ask a question
- Contribute when questions are asked
- Complete class work and be prepared to discuss
- Cannot attend class while in a moving vehicle as the driver or a passenger
- Do not unmute yourself unless asking a question
- Must be visible with a camera and able to speak through a microphone
- The State requires that your name shows on your device and your face must be visible
- No eating on camera, wait for breaks
- Give 100% professionally and personally while in class
- Commit to supporting your fellow classmates
- No recording or filming any portion of a session