



2025 Code of Conduct

Kollab Youth is committed to providing a supportive and professional environment for our members to thrive. As a participant in our program, it is important to uphold the values of professionalism, respect, kindness, a growth mindset and collaboration. This Code of Conduct outlines the expectations of each member selected to participate in our program.

1. Appropriate Virtual Platform Etiquette:
 - a. When registering/signing-in for any video call or meeting, please use your First & Last Name (no random username), as well as your school abbreviation in parentheses. Ex: John Smith (LHS). This helps us to ensure the privacy of our meetings. Note: A variation of this may change based on program. This also will ensure your attendance is recorded and will add to your points for cash and prizes at the end of the program.
 - b. Please find a quiet area and log in at the scheduled meeting time so that you can be fully present in the virtual experience. We ask that all participants have their video function on their device so that we can see and hear you.
 - c. Please do your best to keep background noise or distractions to a minimum.
 - d. Please do not take your phone or computer to the bathroom.
 - e. Photos and videos of others without the expressed consent is prohibited.
 - f. Do not falsify information about yourself or impersonate others online.
2. Please be fully present in all virtual zooms meaning no conversations outside the zoom, putting on make-up, combing hair. All presenters will see this, and you want to make a great impression when you want to contact them for advice, internships, jobs, or help with college.
3. Respectful Communication
4. Punctuality
5. Engagement
6. To be eligible for Kollab Youth's resources like, internships, jobs, certificates, and other rewards and scholarships, you must complete at least 85% of the program.
 - a. Your percentage of completion is based on the following:

- i. Masterclass attendance on Wednesdays and Thursdays from 4:30 PM to 5:30 PM.
- ii. ACE Module activity completion
- iii. Surveys completed after each masterclass.

By following this Code of Conduct, you contribute to a positive and enriching environment that prepares you for success in future careers and ensures all members benefit from the full potential of the program. This guide will ensure that you will be transformed by the program and that you can optimize the experience for success in life, school, and career.