

## SNL Online Student Code of Conduct

The online classroom is a very special place. It should support learning, engagement, discussion, and connection. Although it is a classroom setting, it uses technology that many people use in their business or professional lives. However, the expectations and standards are different. It's important to keep this in mind, so that we can jointly create vibrant, powerful learning experiences where students can try out new ideas and master new skills in a safe and trusting environment.

### Do:

- Understand the roles of faculty and students. Understand that both part-time and full-time faculty have responsibilities outside of the classroom.
- Student Role
  - Read all of what is posted for your course; you are responsible to know it.
  - Ask questions if you do not understand, in a timely way. Give others at least a day to respond; don't wait until the last minute to ask.
  - Expect to do all of the work required for the course.
  - Respond to the feedback that you get.
  - Reach out to others when you can contribute or answer questions. Be part of the ongoing learning community.
- Expect faculty to follow their role:
  - Provide clear and timely information about course requirements.
  - Inform you about how you can contact them, and their days off teaching.
  - Respond to student questions and concerns in a timely manner.
  - Provide feedback on your work in a timely way.
- Treat everyone respectfully, including your faculty and classmates. Respect different perspectives.
- Contact the right people for different problems:
  - DePaul's Technical Contact Center for technical problems or questions
  - [snlonline@depaul.edu](mailto:snlonline@depaul.edu) for administrative problems or questions
  - Your faculty for academic problems or questions
  - The SNL Online Director for problems with your instructor that cannot be resolved directly with the instructor
- Be conscious of how your words may come across to others, and modify them as needed.
- Learn the requirements of academic integrity, and follow them in all posts and written work.
- Practice netiquette in all emails and posts, including both public and private communication. Be aware that your emails may be forwarded to others.

### Don't:

- Send unsolicited, non-class related emails (no spam)
- Send emails without course-specific headers or signatures
- Use disrespectful or abusive language
- Make personal attacks on anyone (no flaming),
- Wait passively if you have problems or questions; instead, reach out to get help.
- Forget that this is a classroom environment, not a business environment.