

Safe Community Charter

What does it mean for online learning?

In Exeter, we expect all staff and students to act with respect, and show consideration and thoughtfulness towards each other. This is reflected in the Safe Community Charter that all students have been asked to abide by. Our expectations apply to behaviour in all teaching sessions, group work and other activities related to teaching and learning.

Teaching and learning online has opened up a vast array of digital tools and opportunities to collaborate with each other, chat instantly, record our progress, and interact in new and exciting ways. We encourage everyone to make full use of all this technology and engage with the opportunities for success that they facilitate.

However, with that opportunity comes responsibility. Our expectations for respect apply online, just as it does in the classroom. As such, we expect our community to follow our simple rules for online etiquette:

Do

- Log on via your SSO into all your online teaching tools like Teams and Zoom
- Arrive on time, arrive muted
- Join in collaborative discussions, chat and posts on digital tools
- Be respectful at all times – ask yourself if what you are about to say is something you would say in a face to face class
- Keep chat short, to the point, and on topic
- Follow the same standards of behaviour online as you would face to face
- Be patient; online learning is new to many staff and students alike and our job is to be supportive of each other
- Call out offensive online behaviour directed at you or that you see/hear directed to others
- Give constructive feedback on your experiences on your course to your reps

Don't

- Log in via guest accounts, join with a name or profile picture that is not your own, or you may not be admitted to the session.
- Join sessions that you are not timetabled to be at or invited by the lecturer to attend.
- Disrupt the class if you are late
- Make comments that could cause distress and/or harm
- Talk or shout over people
- Disrespect others' views
- Use the chat for personal, off topic or distracting reasons
- Assume online anonymity excuses disrespectful behaviour
- Get frustrated or blame others for technology challenges
- Ignore offensive behaviour whether it is directed towards you or others
- Use online channels to leave unkind or potentially offensive comments towards staff or students on the course

Students and staff are encouraged to report any incidents where the expectations of our Safe Community Charter have not been displayed. Incidents can be reported on this "Covid-19 Breaches" reporting form found [here](#) and email it to studentconductmail@exeter.ac.uk.

All incidents in teaching environments, whether online or in person, will be investigated under the terms of our [disciplinary procedures](#) and measures taken accordingly.