Introduce yourself to others. The first time you are ready to participate in the chat, introduce yourself to others (e.g., *Hi everyone! This is Mark from Cambridge.*) – just as you would when meeting people in a face-to-face setting. Please be sure your preferred name is visible in your Zoom window.

Be respectful. Remember to be respectful at all times. Show good judgment and consideration for others when participating in online events and activities. If you observe a disrespectful exchange between students, report the matter to the Assistant Dean, Resident Director, or to the Dean of Students Office.

Avoid offensive language. Avoid offensive comments that target or disparage any ethnic, racial, religious, gender, sexuality, or other group of people. This includes using derogatory, offensive, and/or inflammatory language. Keep it clean!

Practice good listening. Avoid doing all the talking while still responding to questions and comments. You can be part of the conversation without filling the chat board with endless entries. Listening is an important part of good communication.

Find balance. When the event is over, try to take a break and find time to connect with your family and friends offline.