Please review Zoom Guidelines before joining *Getty Virtual Art Explorations for K12*

**Technology Set-Up:**

- Please be sure that parents/caregivers have downloaded the necessary software for students ([https://zoom.us/download](https://zoom.us/download)).
- Remind students to test computers to ensure microphones and video cameras are working properly before class begins.
- Instruct students to exit all other applications before joining *Art Explorations*.

**Removing Distractions:**

Please encourage students to eliminate distractions that may divert their attention during *Art Explorations*.

- Clear the room of potential distractions, minimize background noise, and turn off cellphones.
- If available, it is recommended for students to use headphones with a microphone.
- Remind students that microphones should be on mute when they are not speaking.

**Focus:**

Remind students that although the class is virtual, there are still many opportunities to participate and have great conversations. In order to do this, it will be important for them to:

- Focus on the classroom conversation and activities.
- Ask relevant questions that help them better understand the subject matter.
- Refrain from sideline chats with classmates when the Educator is speaking.

**Courtesy:**

Courtesy goes a long way in any setting, including online. Help students to understand that good manners should carry over to online meetings too.

- Kindly remind students to raise their “virtual hands” and wait to be recognized before responding to a question or comment.
- Students should be encouraged to avoid using all uppercase when typing; this is often considered the equivalent of shouting.
- Please advise students to address Getty Educators and other students in a respectful manner.