

## Zoom Meeting Etiquette

1. Please have a clean/appropriate background.
2. Please remember to mute yourself if you are not speaking or sharing.
3. Please do not eat on camera. Please turn off the video if you need to eat or leave the room.
4. Please be aware of your audio and video settings. You can test these settings before entering the meeting.
5. Please be on time or even a few minutes early for the meeting. This way you can check your audio and video settings as well as say hello and introduce yourself.
6. "Remember what you hear here, what you see here, when you leave here let it stay here..." Make sure you are in a quiet place by yourself free of background noise, distractions and other family members. Remember we are an **'anonymous'** program