



# Remote Learning Expectations and Procedures for Buffett Music Courses

# Entering Class

- Wait in lobby until teacher starts class.
- Enter with video on at all times -Audio Off (Mute).
- Be on time and ready to learn.
- Start class with a charged device or make sure it is plugged in.
- Have materials ready.
- Choose a distraction free space.
- Appropriate use of devices as expected.

# Leaving Class

- Teacher will end class at appropriate time.
- Time will be allotted for questions towards the end of whole group instruction.
- Put materials back in specific area- if you have an instrument, **PUT IT BACK IN THE CASE!!** Remember to close/latch the case.

# Teacher Led Whole Group Instruction

- Video on at all times.
- Audio off (Mute).
- Audio on when asked a question and then turn off.
- Type questions in chat or press “Raise Hand.”
- Chat only used for questions and responses requested by teacher.
- Look at teacher -work when instructed.

# Completing and Submitting Assignments

- Try your best on all assignments.
- Accept feedback from teacher positively.
- Submit assignments on time.
- Submit to appropriate place- your teacher will show you how to do this.
- Email or contact teacher during office hours for questions.

# Small Group Instruction

- Video on at all times.
- Audio on when asked to respond verbally by teacher.
- Take turns talking when asked to respond verbally by teacher.
- Ask and answer questions out loud when instructed to do so.
- Look at teacher and work when instructed.

# One on One Instruction (Office Hours)

- Video on at all times.
- Audio on at all times.
- Ask and answer questions out loud.
- Look at teacher and work when instructed.
- Know what you need help with- do not ask to meet with your teacher during Office Hours just to say hello!