



Netaji Subhas Open University

Centre for Internal Quality Assurance (CIQA)

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Netiquette for Attending Online Classes (LEARNERS)

- It is recommended that you use a smart phone to attend the online classes.
- Check the audio and video quality of your device before joining the class. Ensure that your device is connected to a power source while you are attending these classes.
- For successful implementation of these classes, you would require strong internet connectivity.
- Kindly use an earphone/headphone while attending the online classes.
- Have a glimpse at the resources shared by the university e.g. printed SLM or e-SLM so that during the class you are aware about the materials and resources that will be discussed by the teacher.
- Attend the class in proper attire.
- Please ensure that there is no movement of a family member or presence of a family member on your camera during the time of online class
- Follow the timetable as updated on the website and ensure that you are ready and logged in at least 10 minutes before the online class starts.
- Ensure that your study area is well illuminated so that you are clearly visible to your teacher.
- Your posture reflects your attentiveness. Be seated preferably on a chair maintaining a proper distance from screen.
- Put audio on your device on mute while attending the online classes so that your teacher and peers are not distracted.
- If you want to contribute or raise a query during the live class, type in the chat room and wait for your teacher to respond. Once the permission is given unmute and speak. You may also raise your hand to talk with your teacher.
- Consumption of food is not allowed during the class.
- Don't post irrelevant links, pictures, comments & thoughts.
- Maintain the highest level of discipline and alertness while attending your classes.
- For any difficulty related to accessing your online class account kindly contact the Student Support Cell at 033 4058 5127 (E-mail: **admin@nsouict.ac.in**)
- Do not make personal remarks.

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Director, CIQA
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