INCLUSIVE ONLINE CLASSROOM STRATEGIES

- **Encouraging Shares**
  - Gamify sharing by taking turns to throw and catch a pretend virtual ‘speaking ball’
  - State what's expected in an ‘introduction’ eg name, role etc

- **Introductions**
  - Consider level of professional/personal share & formality

- **Participation**
  - Welcomes
  - Allocate a limited time to complete welcomes
  - Begin meetings with a structured welcome

- **Inclusion**
  - Made for sharing by
    - Good Sound
      - Test your audio settings before joining a meeting
      - Enable ‘mute participants on entry’ if available
    - Good Video
      - Ensure your background is appropriate before sharing video
      - Try using ‘virtual backgrounds’ if available

- **Inclusive Sharing Practices**
  - Accommodate different comfort levels with public speaking by offering multiple ways to contribute eg video, voice, chat
  - Make a habit of having a ‘pause & check’ moment where the host asks for anything missed or any outstanding shares

- **Inclusive Video Practices**
  - Just as in real-life, be mindful of body language - keep arms uncrossed etc
  - Make a class policy on using video
  - Don’t comment on appearances
  - For those without laptop or internet access, provide alternative methods to join such calling in by phone

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