INCLUSIVE ONLINE CLASSROOM STRATEGIES

**Welcomes**
- Gather everyone into the online workspace
- Begin meetings with a structured welcome
- Allocate a limited time to complete welcomes

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

**Participation**
- Introductions

**Inclusion**
- Made for sharing by Dr. Sonia Travaglini

**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

**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

Created by Dr. Sonia Travaglini — March 2020