

FOSTERING HEALTHY ONLINE CULTURE

- Arrive early to have “chit chat”
- Mics off if not speaking (unless in a “rapid-fire” discussion)
- Start on time
- Decide whether to use video and tell folks ahead of time
- Decide on mechanism for speaking

LEADER PRACTICES

- Assure technology is operating early
- Greet folks when they arrive
- Look at the camera as much as possible
- Restate and write any “decisions” (scribe)
- Read the group...
 - Change pitch
 - Introduce something lighthearted
 - Take a stretch

ADDITIONAL ASSISTANCE

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