**On-line Classroom Expectations**

**Advanced Composition**

**Classic Literature**

**Shakespeare**

Hello and welcome back to literature! I hope you all have remained safe in this confusing and nerve-racking time. Please look over are my “Class Expectations” for the foreseeable future. If there are any questions, please feel free to email me and I will be happy to answer any questions you might have.

**All online class inquiries and submissions should be sent to kpond@madisonprep.org.**

Expectations:

1. Assignments will be posted in blocks, and ideally work will be completed on or before the posted due date for each assignment. Work at a pace and speed in which you are confident and comfortable. The assignments are meant to be self-guided in terms of when you can work them into your schedule. We are all aware that available computer time might need to be divided among a number of family members. If there is a technical difficulty of any sort, please let me know as soon as possible.
2. When you are posting or in any way involved (in either Google Classroom or Zoom) you will uphold the JMPS Code of Conduct in all interactions. In any video classroom, all students must have their video feature turned on.
3. I expect that you are taking this course work on and not delegating it to any other individual.
4. If interacting through Zoom, please do not have anyone else in your space. I understand if you are working in a common space (for example a living room) that it might be difficult, but please do your best to limit distractions whether it be siblings, parents, or pets. No one else is to participate in the class discussion other than those enrolled in the class.
5. Please remain in one location while participating in office hours. I can see your video screens and do not care to see a tour of your house.
6. If you cause a disruption or distraction during on-line interactions, you will be removed from that day’s class. This is a time to help bolster your education – not a time to be inappropriate.
7. Please be appropriately dressed when you enter the virtual classroom on Zoom.
8. If you have an issue with an assignment or anything involving my classes, then please email me and feel free to ask. I will do my best to assist where I can.
9. Remember: We all need to be gracious and compassionate with each other in these trying times and we are all trying to make the best of a difficult situation.

Office Hours for my classes will be conducted via email. Submit any questions that you might have, and I will respond within 24 hours (at the outside…my intentions are to respond the same day). Please use the [kpond@madisonprep.org](mailto:kpond@madisonprep.org) address.