SOFL MODERN LANGUAGES

Online attendance rules

01 **YOU CANNOT BE ABSENT >20% OF THE COURSE**

If you miss more than 17 unexcused hours, you will FAIL the course automatically....

02 **ATTENDANCE = TURNING ON YOUR CAM!**

The easiest way to show your attendance is to turn on your cam

TO DO

03 **ATTENDANCE = ACTIVE PARTICIPATION**

Taking part = answering questions; doing group work; writing in the chat box etc

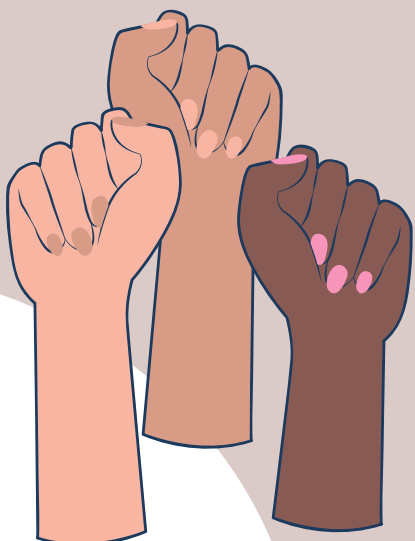**04** **COME TO CLASS ON TIME AND STAY CONNECTED**

If you are not in class >80% of the lesson, you will be marked absent

05 **IF YOU NEED TO LEAVE CLASS, TELL THE TEACHER!**

Sometimes, you may have a genuine reason to leave. Tell your teacher and it may not affect your attendance record

06 **YOUR STUFF NEEDS TO WORK!**

It is your responsibility to make sure your connection/cam etc work...it won't be an excuse for missing class

07 **IF YOU HAVE A REAL TECHNICAL ISSUE, YOU WILL BE ASKED TO PROVE IT...**

Screen shots and other proof of technical issues will be required if you do not want to be marked absent