



NEVADA REAL ESTATE DIVISION

*Office of the Ombudsman for Owners in
Common-Interest Communities and
Condominium Hotels*



Online Course Etiquette (Netiquette)

An online classroom is still a classroom, and certain behavior is to be expected. If this is your first time participating in an online video course, or you need a refresher, please **review and abide** by the online course netiquette suggestions below:

1. Treat your instructor and classmates with respect in all written and verbal communications. No profane language will be accepted; you will be removed from the class.
2. Extra caution should be taken when using sarcastic or dry humor, tone is often lost in text and your joke could be taken offensively.
3. Refrain from using the caps lock feature when typing in the chat box, it can be interpreted as yelling.
4. Ensure your microphone is always muted, only unmute your microphone in the event you have been requested to do so or during allotted times for questions.
5. Do not interrupt the instructor during the presentation. The host will be reviewing questions submitted in real-time and will respond when appropriate.
6. You are allowed and encouraged to display your camera. Please ensure you are dressed appropriately and do not have any inappropriate items displayed in the background. Common sense should be utilized. Remember, all participants will be able to see your video feed should you choose to display it.
7. Online classes are not intended to be a place to air grievances. Please ensure you adhere to our program's purpose of furthering attendees' understanding of applicable CIC/HOA law and regulation.
8. Do not provide any personal information or disclose specific association matters to the group, including board member/community manager names, financial information, unit owner issues, etc.
9. Be patient with those attendees who may have a difficult time becoming proficient at participating in online classes. There is a learning curve.
10. Learn and have fun! This is a new experience for all of us and we hope to make it worthwhile.