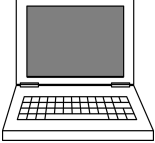










# PBIS BRIDGE ACADEMY MATRIX

| Expectations  | <b>Computers</b><br>  | <br>Google Classroom   | <b>Google Meet</b><br>   | <b>Work Area</b><br>   |
|---|--|---|---|---|
| <b>Be Safe</b><br>         | <ul style="list-style-type: none"> <li>❖ Report issues with computer or computer site immediately</li> <li>❖ Carry a laptop with two hands</li> </ul>                                  | <ul style="list-style-type: none"> <li>❖ Keep login information private to you and your parents/guardians</li> </ul>  | <ul style="list-style-type: none"> <li>❖ Ask your teacher if your camera should be turned on or off</li> <li>❖ Make sure you have good lighting</li> <li>❖ Look into the camera when you are talking</li> </ul> | <ul style="list-style-type: none"> <li>❖ Keep your learning area distraction-free</li> <li>❖ Create a calm and stress-free work area</li> </ul> |
| <b>Be Responsible</b><br> | <ul style="list-style-type: none"> <li>❖ Use your assigned device only</li> <li>❖ Keep liquids/food away from computers</li> <li>❖ Use appropriate school approved websites</li> </ul> | <ul style="list-style-type: none"> <li>❖ Conversations and comment posts should be focused on assignments</li> <li>❖ Know your teacher's office hours</li> <li>❖ Turn in any finished assignments weekly</li> </ul> | <ul style="list-style-type: none"> <li>❖ Mute yourself until given direction to unmute.</li> <li>❖ Keep volume at a responsible level</li> <li>❖ Wear school appropriate clothing during meeting</li> </ul>     | <ul style="list-style-type: none"> <li>❖ Keep work area neat</li> <li>❖ Have learning tools nearby</li> </ul>                                   |
| <b>Be Respectful</b><br> | <ul style="list-style-type: none"> <li>❖ Handle device with care</li> <li>❖ Keep device as it was checked out to you</li> </ul>  | <ul style="list-style-type: none"> <li>❖ Use school appropriate language when responding to peers</li> </ul>  | <ul style="list-style-type: none"> <li>❖ Always be polite, respectful, and pay attention to the speaker</li> <li>❖ When you have a burning question, type it in the chatbox</li> </ul>                          | <ul style="list-style-type: none"> <li>❖ Respect parent or sibling work/study time</li> <li>❖ Wear headphones if working near others</li> </ul> |