

World History		Entering the Classroom	Recognizing to be heard and Speaking	Be respectful of other viewpoints	Preparing work for turn in	Exiting the classroom
D	Discipline	<ul style="list-style-type: none"> • If you are on time, your late. • Enter in an orderly fashion. • Refrain from loitering in the doorway. 	<ul style="list-style-type: none"> • Raise your hand. • Wait to be recognize. • Speak concisely. • Do not digress. 	<ul style="list-style-type: none"> • Do not interrupt others. • Remember, not everyone shares your opinion. • Discussions are negotiable, arguments are discarded. 	<ul style="list-style-type: none"> • Claim your work! • Remember to state when you did the work. • Review your work. • Use the correct format. 	<ul style="list-style-type: none"> • Police your area. • Double check you have your belongings. • Do not loiter! • Clear your aisleway.
I	Integrity	<ul style="list-style-type: none"> • Do the right thing even when no one is watching. • Be respectful of yourself. • Respect others. • Show empathy and compassion. • Remember you are responsible for you. 	<ul style="list-style-type: none"> • Refrain from speaking out of turn. • Regurgitating someone else's idea is not honest discourse. • Believe in your beliefs and state your research. 	<ul style="list-style-type: none"> • Do not accept a view you are not comfortable with. • Speak up and out against repressive arguments. • Be an individual with individualist ideas. • Do not let emotion rule 	<ul style="list-style-type: none"> • Use your own work. • Refrain from plagiarizing. • Trust yourself and your work. • Be honest in your work. 	<ul style="list-style-type: none"> • Do not steal. • Do not pick up what is not yours. • Bring attention to left behind items. • Clean up after yourself.

				your judgment or logic.		
C	Camaraderie	<ul style="list-style-type: none"> Remember what happened before class has no bearing on our class. Leave all disgruntled feelings at the door. Be mindful of the other students trying to get in and seated. Look for a seat next to someone you do not know yet. 	<ul style="list-style-type: none"> Respect their religion and cultural beliefs. Address the class when speaking. Recognize your classmates' contributions and hard work. 	<ul style="list-style-type: none"> Support ideas not just people. Allow your classmate to finish their statement and to defend their position. Question, but do not degrade or belittle. 	<ul style="list-style-type: none"> Hold up your responsibilities during groupwork. Refrain from piggybacking off your group. Be honest and forthcoming about what is due and when. 	<ul style="list-style-type: none"> Remove your discussions to outside and out of the way of the other exiting students. If you need to speak with the instructor after, stay seated till everyone leaves. Try not to step on anybody's stuff on your way out. No pushing or shoving.
E	Etiquette	<ul style="list-style-type: none"> Leave your braggadocio at the door. Pay attention to others coming and going 	<ul style="list-style-type: none"> Speak when announced, not before. Thank the individual recognizing you to speak. 	<ul style="list-style-type: none"> Remember your opinion is just that, YOUR opinion. Allow the speaker to finish before 	<ul style="list-style-type: none"> Use APA for all formal assignments. Follow the instructions in regard to the font. 	<ul style="list-style-type: none"> Slide your chair back into place. Double check for any trash around your area.

		<p>through the doorway.</p> <ul style="list-style-type: none">• Hold open the door if necessary, for those who need help.• Do not slam or kick the door.	<ul style="list-style-type: none">• Stand when speaking. (if at all possible)• Address the class when speaking.	<p>attempting a discourse.</p> <ul style="list-style-type: none">• Use the appropriate volume of voice.• Address the individual, argue the idea.	<ul style="list-style-type: none">• Proofread your work for degrading or discriminative wording.• Eliminate any derogatory statements regardless of capacity.	<ul style="list-style-type: none">• Wipe off your tabletop.• Report any damages.
--	--	---	--	---	--	---