

Requirements for Taking a Northern Live Streaming Class at Northern Seminary

Students will connect to the live class via the link provided by email and also posted on Populi at <https://seminary.populiweb.com> on the course's Syllabus page.

Technology Requirements

1. To connect you will need:
 - reliable broadband internet (faster than dial-up). For best results, when possible, use an ethernet cable rather than a Wi-Fi connection. Many Wi-Fi routers include ethernet connections on the back of the router.
 - a computer with webcam, microphone, and speakers/headphones (most laptops have these built in)
2. Students may not connect to the class with a smart phone.
3. Students must complete a technology orientation and test with technology staff before the first live-streaming class. Contact Blake Walter at bwalter@seminary.edu or 630-620-2115 for assistance with testing your Zoom connections.

Technology Tips

1. Make sure your computer is not overloaded with other programs running in the background.
2. Be sure that another device in your home is not using too much bandwidth while you are in class (e.g., streaming videos).
3. If necessary, change your web camera settings from HD (high definition) to SD (standard definition).
4. Keep your microphone muted except when you are speaking. This keeps background noise to a minimum for everyone else in the class.

Attendance Standards

The Northern Live Technician may disconnect you from the class if you do not meet the following attendance standards. Do not connect to class until you are able to meet these requirements:

1. You must connect from a private room *without distractions*.
 - a) This room may be at home or an office, but not a public place like a coffee shop.
 - b) Under no circumstances may you connect outside or in a car.
 - c) You must be by yourself. Close the door and keep others from entering the room.
2. You must be completely devoted to the class during class time.
 - a) You must arrange childcare. You may not be connected while responsible for children.
 - b) You may not work on non-class related tasks during class time.
 - c) You may not check email, social media, or the internet during class.
3. Dress and behave as you would if you were physically present in a classroom.
4. Sit at a desk or table, not on a sofa or bed.
5. Students are considered late if they are not connected and ready to begin when class starts.
6. You must stay seated with your camera on for the entirety of class. If you must leave your seat for an emergency, notify the Northern Live Technician via the chat box. Mute your video before stepping away from your computer.
7. Best practices for your video connection:
 - a) *Background*: Your background should not be distracting to other students.
 - b) *Lighting*: Be in a well-lit room. You should not have windows behind you.
 - c) *Camera Angle*: Your camera should show your face and shoulders at a natural angle. Elevate your laptop on books if necessary.