

Student Checklist (Al-Qalam Academy)

Please print and put it on your wall so you can look at it at any time...

ATTENDANCE

- Find a **quiet corner** free from distractions
- Show up **5 min before** class starts
- Stay **logged in** the website during class

EQUIPMENT

- USE your **laptop**, NOT your phone
- Use a **headset** if you have noise around

PARTICIPATION

- Prepare** for class by reading your homework assignment
- Write your (specific) **questions** to ask in next class
- Use mic and video to **participate** in class (avoid chat)
- Use the **website** for all the resources you need

Remember: you have to practice to be responsible and to study. No one can do that for you except you yourself.

