BRITISH COUNCIL

Student and Parent Guide

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Virtual Classroom

English courses for Primary and Secondary students

Virtual Lessons

Virtual lessons are designed to cover the same skills and provide the same progress as regular classes. We also try to ensure, as far as possible, that they are with the same teacher, at the same time as the normal class and with the same group of students. It will, by necessity, involve an element of self-study.

Get ready!

Be seen and be heard

In virtual lessons students need to have a camera in order to participate fully. If you have ever used Skype, FaceTime or any other video calling app, the experience is very similar. Ear/headphones with a built-in microphone are also needed to speak to the teachers and other students throughout the class.

Test your video and mic before the lesson if you are not sure they work.

Be in a quiet place

The great advantage of Virtual lessons is that you can choose where to study. For the best experience, however, find a place where other people will not interrupt and where noise is not a problem. Being interrupted and constantly on the move can result in a poor learning experience.

Use a desktop/laptop computer rather than phone or tablet.

Be properly connected

You are going to need a stable internet connection. A poor connection will mean students may find it hard to hear or see each other and the teacher. This can be frustrating for everyone.

Get online!

Open Chrome browser
This is the best browser to use with the platform, other browsers may not work.

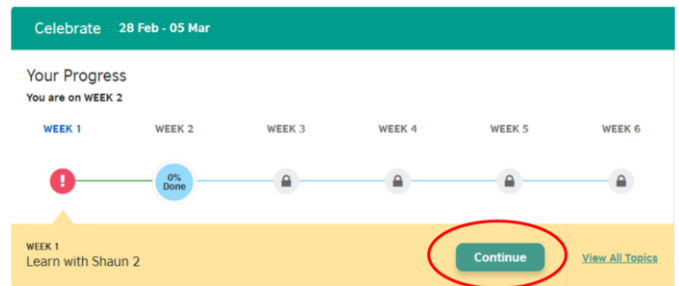**Open https://englishonlinelearn.britishcouncil.org**

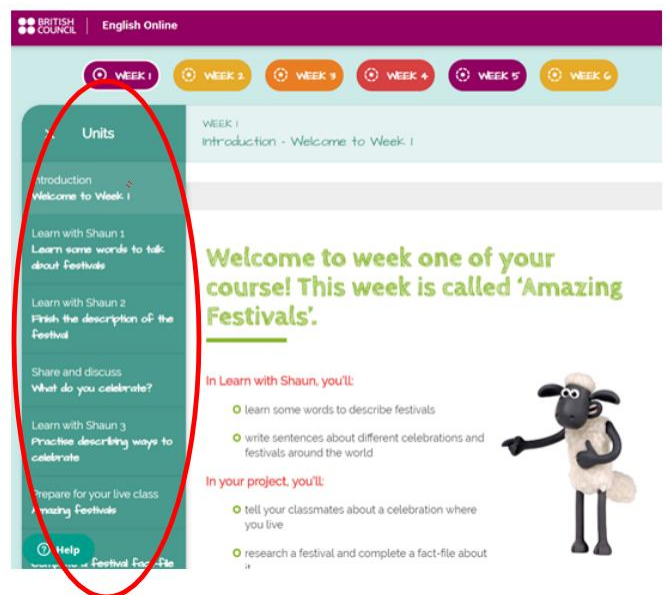and use your email address and supplied password to log on

Click on the **Continue** button

Access lesson activities
You can do these before or after the live Virtual Lesson

Click "Validate" to see instant scores. Click on "reattempt" to repeat the activity.

How the Virtual Classroom works

You will see these buttons at the bottom of your screen:

🎤 📹 ✋ ⋮ 🔴

🎤 This button mutes your microphone. Click again to unmute

📹 This button stops your video feed. Click again to become visible again

✋ Click this button to raise your hand to ask the teacher a question.
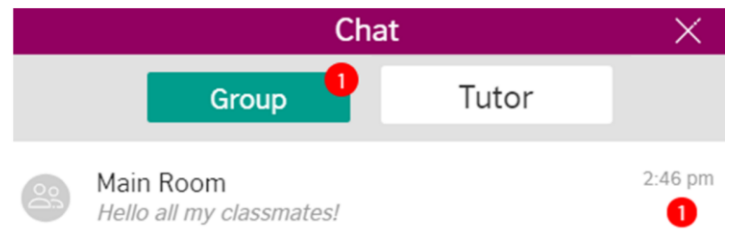Click it again to lower your hand.

🔴 Click this button to leave the lesson

💬 This is the lesson chat. You can send written messages to everyone in the classroom or to your teacher.

Be polite and don't send too many messages at once.

Chat ✕

Group ①   Tutor

Main Room   2:46 pm
Hello all my classmates!   ①

House Rules

We expect all our virtual students to be responsible for their behaviour when taking part in virtual lessons

Positive Behaviour

Like all classes, virtual students and teachers are expected to respect others. This means they need to:

- Be friendly to other students
- Let other students join in activities with them
- Try the activities their teacher asks them to participate in
- Follow the teacher's instructions
- Listen to others and give them an opportunity to speak
- Make sure they are the only person on their camera
- Ask for help from their teacher or tell an adult that they trust if they are unhappy.

We believe that the most effective way of achieving our aims is to praise and encourage positive behaviour.

Unacceptable Behaviour

Students must not show any of the following behaviour:

- Use of or threat of violence
- Bullying
- Deliberate disobedience
- Discrimination
- Use of swear words in any language
- Use of telephones during lesson time
- Sending impolite messages.

In addition to this students and parents must abide by the rules in the signed **Code of Conduct.**

Code of Conduct

No recording

Parents/Guardians are responsible for ensuring that no screenshots or recordings are taken at any time during the virtual class. Failure to comply strictly with the no recording policy may result in expulsion from British Council courses.

Only learners on camera

No person other than the learner must be visible on camera at any time during the class.

Contacting learners

No person apart from the learner should attempt to contact any other learner in the class.

Sharing personal data

The sharing of any form of personal data, including telephone numbers, e-mail addresses and all other forms of personal data or contact data is prohibited.

Appropriate use

Learners should abide by all policies covering the appropriate use of virtual learning platforms managed by the British Council. Learners should only interact with other learners in the virtual classroom environment provided for this purpose, and will not attempt, or aid any attempt by another person, to interact with other learners outside of the virtual learning environment.

Anti-bullying policy

Learners must follow the behaviour policy applicable for face-to-face classes, including our zero tolerance stance on bullying.

Failure to abide by this behaviour policy may lead to the student's suspension or exclusion from the course.