## MyCoolClass Code of Conduct

### Summary

We believe that part of what makes learning on MyCoolClass special is the chance to talk to teachers and other learners from all over the world and learn from each other.

Being part of this learning community means behaving with honesty, respect and kindness to fellow learners and our teachers.

Therefore, as a MyCoolClass Learner, you agree that:

#### You are at least 13 years old.

Any owner or users of a MyCoolClass account must be at least 13.

If you are a parent or guardian of a child under the age of 13 and wish to use MyCoolClass classes or courses to help with their education (e.g. home schooling) you should use register using your own MyCoolClass parent account so that you can add your children, who will have a student account under your account. This enables you as the parent to choose and assign the classes or courses you feel appropriate to your child(ren), and to work through the materials with them and take part in any conversations as yourself.

## You have registered for one account only, and use an appropriate profile name

On your MyCoolClass profile, we encourage you to use the name that you prefer to be known by in your daily life.

However, if you have privacy or safety concerns, you are welcome to use a different profile name, or just to use and initial for part of it.

Profile names must not impersonate another person (living or dead), other users or brands and must be in line with the rest of this Code of Conduct.

## You will not share your personal contact details on the MyCoolClass platform or ask another learner for theirs.

We consider personal contact details to include your email address, postal address, telephone or mobile number or direct communication tools such as Skype or Snapchat.

This is for safety and privacy reasons: you do not know who might be reading your comments and who may contact you other than the person your thought you were sharing your details with.

It is fine to provide links to a social network such as Twitter or Facebook, but please make sure you are happy with your privacy settings before you do so.

# The comments and assignments you post are your own work, and if you are quoting anything from another person or place (including other comments), you credit the author.

Do not copy another learner's comment(s) and pretend that it is your own. If you agree with a comment, "like" it instead or leave a reply.

If you wish to quote text from another source, remember to show where it came from. If its from the web, include the URL.

## You are respectful to other and do not use words or share content that is offensive or inflammatory.

This includes, but is not limited to, language, names or content that is sexist, racist, homophobic, transphobic, antisemitic, Islamophobic, sexually explicit, abusive, contains swearing or is otherwise likely to cause offence.

Remember that you are in an inclusive learning environment shared with people who may be of different ages, nationalities, religion's, cultures, and backgrounds, with different knowledge, ability, and experience to you.

Communicating online through text can lead to misunderstandings, so it is important to give other people the benefit of the doubt and be kind in all your interactions: sometimes its difficult to know of fully appreciate the situation of the person you are talking to.

# If you disagree with someone's ideas, you will discuss their ideas rather than criticise or attack them personally!

We consider a personal attack to be a negative comment directed to or about an individual that is about them personally or uses personal information against them.

This applies to comments directed at our teachers and course contributors as well as learners, for example comments about the physical appearance of a teacher or contributor in a video.

If a comment is believed to be libellous, it may be hidden for legal reasons.

Do not persistently argue with another learner or teacher! If you are not able to resolve your difference, you should stop communicating with them, otherwise you may have to leave the class or course.

#### Taking part in assessments and tests

We expect you to take part in assessments and tests honestly and not to share the answers.

The only time its fine to share the answers is when the class or course teacher requests you to do so.

If there is a story as part of the course, please don't share the "spoilers"!

## You are supportive and constructive when offering feedback to other learners in activities such as Peer Reviews and discussions

Feedback should be offered in order to help the recipient, rather than make them feel bad. Giving constructive feedback is a skill in itself, and extremely valuable to the learning process.

# You are law-abiding and do not participate in, condone, or encourage unlawful or potentially harmful activity.

This includes threatening or encouraging suicide or self-harm as well as a breach of copyright, defamation, or contempt of court.

You must not offer unsolicited health advice to other learners, even if you are qualified or knowledgeable in that area.

You will not behave in a way that could be viewed as: sexual harassment, coercion, or grooming.

# You are here to learn, not advertise products or services and you will not use MyCoolClass as a platform for campaigning!

This includes personal and not-for-profit websites.

Its fine to link to link to commercial websites when requested to do so as part of a course activity. However, if you repeatedly post comments to promote or campaign for something, even if it is not commercial, this will be considered spam (see below)

You are encouraged to add to conversation but do not "spam" other learners by posting the same comment multiple times, or by posting comments that are unrelated to the class or course.

Completely off-topic comments and identical (or near identical) comments posted repeatedly will be considered spam.

Off-topic comments that are not related to the overall subject of a course or to a specific step can be viewed as "spam". It is natural for conversations to drift, but completely unrelated comments can be disruptive and frustrate other learners.