

Netiquette

When you communicate with your colleagues or a superior, through discussion forums, chat sessions, emails, social networking sites, blogs, etc. in an online environment and when you use online materials such as lecture notes, audio visual materials, additional reading materials, etc., there is a set of rules and guidelines for acceptable behavior to follow. These are also called as Netiquette. During your online learning of the courses offered through Learning Management System, you will frequently be asked to participate in online discussions, chat sessions and blogs and will occasionally do peer reviews of your colleagues' work.

Here are 10 rules of netiquette that will help you successfully communicate as you learn online.

1. Always be polite and there should not be any ironic tone in your message. Moreover, you should not criticize others ideas or creations. Instead, you can provide them a motivational comment with a positive feedback and you can give suggestions to improve using clauses such as 'It would be better if you could' or 'You can improve this work by'.
2. Misleading others intentionally or unintentionally is not accepted when sharing ideas and knowledge. You should check the facts you are going to share. It is better if you can provide sources. If you're not an expert on a topic, maybe you shouldn't be acting like you are. Providing inaccurate information degrades the quality of discussion.
3. Use simple language to talk online. If you are not familiar with English language you can use Sinhala Unicode or Tamil Unicode to type letters in Sinhala or Tamil. Or, you can simply type the Sinhala or Tamil word using English letters.
4. Always make an effort to use proper spelling and grammar. Spend some time to check them before you publish.
5. Online study resources should be used to support only learning. Do not copy and redistribute them to others.
6. Do not copy from online resources or printed resources when you answer assignments or quizzes. Hiring another person to do the quiz or assignment would cost you learning opportunities. While there may be a short-term gain, there are also long term costs. If you graduate, it will be with a weaker skill base.

In Sri Palee Campus, your success in online education is our priority.

Enjoy your online experience!