

## USING MOBILE DEVICES IN THE CLASSROOM

Mobile devices, including smart phones, tablets, laptop computers are now common place in our daily lives. Their use in professional environments, such as a classroom, however, requires following some basic rules of professional etiquette.

In general, use of laptop computers and tablets in the classroom are allowed, but only for class-related activities. For example, the instructor might have posted his/her lecture notes online, and you may follow the class by downloading, looking at and taking notes of those lecture material by using your laptop / tablet computer. Also allowed are use of technical computing software, such as Altium, Matlab or other simulation software in the class / lab as directed by the instructor. All non-class related use of computers and mobile devices, including but not limited to using social media, playing games, browsing the internet, texting or messaging with others, etc., however, are strictly prohibited because of several reasons:

1. It distracts you, and prevents you from learning the material: remember – you are paying for this class.
2. It distracts the instructor and prevents him/her from concentrating and effectively delivering the course material.
3. It distracts the students around you and prevents them from following the class: remember that they too are paying for this class, and we all must respect everyone's right to effective learning.

If you are bringing a smart phone into the classroom, make sure that it is either OFF (preferable) or at least in silent / vibration mode if you are expecting, perhaps, a possible emergency call. In such a case, inform your instructor ahead of time, and sit near a door that would allow you to discreetly leave the classroom without distracting others, should the emergency call does come in. In fact, it is good practice to keep the phone in vibration mode at all times while you are in any professional setting, which includes the University.

A phone ringing in the class is immensely distracting to everyone in the class. If this happens to your phone in the class, the instructor may ask you to leave or take other forms of corrective action. You may then be counted as unexcused absent, and will of course, be responsible for all class material that you missed.

You are also not allowed to take pictures, audio recordings or video recordings of any class material, the professor or other members of the class, unless your instructor (and/or others whose picture you want to take) give you explicit permission to do so. Unauthorized copying or recording of any class material may be a violation of copyright or intellectual property rights.

Note that improper, unauthorized or non-class related use of all electronic devices may also impact the professionalism portion of your grade. Above all, such unprofessional conduct may lead to your instructor and your colleagues to have a very unfavorable impression of you, which would be extremely difficult to correct.