

Songmakers Best Practices for Etiquette

- 1) Make sure your instrument is in tune before the Zoom begins.
- 2) Think about what you want to play/sing and make preparations before your turn. If you are not ready, ask the Zoom leader to come back to you.
- 3) If you're not the performer, keep your mic muted, unless the performer has asked you to play.
- 4) After a performance, AND after applause ends, it's fine to say something special to the performer or have a question, but don't cut off applause.
- 5) Try to keep your presentation in the time of most other songs, usually 3-4 minutes.
- 6) The PERFORMER is the STAR and should not be interrupted mid-song.
- 7) Announcements should be made when the leader calls for them.
- 8) Make sure your humor or comments are not at another's expense or infringe on the privacy of another participant. If another participant is making you uncomfortable, send a private chat to the leader.
- 9) If you are a Zoom host and observe or receive a chat about inappropriate conduct, use your experience and judgment on how best to deal with it, keeping in mind that a Zoom leader can expel participants from any meeting.