



Code of Ethics for Online Learning

Who does this policy apply to?

This code of ethics applies to every student, past or present, at Vose Seminary as well as all staff at Vose Seminary.

Intellectual Property

All materials on Moodle, whether submitted by students as assignments, comments or discussions or provided by staff or lecturers for the purposes of online learning including (but not limited to) lecture notes, media, interviews, discussions, forums, multi-media presentations and comments on assignments become the intellectual property of Vose Seminary. Re-distribution or sharing outside the Vose Seminary community (virtual or otherwise) without written permission is expressly prohibited. All sources and owners of intellectual property must be clearly identified on all submitted work and in forums. You must credit sources of all ideas and theories, even if you have added to or changed them slightly. You may quote something submitted by another student, provided you credit the source.

Privacy

Assume that all comments, messages and posts in Moodle forums are available to the Vose Seminary community and do not write anything that you want to keep confidential. Do not post or reveal proprietary, classified, secret or otherwise restricted information about yourself or anyone else.

Responsibility

Any comments, posts, assignments or any other content submitted by students represents their own opinions, not necessarily those of Vose Seminary, the BCWA, their own churches or organizations or any other individual.

Use of Inclusive language

All students must use language that is inclusive and designed to make people of all backgrounds, ages, ethnicities, abilities, sexual orientation, genders and beliefs feel welcome.

Any statements designed to denigrate, humiliate or expose someone based on their background, age, ethnicity, ability or disability, sexual orientation, gender or belief will be taken very seriously and referred to the Principal for disciplinary action. You may not defame another person or say anything that may infringe upon their rights.

Facilitating the Online Learning Environment

All students are responsible for fostering a safe, accessible and welcoming learning environment. Avoid any behavior that makes learning harder for others. Abstain from sending provoking, distracting, misleading messages or comments to another student. Messages or comments crafted for the purposes of provoking anger or argument will not be tolerated, and will be removed. Send and post material to encourage, help, facilitate learning and build each other up. Avoid messages or comments that are:

- Irrelevant to the topic under discussion
- Are unclear or misleading, or deliberately obtuse
- Just repeat an earlier posting
- Vulgar or suggestive
- Rants, diatribes and temper tantrums

Remember that the online environment at Vose Seminary is a natural extension of its physical campus, so avoid using 'text speak' or shortcuts for words in public forums. (e.g., "u" instead of "you") Typing out the whole word will help everyone understand what you are trying to communicate.

Never assume another students' identity or hijack their account for the purposes of mockery, and never pretend to be someone else or attempt to mask your identity in your online interactions with other learners. (Role-playing activities are an exception.) Never alter documents of others. Never post documents under someone else's name, or submit another students' assignment on their behalf.

Behave the way you would in a classroom or boardroom, avoiding obscene and profane language.

Sending, posting or linking to pornographic or suggestive material is forbidden.

Conflict and Disputes

All students are expected to engage with learning materials in a robust and meaningful way, which will give rise to conflict or disagreements with other students and / or lecturers at times. This is to be expected, and planned for. Students are encouraged to question and challenge ideas, premises and theories. Students are further expected to listen to the views of others, and treat others' ideas and views respectfully and engage with them thoughtfully. Consensus is not necessary for good learning, but holding the space for one another to be different is an important aspect to the learning environment.

Students are expected to refrain from slanderous, libelous, provocative and abusive language and harassment. Any threats, whether sent privately or posted publicly, will be taken seriously and referred to the Police. If any student or lecturer experiences what they consider to be inappropriate behavior on the part of another, or if conflict is preventing learning for any one, it is the responsibility of the parties involved to make every attempt to achieve resolution. If

conflict cannot be resolved, contact your lecturer, tutor or the Vose Seminary office for further assistance.

Personal and IT Security

Do not reveal sensitive or identifying details about yourself or anyone else in the online forums or discussions. Notify Vose Seminary immediately if anyone in the online learning platform requests information such as your home address, phone number, TFN, Driver's license number, credit card number, account or password information, and do not request such information from other students.

Do not include attachments with your posts or comments.

It is each individual's responsibility to ensure they have taken reasonable steps to protect their computer from viruses including maintaining up-to-date with anti-virus software subscriptions.

Advertising and Promotion

The online forums and learning platforms available to students at Vose Seminary are to be used for the sole purposes of teaching, learning and discussion thereof. Do not use the platform or discussion threads to promote yourself, your organization or event, your company or its' products. It is ok to mention your own experiences and products that may be relevant to the course discussion, however the mention should be objective and low-key. Sales pitches, chain letters (including those for the purposes of prayer), advertisements or commercial activities are forbidden.