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INTERNATIONAL JOURNAL OF ADVANCED RESEARCH (IJAR)

Article DOI: 10.21474/IJAR01/19040
DOI URL: <http://dx.doi.org/10.21474/IJAR01/19040>



RESEARCH ARTICLE

NETIQUETTE FOR TEACHERS AND STUDENTS IN ENGLISH CLASSROOMS

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Manuscript Info

Manuscript History

Received: 06 May 2024
Final Accepted: 10 June 2024
Published: July 2024

Key words:-

Netiquette, Online Learning Environment, Email Communication, Online Education

Abstract

Netiquette is made up of two words net and etiquette. It is rules of conduct for respectable and appropriate communication. This article brings out the role of netiquette in helping the students to improve their soft skills, prevent miscommunication, helps students to understand what is acceptable when working online in different environment. The researcher analyses that practicing netiquette is a good contribution to the positive and productive online learning environment for both teachers and students. The concept of writing this article on netiquette is to explore how teachers and students can enhance their online learning experience, build their stronger connections and cultivate a positive and inclusive digital language learning environment. In this regard, the researcher tries to explain the brief history of netiquette, types of netiquettes and the essential part of netiquette for teachers and students, as well as netiquette guidelines for Email Communication and for online education. Moreover, this article is explained with good remarks, suggestions and with proper a conclusion.

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Introduction:-

Netiquette is a colloquial portmanteau of internet and etiquette. It refers to the unofficial code of policies that facilitate interaction over the networks. It regulates our behavior on social platforms, online chatting sites online games, text messaging and other online engagements. While social etiquette is ingrained in our social life from fairly a long time netiquette is a fairly recent concept. The developing norms remain in a state of flux and they vary from community to community. The most strongly emphasized netiquette points are multi posting, off-topic posting, hijacking a discussion and as such.

Etiquette, Ethics, Courtesy and Netiquette:

Etiquette helps learners arrive at a deeper understanding of the local culture. Rules of etiquette differ from country to country and are often culturally sensitive. By using correct etiquette, we are able to ensure that the communication is clear and effective. Ethics are moral principles that tell us what is right and what is wrong, while Etiquettes are behavior agreed upon by society and are used to navigate social situations. Courtesy is polite behavior: etiquette is appropriate or expected practice. Netiquette is made up of two words 'net' and 'etiquette'. Hence it is rules of conduct for respectable and appropriate communication.

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Netiquette and etiquette:

Rules and guidelines: Etiquette often has well-established, traditional rules and guidelines that have been refined over time and are widely accepted in a particular society or culture. Netiquette, being a relatively newer concept, is evolving and adapts to the changing dynamics of online communication. Netiquette guidelines can vary depending on the platform, context, and online community.

Verbal and Written communication: Etiquette primarily deals spoken communication and non-verbal cues in face-to-face interactions. Netiquette focuses on written communication, where the absence of non-verbal cues requires individuals to be more conscious of their tone, language, and clarity in their online interactions.

Anonymity and distance : Online communication often allows for a certain level of anonymity and physical distance between individuals. This can sometimes result in less inhibition and a higher likelihood of individuals engaging in negative or inappropriate behavior. Netiquette addresses these challenges and emphasizes the importance of maintaining respectful and appropriate behavior in a digital context.

While both etiquette and netiquette share common principles of respect, courtesy, and consideration, netiquette specifically guides behavior in the digital realm, while etiquette governs behavior in physical, real-world interactions.

Brief History of Netiquette:

The concept of netiquette, or “network etiquette,” emerged alongside the growth of computer networks and online communication in the late 20th century.

Origins in Usenet:

In the early 1980s, the Usenet system, a global discussion network, was one of the first online platforms where people could exchange messages and ideas. As the number of users grew discussions about appropriate behavior and guidelines for online interactions arose. This laid the foundation for the development of netiquette.

First Netiquette Guidelines:

In 1983, computer scientist Arlene Rinaldi authored a document called “The Rules of Netiquette” that outlined guidelines for appropriate havior on Usenet. Rinaldi’s guidelines emphasized respect, avoiding spam, and refraining from posting offensive or inappropriate content.

Spread and Standardization:

As the internet expanded throughout the 1990s, netiquette principles were adopted and adapted by various online communities and platforms. The guidelines were shared through FAQs (Frequently Asked Questions) and online discussion groups, helping to standardize the principles of netiquette across different online spaces.

The Rise of Email and Online Forms:

With the increasing popularity of email and online forums in the 1990s, netiquette guidelines became more relevant and necessary for maintaining effective and respectful communication in these mediums. Netiquette rules addressed issues such as writing clear subject lines, avoiding excessive quoting, and using appropriate language.

Evolving with the Web:

The advent of the World Wide Web in the mid-1990s brought about new challenges and opportunities for netiquette. The web introduced features like guest books, comment sections, and online chat, which required additional guidelines to ensure respectful and constructive participation.

Contemporary Netiquette:

As online communication continued to evolve with the growth of social media platforms, instant messaging, and video conferencing, netiquette adapted to address new forms of digital interaction. Current netiquette guidelines cover aspects such as cyber bullying, online privacy, responsible sharing of information, and appropriate behavior in virtual meetings.

Today, netiquette is a widely recognized concept and a set of norms and guidelines for online behavior. It helps foster a positive, respectful, and inclusive online environment where individuals can communicate effectively and with consideration for others.

The Primary reasons for The Existence of Netiquette:

Netiquette establishes guidelines for respectful and courteous communication in the digital realm. It emphasizes the importance of using polite language, avoiding offensive remarks, and treating others with respect. By promoting respectful communication, netiquette helps to maintain a positive and inclusive online environment. Netiquette guidelines facilitate effective and meaningful interactions in online spaces. By encouraging clear and concise language, proper grammar, and proofreading, netiquette ensures that messages are understood and reduces the risk of miscommunication. This fosters a conducive environment for productive discussions, collaboration, and learning. Online communication lacks the visual and auditory cues present in face-to-face interactions. Netiquette helps to mitigate the potential for misunderstandings and conflicts that can arise due to the absence of non-verbal cues. By setting expectations for tone, expression, and formatting, netiquette reduces the likelihood of misinterpretation and promotes smoother communication.

Netiquette establishes norms and expectations for behavior in online spaces. It encourages participants to be mindful of their digital conduct and promotes a positive online culture. By discouraging cyber bullying, trolling, and other negative behaviors, netiquette contributes to a safer and more inclusive online environment where everyone feels valued and respected. Netiquette encompasses guidelines for respecting privacy and intellectual property rights. It emphasizes obtaining permission before sharing or using others work and giving proper credit for references or citations. This ensures that individual's privacy is respected and intellectual property is protected in online interactions.

Adapting to Digital Platforms and Technologies: With the ever-evolving digital landscape, netiquette helps individuals navigate the nuances of different online platforms and technologies. It recognizes that each platform may have its own rules and expectations for behavior, such as discussion forums, social media, or videoconferencing. By understanding and adhering to netiquette guidelines specific to these platforms, users can engage effectively and responsibly.

Overall, netiquette exists to establish a framework for respectful, effective and ethical online communication. It promotes positive interactions. It reduces misunderstanding and conflicts, and fosters a safe and inclusive digital environment for all participants.

Netiquette for Teachers:

Clearly communicate your expectations for online behavior and netiquette to students at the beginning of the course. This can include guidelines on respectful communication, appropriate language, and professional conduct. Maintain a professional tone and language when communicating with students online. Avoid using slang, abbreviations, or informal language that could be misconstrued or considered unprofessional. Respond to student queries and messages in a timely manner. Acknowledge their effort and provide constructive feedback promptly to foster a positive online learning environment. Ensure that your language is inclusive and avoids any discriminatory or offensive remarks. Encourage respect for diversity and foster an inclusive and safe space for all students.

Teachers have to familiarize themselves with the online platforms or learning management systems being used and follow the guidelines and policies set by the institution. Teachers have to use official channels for communication and avoid personal social media accounts for professional interactions. Be mindful of student privacy of their online interactions and submissions. Teachers should encourage the students to practice netiquette by modeling good behavior themselves. Teachers should use positive reinforcement to acknowledge respectful communication and discourage any form of cyber-bullying, harassment, or disrespectful behavior.

Netiquette for Students:

Students have to use respectful language and tone when interacting with teachers and fellow students online. Students must avoid using all caps (which is considered shouting), offensive language or engaging in personal attacks. Students have to be aware of time zones and considerate of others schedules when sending messages late at night unless it is an emergency. Netiquette guides that students should take the time to proofread their messages and assignments before submitting them. Students have to use proper grammar, spelling, and punctuation to ensure clear

communication. Students are able to participate and engage actively in online discussions, ask questions, and contribute constructively to the learning environment. Avoid spamming or sending irrelevant messages that may disrupt the flow of communication. Students should obtain proper permissions from the teachers before sharing or posting any content that belong to others, including images, videos, or written work. Students also must respect the privacy and intellectual property rights of others. Students are also to be followed the instructions and guidelines provided by their teachers and institution regarding online behavior, assignments, submission deadlines, and other course-related aspects. Students are supposed to respect the diverse backgrounds, opinions, and perspectives of their classmates. Avoid making derogatory or offensive comments based on race, gender, religion, or any other factor. Netiquette can help students to improve their soft skills, prevent miscommunications, helps students understand what is acceptable when working online in different environment. Students must remember, practicing good netiquette contributes to a positive and productive online learning environment for both teachers and students.

Netiquette Guidelines:

Everyone should be respectful and considerate in online discussions and must be avoided personal attacks or offensive language. Everybody should use threaded discussions appropriately as well as stay on-topic and avoid derailing discussions. Consider the time zones of your classmates and teachers when scheduling meetings or sending time-sensitive messages. Meet assignment deadlines and communicate proactively if you anticipate any challenges. In this connection, everybody must respect the opinions and respective of others.

Strategies for Promoting Netiquette:

To promote netiquette in online education, teachers can integrate netiquette discussions into the curriculum, dedicating time to explain and reinforce the principles. They can also lead by example, demonstrating respectful and professional behavior in all online interactions. Regular reminders and reinforcement of netiquette guidelines can serve as gentle nudges to students and teachers alike. Ultimately, creating a culture of netiquette in online education requires collective effort and consistent practice.

Conclusion:-

In conclusion, understanding netiquette is crucial in today’s digital age, particularly in the context of online education. Netiquette or online etiquette, encompasses a set of guidelines and principles that govern respectful and appropriate behavior in online interactions. By adhering to netiquette, both teachers and students create a positive and inclusive learning environment that fosters effective communication, collaboration, and mutual respect.

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