

Hello Parents ,

Greetings !

Keeping in mind your child's safety and Government guidelines , school has decided to start the academic session 2020-2021 virtually. The Solution will be implemented using Google Classroom.

Your ward has been issued a new email-ID from the school which you must have received on your email/whatsapp. This is the only EMAIL which will be utilised for attending classes and getting the other academic work related to school.

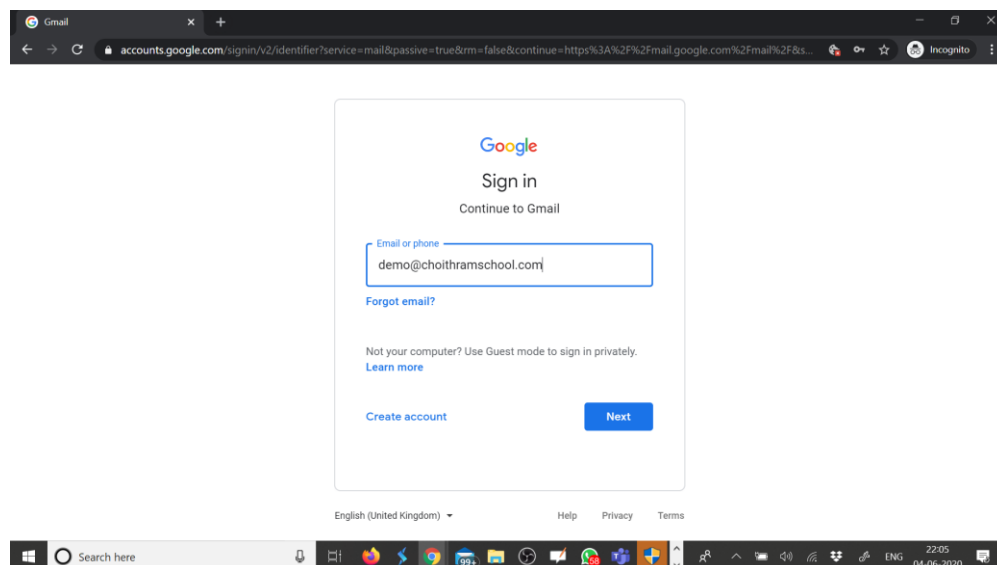
You are recommended to use any basic PC / Laptop to attend the class as that offers a bigger screen and the child will be able to read from the screen comfortably ( Even Laptop/PC based on entry level ATOM processor will work fine). The following is the process of using the virtual class using PC/ Laptop. ***It is recommended not to use phone.*** You may use any basic Android tablet as well . For android devices you will have to download Google Classroom app and Google Meet app from the playstore.

The Email ID can be opened by going to

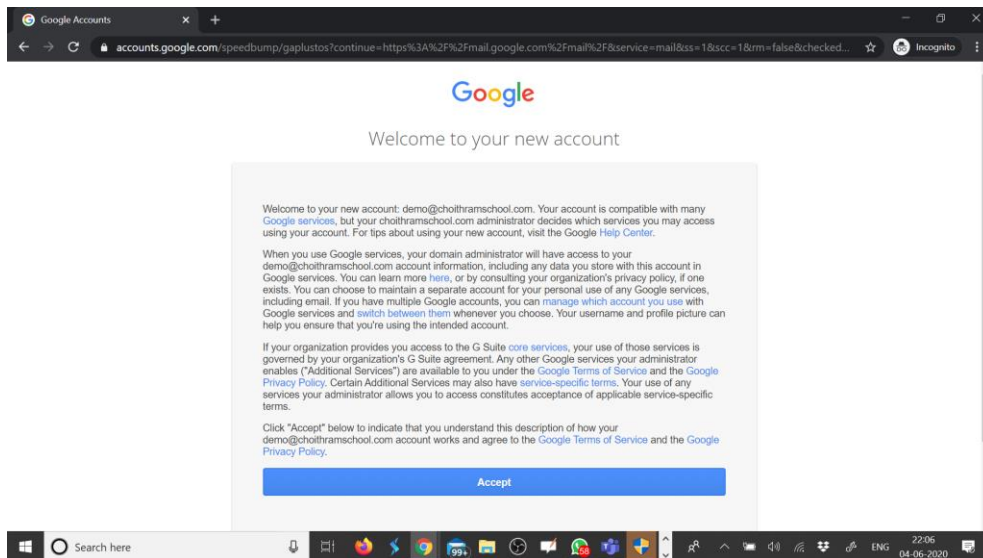
[www.gmail.com](http://www.gmail.com)

( In case you are already using some gmail account from the same device, please sign out from all the gmail accounts )

You have to login using the E-Mail ID Provided by the classteacher.

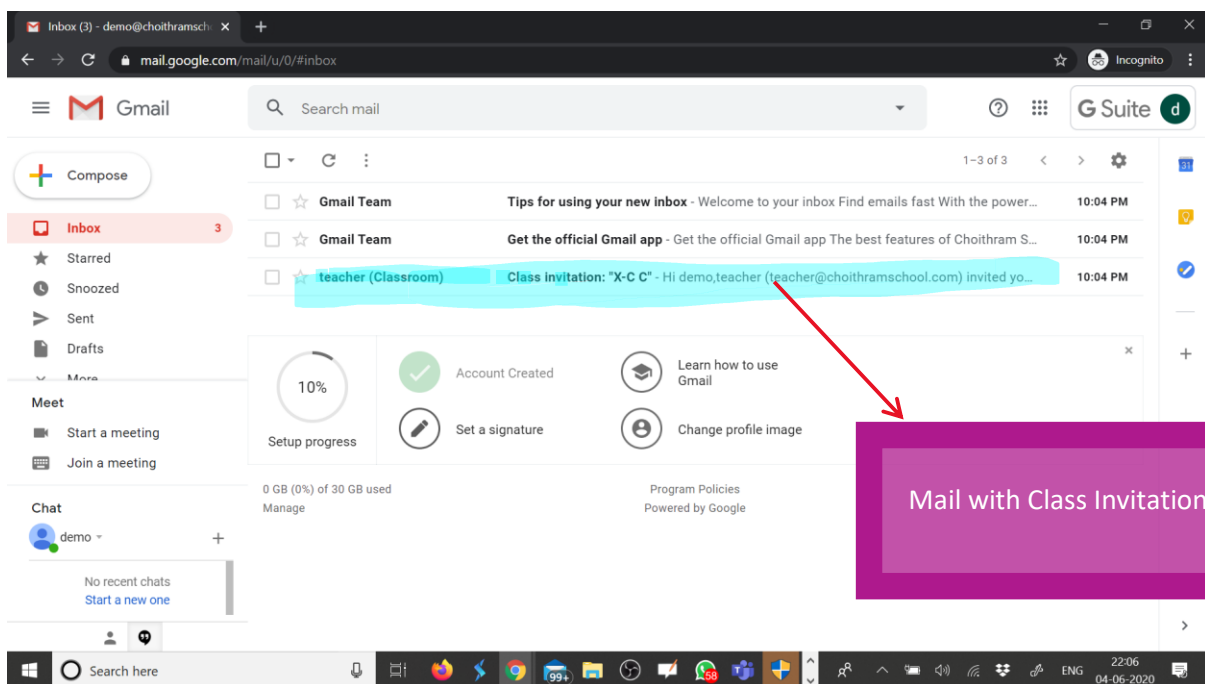


Click on NEXT and then put in the password provided. You will see the following screen

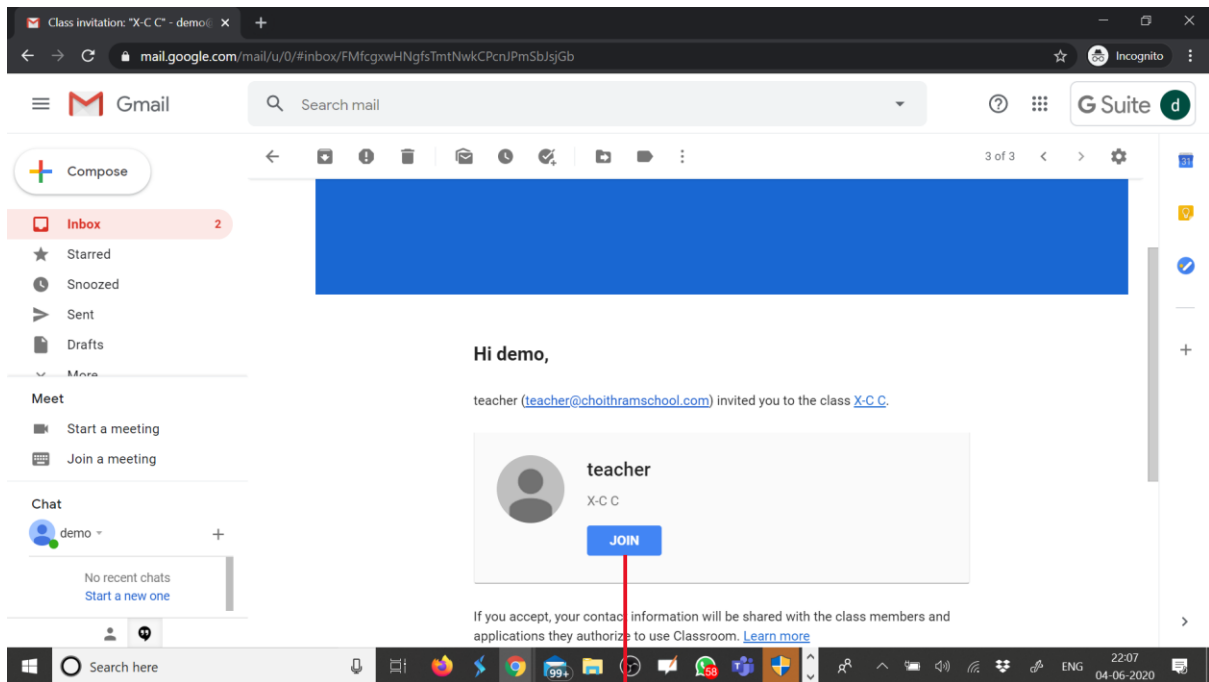


Click on Accept

Once you open the new Gmail you will find the inbox similar to one shown Below. Wherein you will see a mail with Subject Class Invitation.

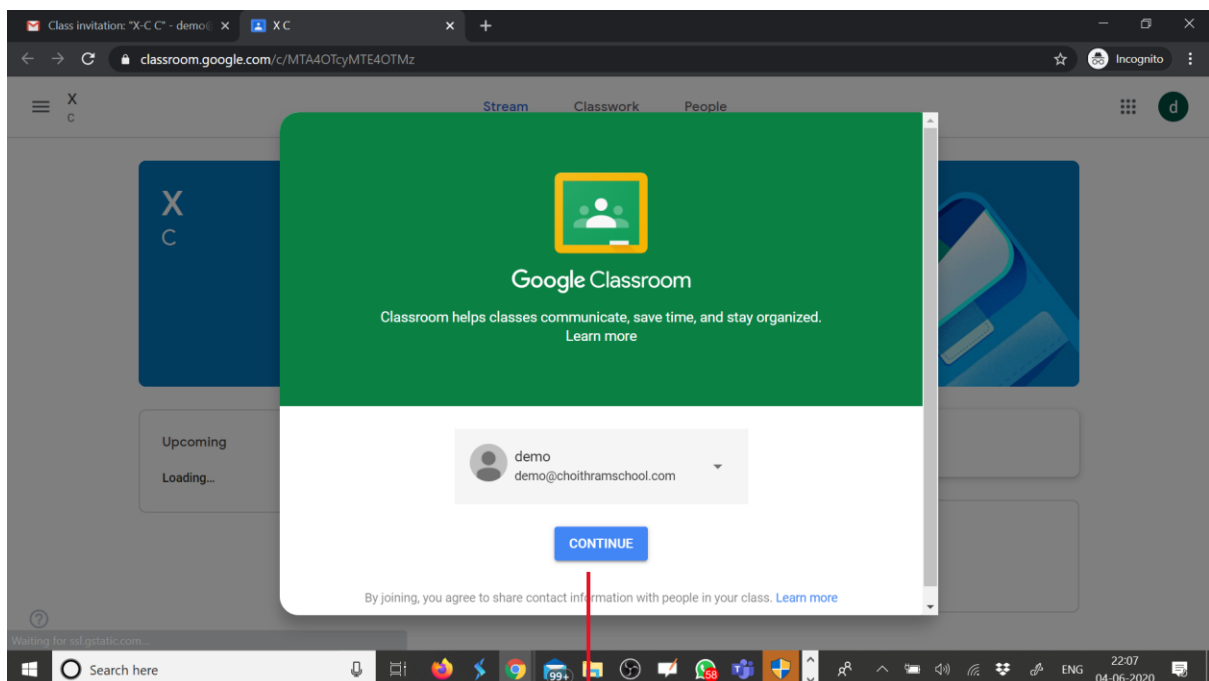


Once you click on the mail you will get the following Screen



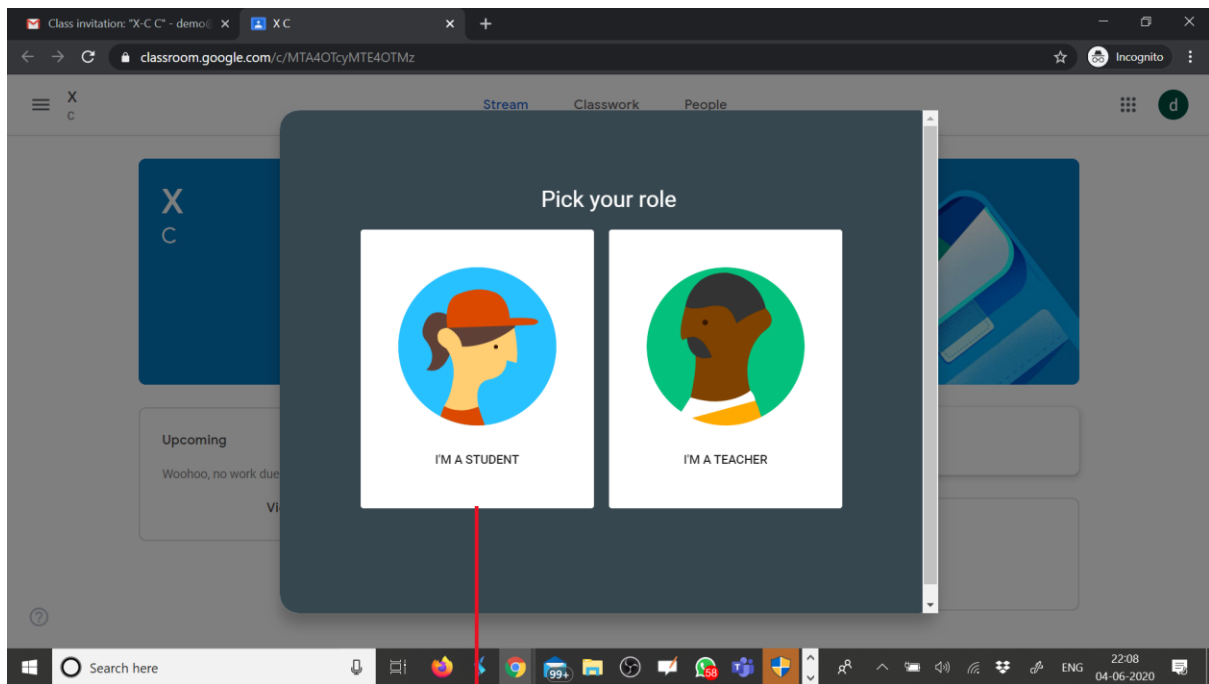
Click Here to JOIN Class

Once you click on join button the following screen will be visible



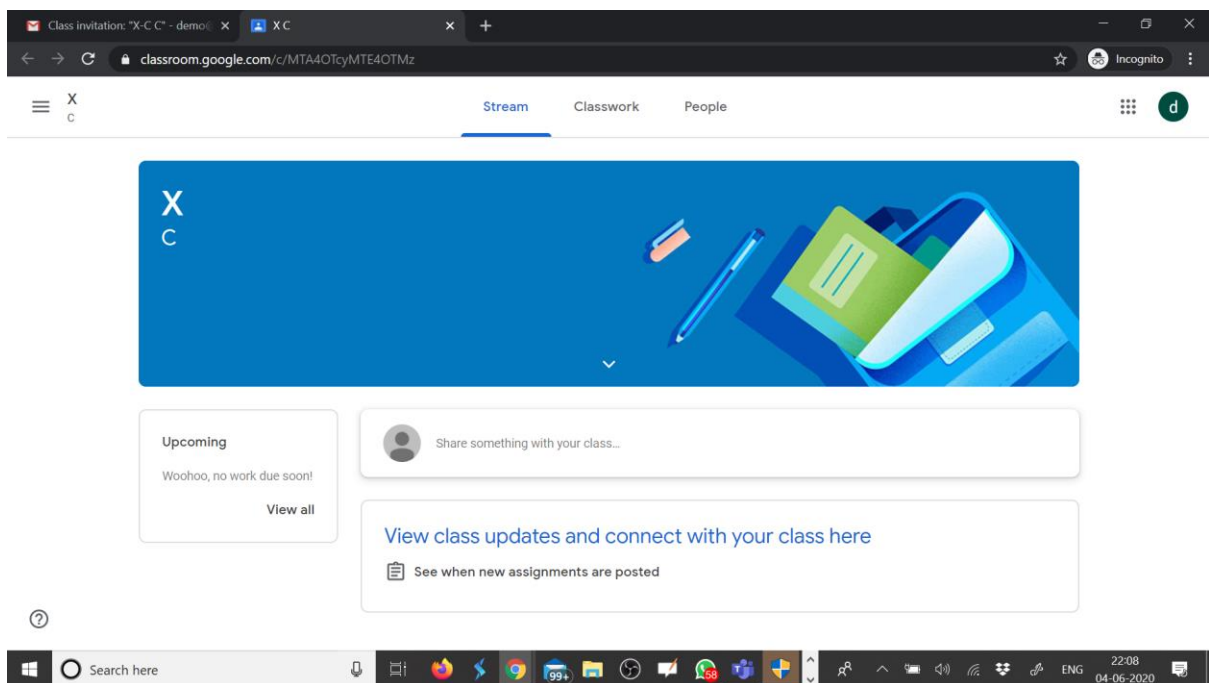
Click here to continue

Click on Continue, than you will see the screen shown below



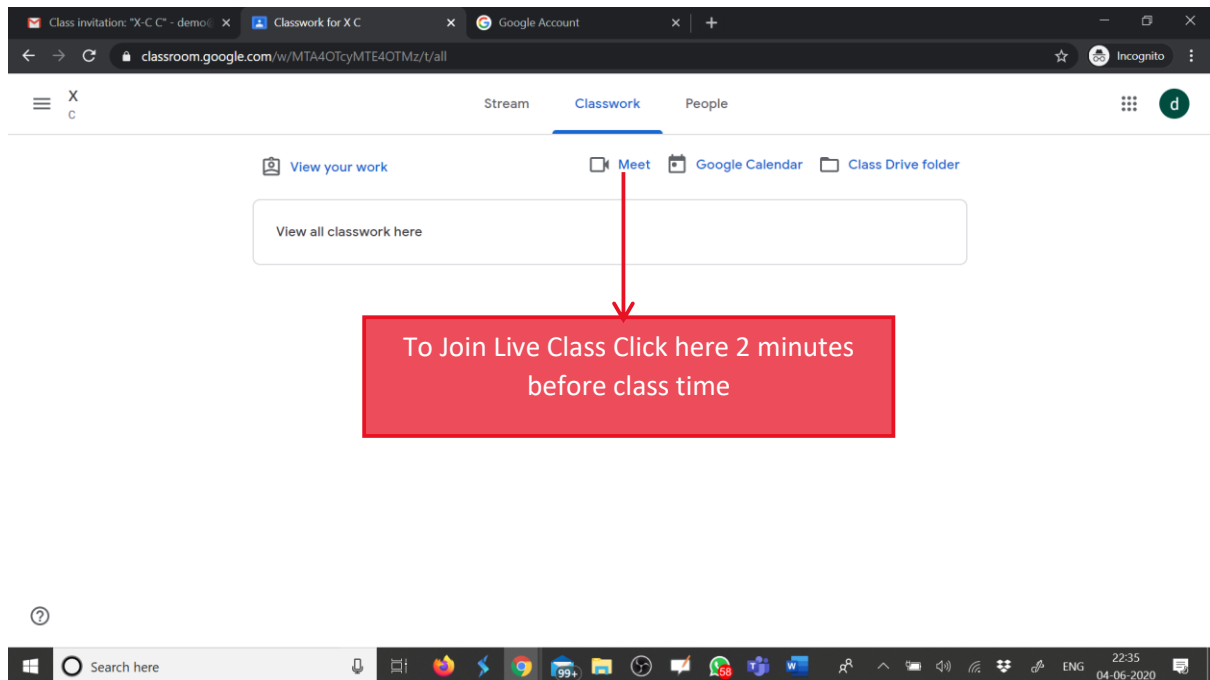
You have to choose I'M a student

You have entered your class now. And you will see the following

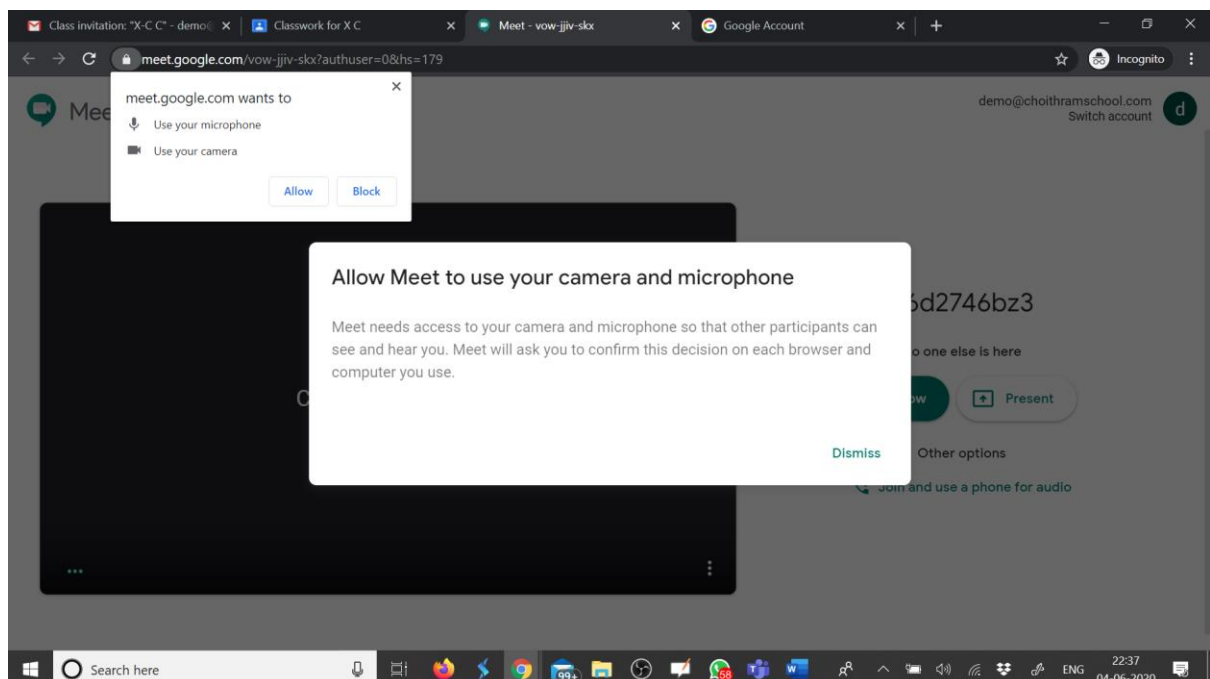


The Stream Option is the Message Platform where all the information shared by teachers will be seen. Whatever Instructions , assignment , study material is shared by the classteacher in the classwork option will also be visible here.

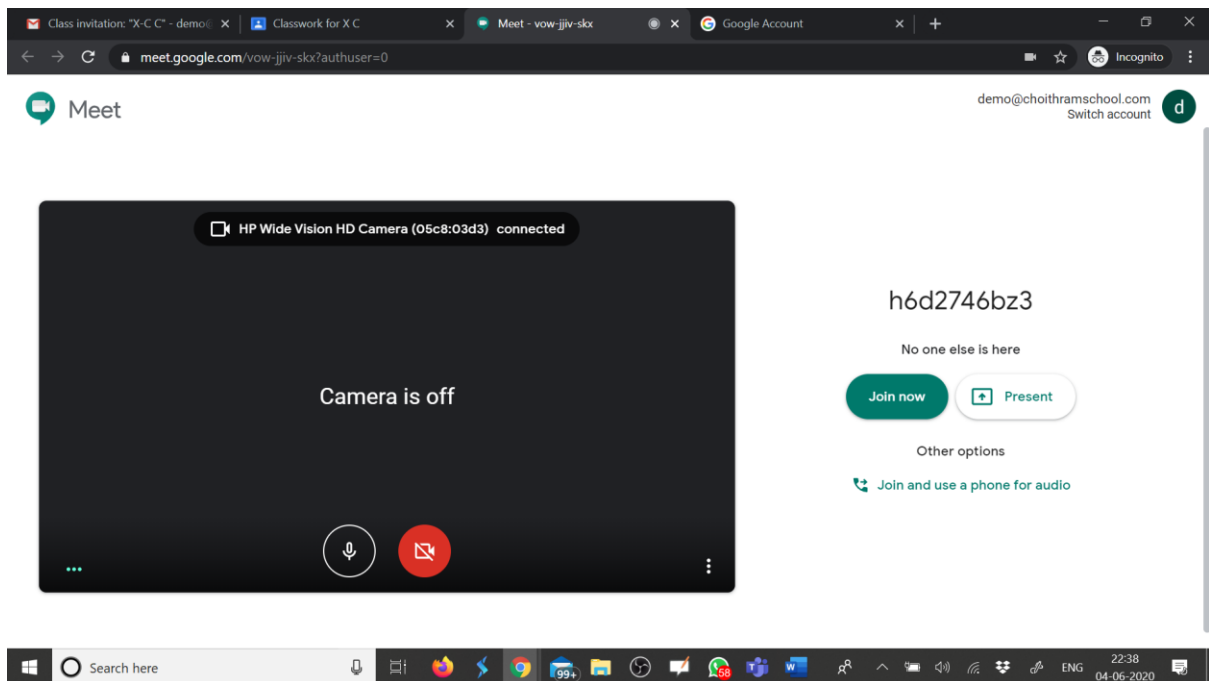
By going to the classwork option you can check all the work in the classroom. To Join the live class you have to come to this option 2 minutes before the scheduled class time and click on MEET button.



When you click for the first time you will see these options. Click on allow . After that Click on dismiss.



You will be able to join the class only after the teacher has entered in the virtual class

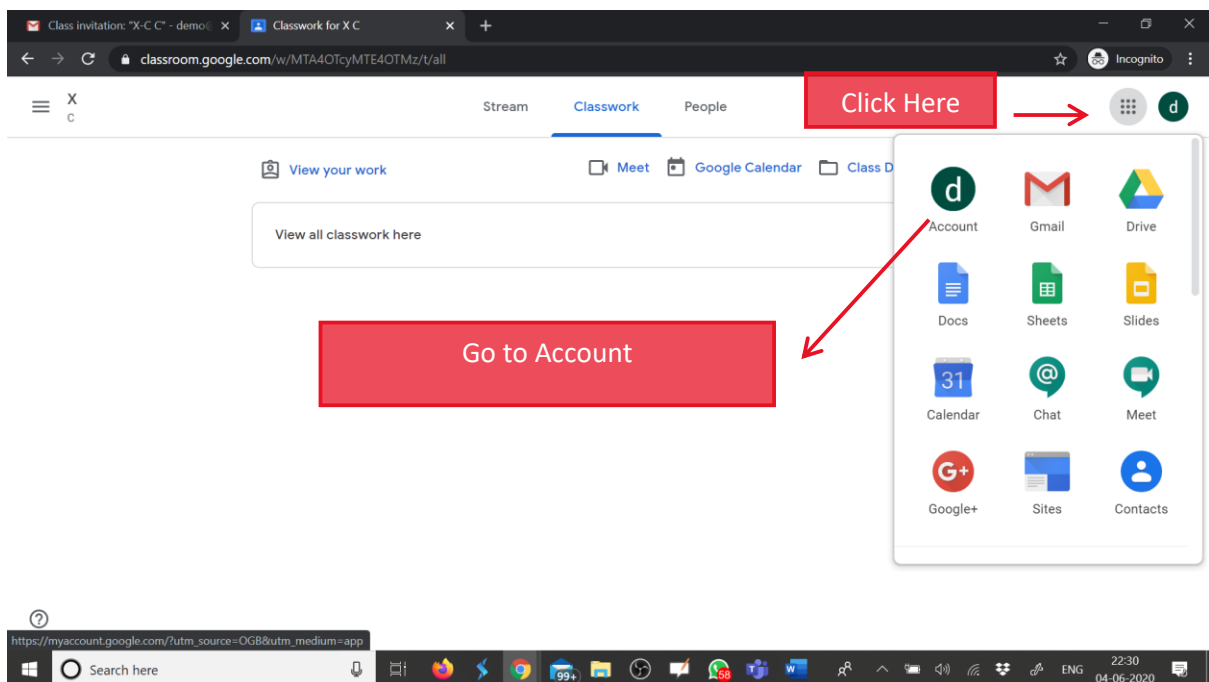


Click on Join Now to join the live class.

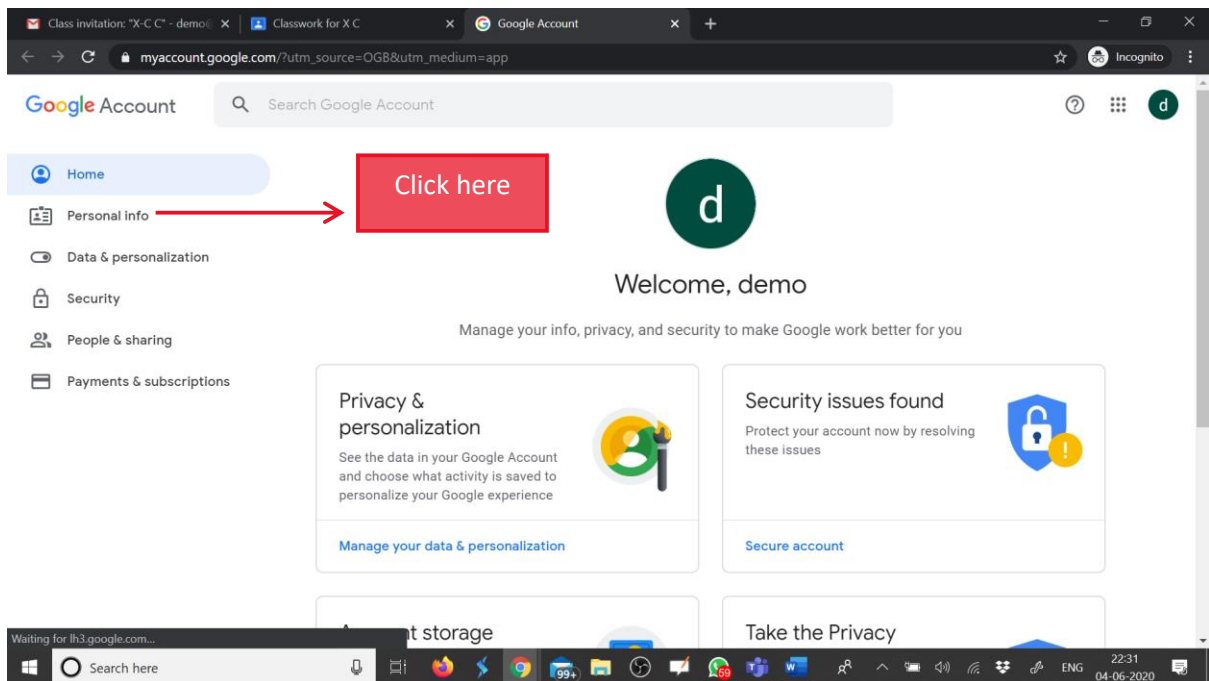
Anytime you want to enter the Classroom option next time please go to

[www.classroom.google.com](https://www.classroom.google.com) and then enter your login credentials ( Gmail ID Provided by school)

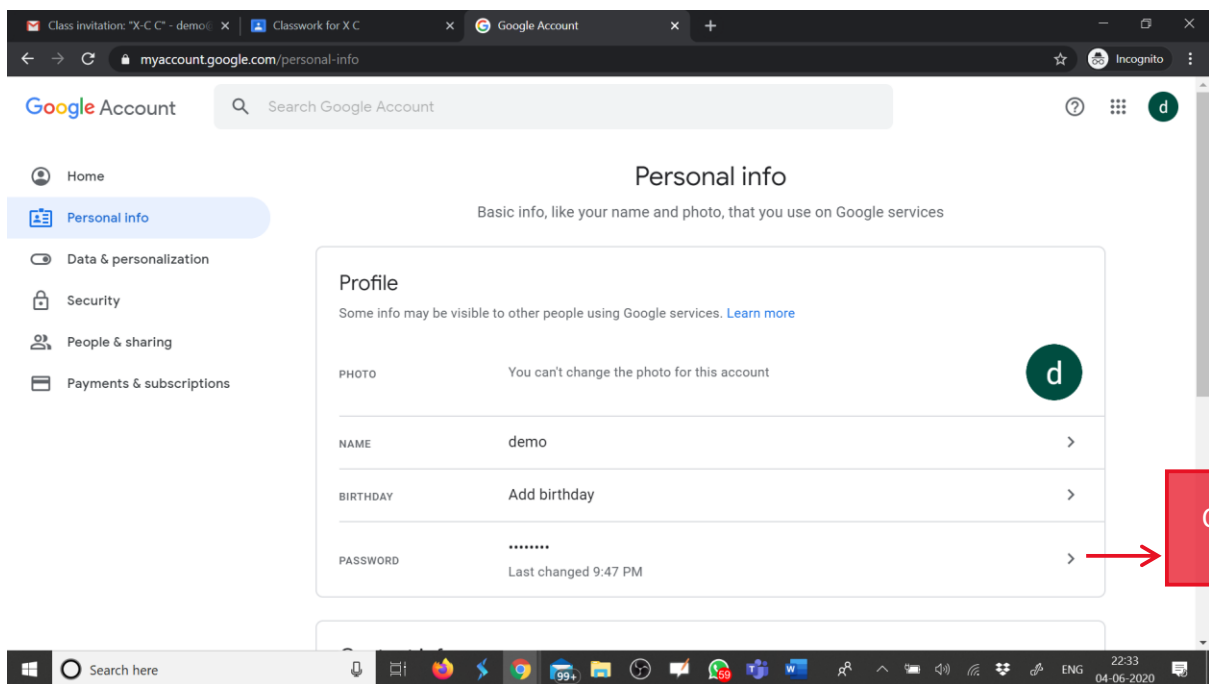
It is recommended that you Change Password of your school GMAIL ID after first login



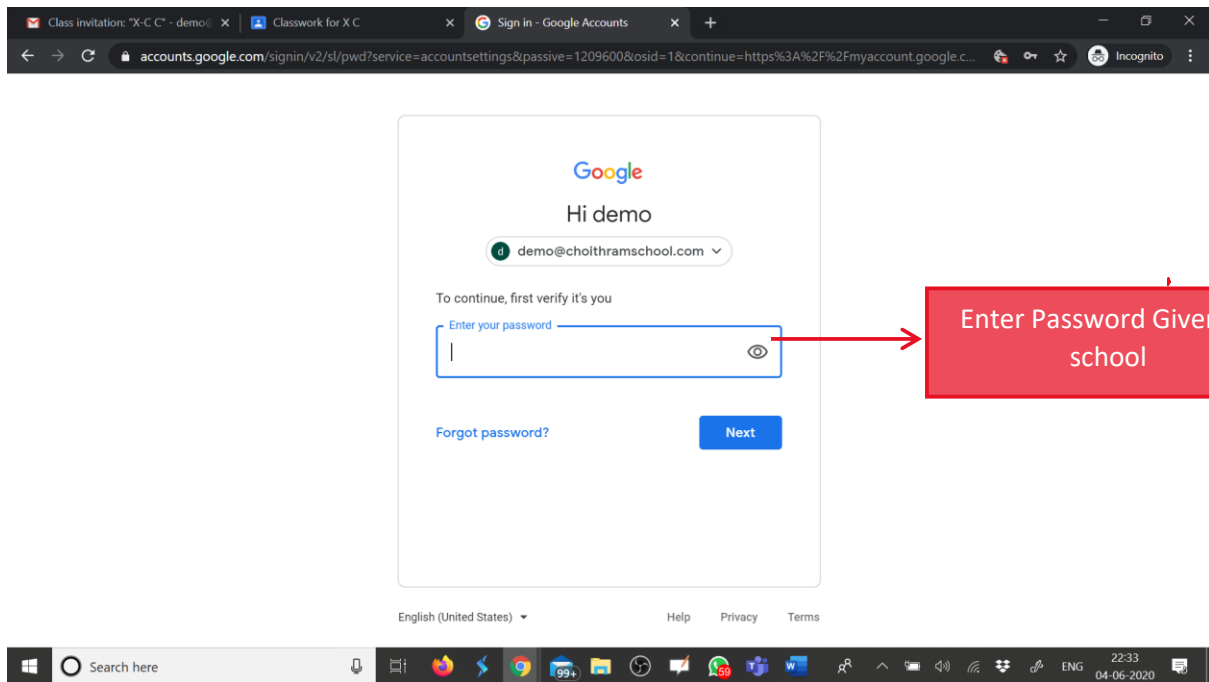
You will see the following screen



Click on personal Info



You will find the following screen



Than Click on Next

