

## GOOGLE CLASSROOM - REMOTE LEARNING

Dear parents,

Due to current situation, Gulf Model School is proudly initiating the e-learning for our students of phase 3. To ensure that all students benefit from the remote learning system we are using technology in the most productive and effective way. This interactive learning platform brings teachers and students together to the virtual learning and gives the comfort of one's own classroom. Teacher is virtually seen and students can also see their classmates and the tutor. This learning platform can be used in laptop, mobile and tabs. For better exposure, you are advised to use laptops.

This circular contains detailed procedure, how to be part of this learning journey.

Application required in the e-learning:

- GMAIL
- GOOGLE CLASSROOM.
- GOOGLE CALENDAR
- GOOGLE MEET / GOOGLE HANGOUT

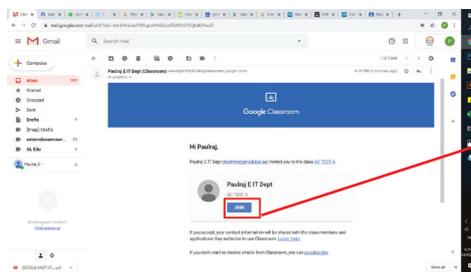
Follow the below steps to start your e-learning.

**STEP 1:** School will provide a unique Gmail ID from school G-SUITE. Once the student's IDs created class teacher will mail you the ID and password. Start accessing by following this circular from the beginning. If you have any doubt / clarification contact your class teacher for further support and guidance. It should be used only for school purpose.

**STEP2:** Class teacher will create a virtual classroom and add students to her class. Every student will get an alert in their official Gmail ids to join the class.

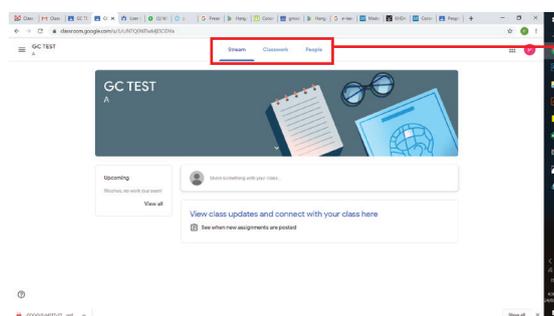
**STEP3:** Student should join the class by clicking the link given in their mail id, as show in the pic.

By clicking the link, you will become part of the class.



CLICK TO JOIN

**STEP4:** When you join you will be taken into your classroom as show below.



Google Classroom  
Student Page

- Stream:
- Notification
  - Comments
  - Posts
- Classwork:
- Assignment
  - Study Materials
  - Image and Video links
  - Test papers / quiz
- People
- Class Teacher
  - Subject Teachers
  - Your class students

In this 3 tabs you can see the details as mentioned in the left side.

**STEP5:** In Google Calendar, your class teacher will prepare a time table to be followed every day for your e-learning .

**STEP6:** Every class/ session time table will be mailed to your official school mail id for inviting you to attend the virtual classroom. (Conference call invite)

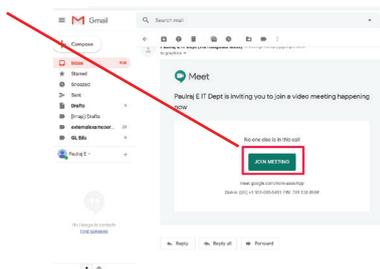
### How to join a Google Meet: Very Important.

10 Minutes before starting of the class, you will be getting a notification on your mobile / laptop through your official Mail ID.

Follow the below steps to join your class:

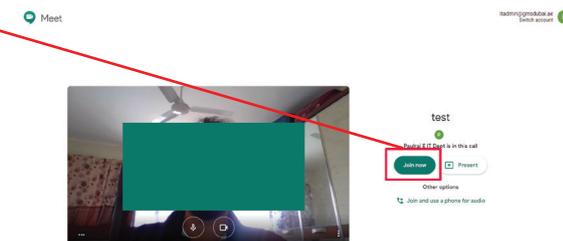
**STEP1 :** Click on the link sent by the teacher in your official mail ID.

**CLICK - JOIN MEETING**

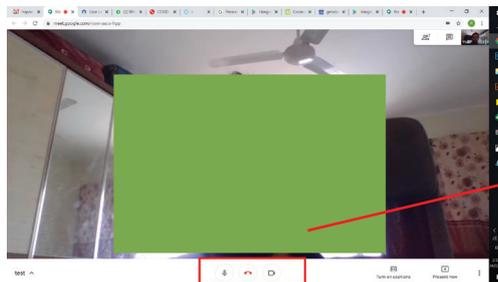


**STEP2 :** When you click Join Meeting, it will take you to another page.

**CLICK - JOIN NOW**



**STEP3 :** You are now online with other students.



- All should be active
- Speaker
- Call button
- Your webcam

## HAPPY LEARNING

Regards,  
Gulf Model School  
Dubai.