



# MEERUT PUBLIC SCHOOL GROUP

## Guidelines for using Google Meet as a medium of a virtual classroom

### For Students

To use Google Meet as a medium of online educational tool, you sign in on your computer or mobile device and join the meet. After you join a google meet, you can get work from your teacher and communicate with her.



### You can join Google Meet in 2 ways:

- Enter a meeting code—your teacher shares a meeting code with you. You sign in to meeting and enter the code.
- Accept an invite—if your teacher sent an invitation in an email message, in the message, under Join with Google Meet, click the link.

### On Joining

- After you join a class on one device, you're enrolled in that class for all devices.
- Your teacher will share instructions with you and you must follow those to have an enriching online experience.
- You're joining and leaving time and other details related to Google Meet will be projected on the screen. Therefore, follow the given Google meet timings and be punctual. This will ensure disturbance free learning experience.
- If you forget, lose, or delete the code or link before joining the class, request your teacher to share the code/link again.
- At the end your teacher will instruct you to leave the meet/ class and you are requested to follow her instructions.

### For Parents

- Google Meet is designed to work most effectively using the Chrome browser. You will need the Google Hangouts Meet app if using it on an iPad, iPhone or Android device.
- You can join a google meet with or without a gmail account.
- Click the link that was emailed by your child's teacher. The link will be something like: <https://meet.google.com/xxx-xxxx-xxx>
- The last digits will be different for every Meet that teacher sets up.

### To Join Google Meet from a Mobile or Tablet Device using Google account

- Download and open the Google Meet app on your device.
- Tap Sign into log in to the Google Hangouts Meet app with your Gmail account on your mobile device and log in by typing in your Gmail address and password.
- After logging in, enter the 10-digit code that was emailed by the teacher and click Join Meeting.

***Kindly feel free to ask any query related to online classes to the Home Room Mentor/ Class Teacher.***

***All the Best!***

With Regards