

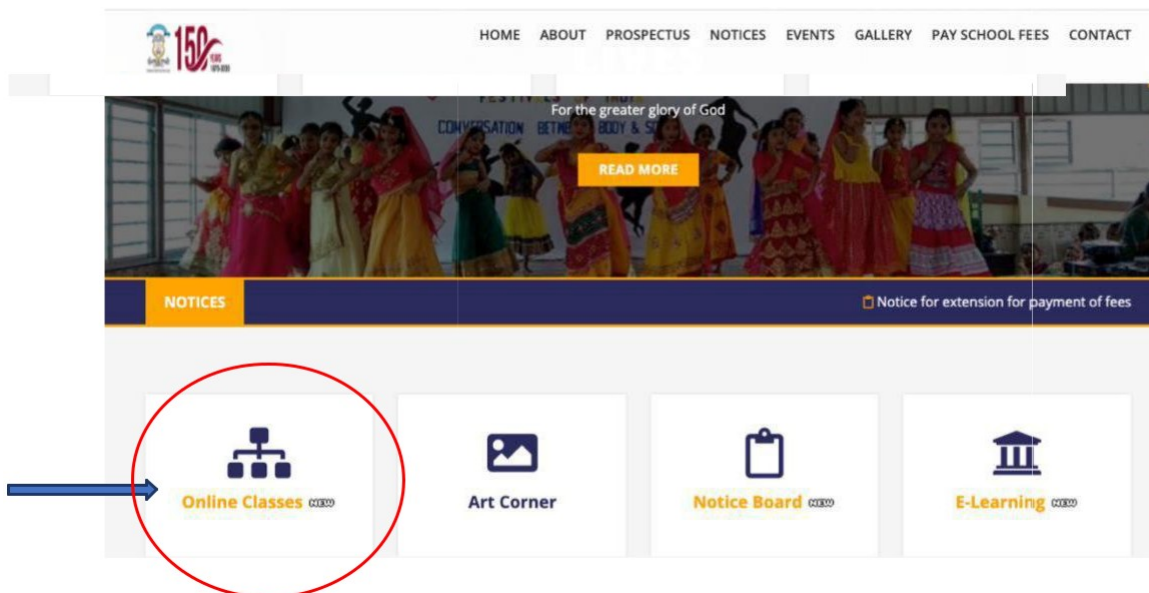
ONLINE CLASS GUIDELINES FOR STUDENTS / PARENTS

THE NEW ACADEMIC SESSION COMMENCES ON 18TH OF JANUARY 2021.
CLASSES WILL BE CONDUCTED THROUGH ONLINE VIA ZOOM TILL THE
SITUATION IS BETTER.

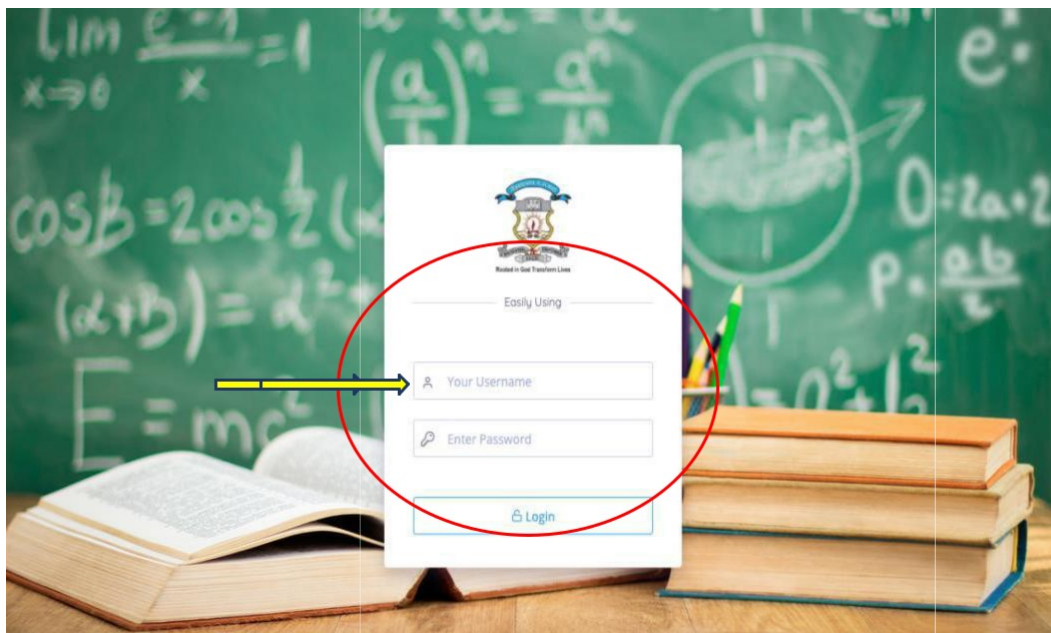
STEPS TO JOIN LIVE ONLINE CLASS

* **Please download the Zoom app on your Mobile phone/Laptop/Tablet or Desktop Computer.**

- Log on to carmelprimaryschool.edu.in
- Click on “Online Classes” on the Home Page





- The “Online Class Page” will open up on your screen



- Enter your user id and password.
- The daily class Subject wise Routine will be displayed in your dashboard along with worksheets and videos.

f. Click on the relevant Subject Name to join “Online Classes” as per your class and \section.

2	07 August, 2020	Class I	A	English Literature	Name of Teacher: Class and Sec: Subject:English Literature Topic Tom Sawyer Period No: 01 Time: 7.50am to 8.40am Time: Aug 7, 2020 08:50 AM Mumbai, Kolkata, New Delhi Join Zoom Meeting: (Zoom Link to be pasted)
					
					JOIN Eng Literature Class Meeting ID: 404 692 2599 Passcode: 983776

g. Timing for Live Online Classes - NURSERY , LKG AND UKG –

CLASS JOINING TIME	7:50 a.m. - 8:00 a.m.
CLASS TIME	8:00 a.m. - 8:30 a.m.

Timing for Live Online Classes – I , II , III , IV –

CLASS JOINING TIME	7:50 am – 8:00 am	8:50 am – 9:00 am	9:50 am – 10:00 am	10:50 am – 11:00 am
CLASS TIME	8:00 am – 8:30 am	9:00 am – 9:30 am	10:00 am – 10:30 am	11:00 am – 11:30 am

h. The following Timing given below will be followed only by **Hindi Students** from **UKG to Class IV** and it will be combined class for UKG (A , B , C) ; I (A , B , C) ; II (A , B , C) ; III (A , B , C) ; IV (A , B ,C).

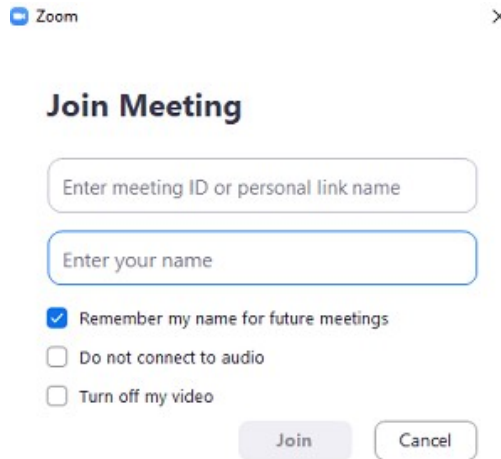
Timing for Live Online Classes for Hindi Subjects - UKG , I , II , III , IV –

CLASS JOINING TIME	11:50 am – 12:00 noon	12:50 pm – 01:00 pm	01:50 pm – 02:00pm
CLASS TIME	12:00 noon- 12:30 pm	01:00 pm – 01:30 pm	02:00 pm – 02:30 pm

CHANGE DISPLAY NAME

Students must login as

1. As soon as you start the Provision to enter “student enter the relevant details, class. The following follows:
 - a. Students’ Name
 - b. Class
 - c. Section
 - d. Roll No.



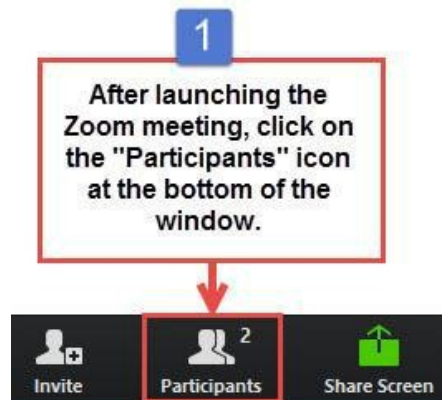
follows :

Zoom App there will be a details”. Students who do not will not be able to attend the students’ details are as

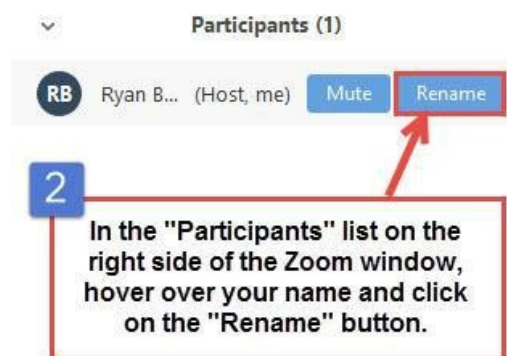
OR

2. After joining the Zoom Meeting:
Changing Your Name in a Zoom Meeting

To change your name after entering a Zoom meeting, click on the “Participants” button at the top of the Zoom window.



Next, move your mouse over your name in the “Participants” list on the right side of the Zoom window. Click on “Rename”.



Enter the name in the Zoom meeting and click on “OK”.

ONLINE CLASS GUIDELINES FOR STUDENTS / PARENTS

1. The School has prepared timetables for each section of every class. This needs to be followed regularly by the students.
2. The Online Classes will be conducted from Monday to Friday.
3. Students must be in School uniform and wear their school id card (id card must be visible).
4. The teacher will start the daily classes with a **short prayer**.
5. Guardians may keep a vigil on the students while they take online classes. But they should not under any circumstances interfere with the conducting of the class.
6. You will join a live classroom session via a waiting room . The teacher will admit you to the classroom as soon as possible , once you have entered the waiting room .
7. Your audio will remain muted by default . The teacher will decide if and when the audio of a student is required to be turned on. This should not be done without instructions.
8. Once you are in the classroom , make sure that you are able to hear the teacher. If not , check your audio connection defaults etc. The teacher cannot assist you to hear the proceedings in the classroom. It depends solely on your device. If by mistake or due to network trouble , you are logged out of a classroom , please rejoin the same using the same process as mentioned earlier. The teacher or any other student cannot help you in rejoining the class.
9. You are expected to maintain online etiquettes and follow instructions issued by the teacher.
10. You must be regular and on time for attending these classes. Attendance will be checked and recorded.
11. For the success of the live online classes we need your full co-operation.

I assure you of our prayers for all of you.

Thank You
