



## SAINIK SCHOOL AMARAVATHINAGAR

**Appendix –'B'**

**(LAPTOP/DESKTOP)**

### PROCEDURE FOR ACCESSING GOOGLE CLASS ROOM / GOOGLE MEET THROUGH EMAIL ACCOUNT CREATED UNDER OUR SCHOOL DOMAIN

#### FROM LAPTOP / DESKTOP DEVICE

Before accessing **Google Class Room** you must change your email password

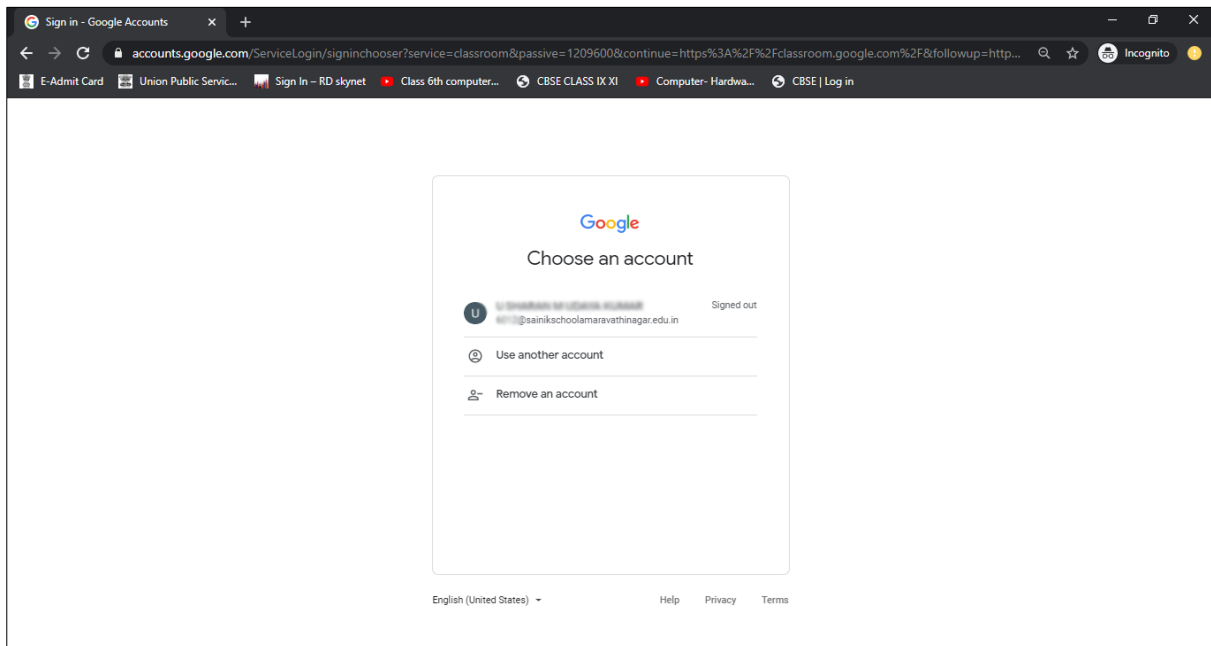
#### **STEP (1): OPEN ANY BROWSER**

(i) Suggested Browsers:

(a) Google Chrome Version 81.0 and above.

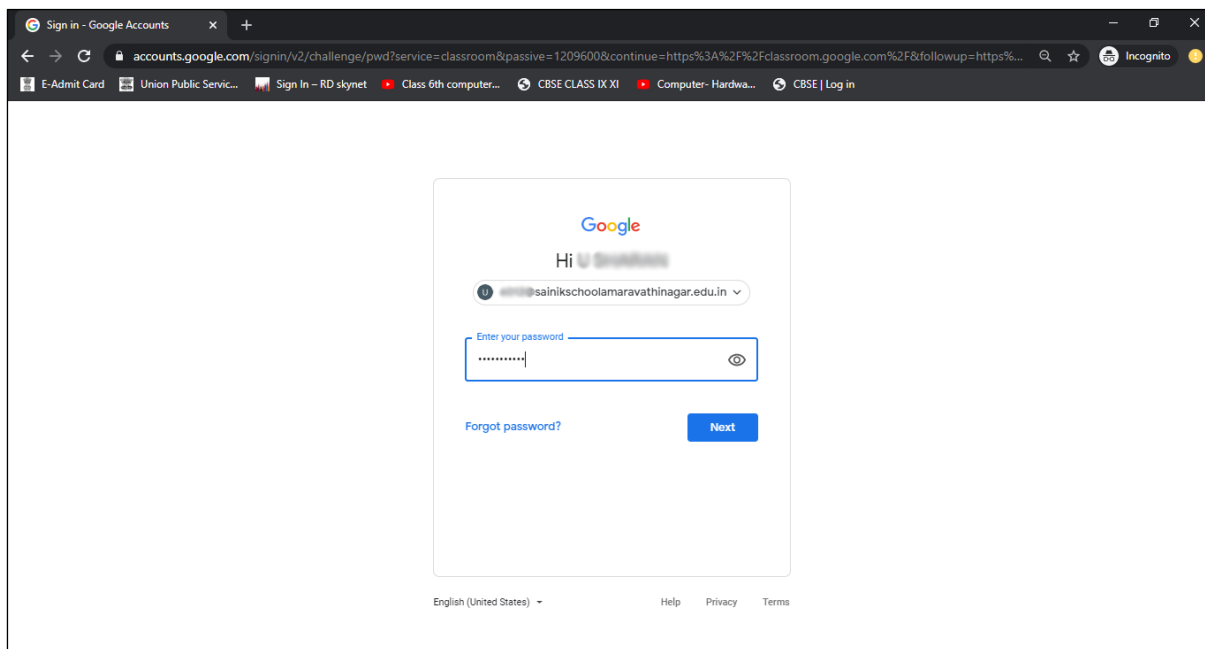
(b) Mozilla Firefox Version 68.0 and above

**STEP (2):** Type [classroom.google.com](https://classroom.google.com) in the URL bar.

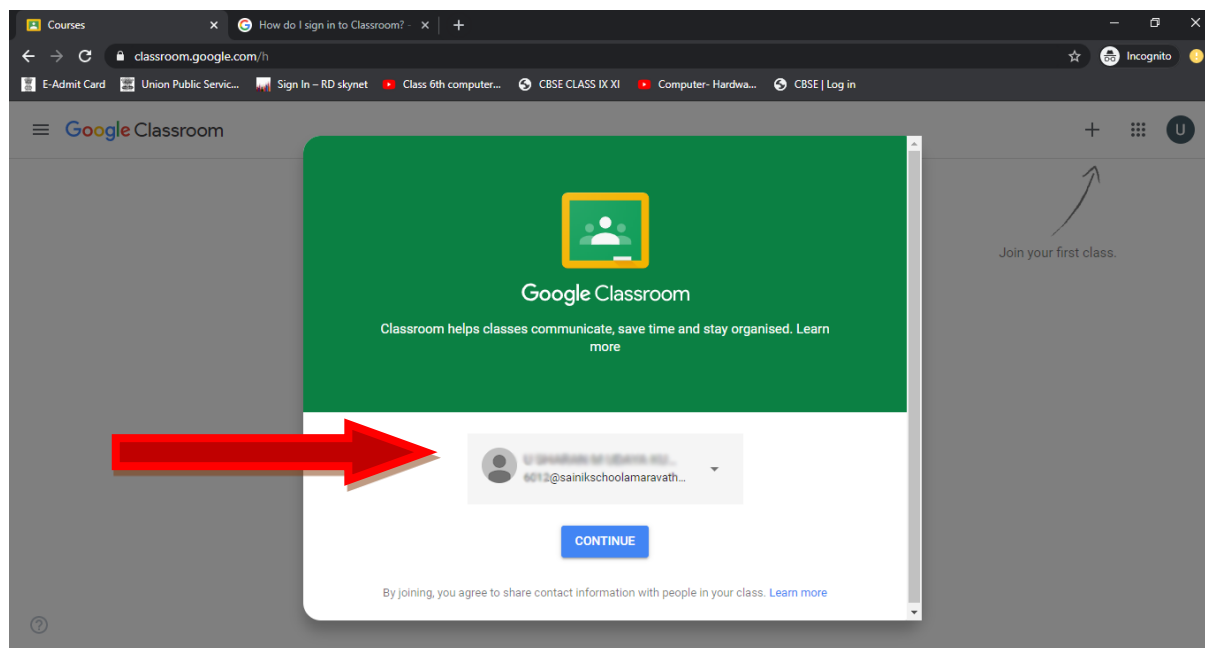


Select your School Domain email-id ([rollno@sainikscholamaravathinagar.edu.in](mailto:rollno@sainikscholamaravathinagar.edu.in)) as username.

**STEP (3) :** Type the changed password for Google (as changed as per Appendix A and B). and select Next Button

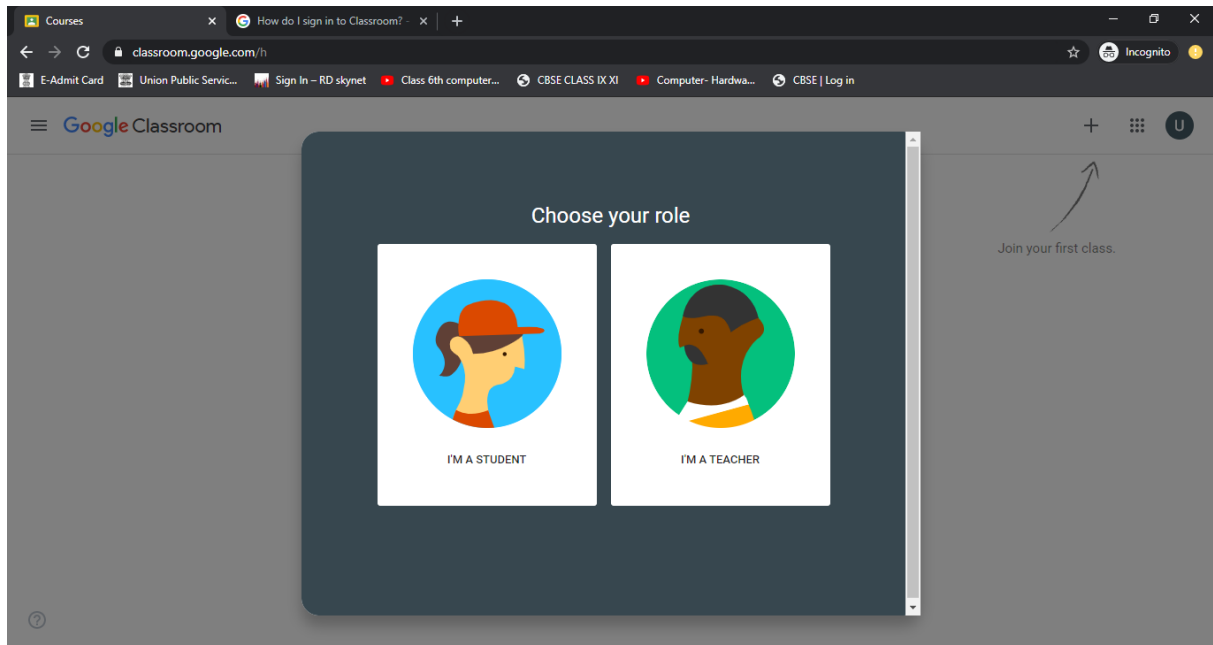


**STEP (4) :** Press Continue Button

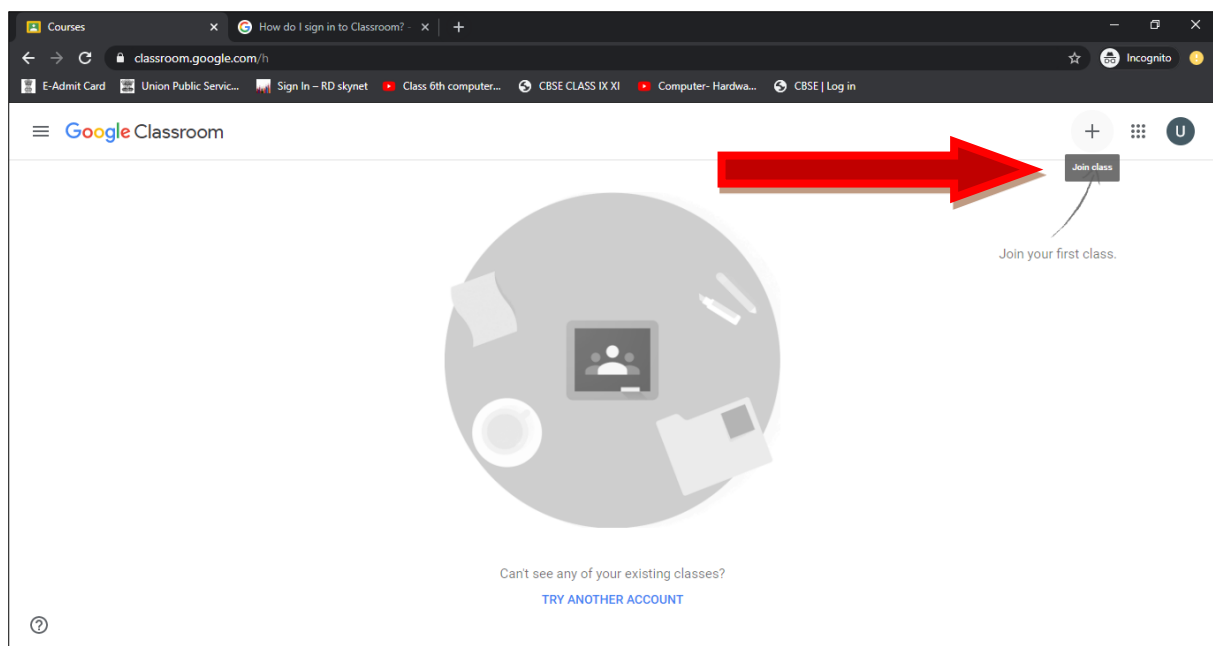


### STEP (5): (Very Important option here)

- You will find screen asking “I AM A STUDENT” “I AM A TEACHER”.
- Click on “I AM A STUDENT”.
- **Please do not click “I am a Teacher” as it will keep your account suspended till it is verified and re-designated as Student account from School end by the Vice Principal / IT Admin.**

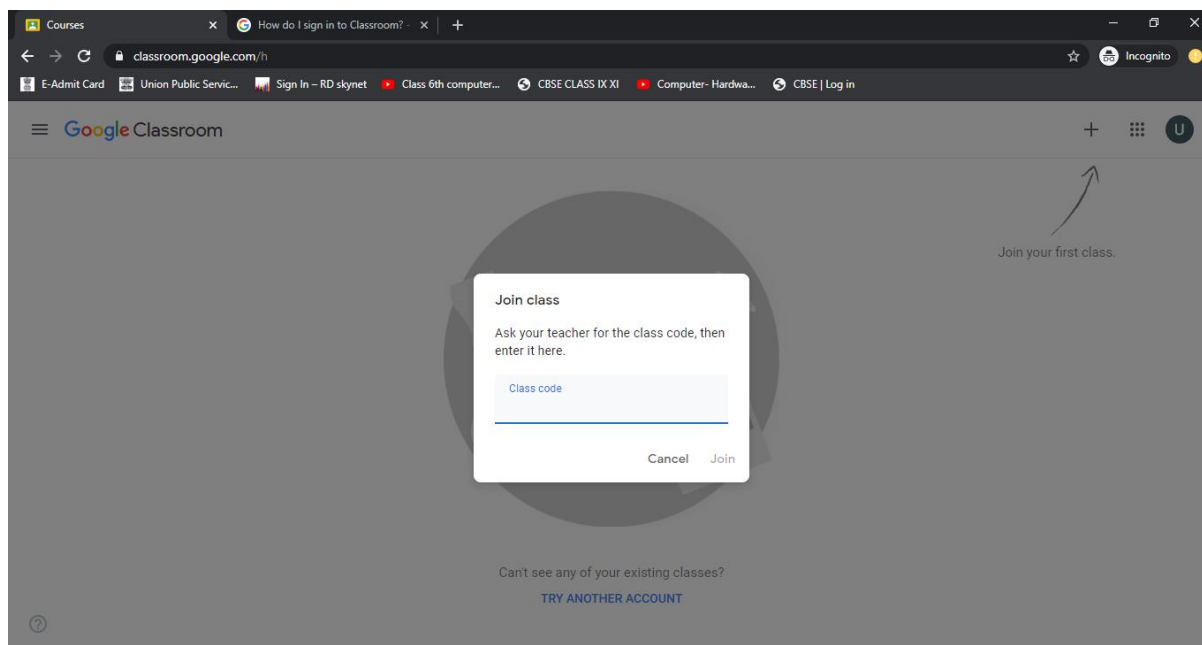


### STEP (6) : Click (+) button you will see **Join Class** box – Select this option



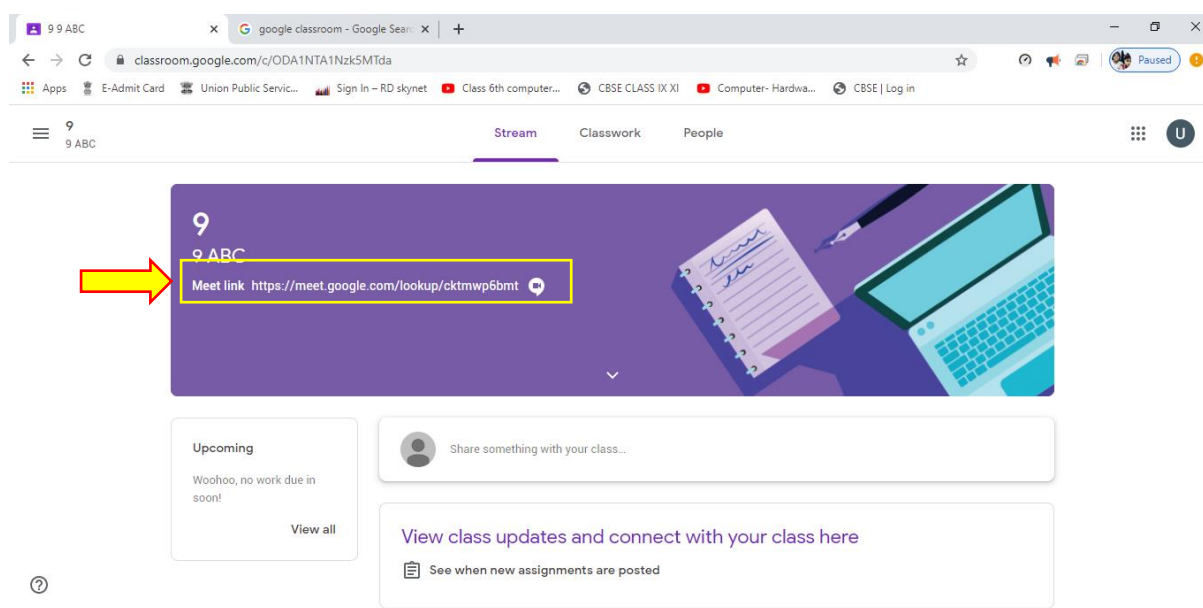
**STEP (7):** One dialog box will appear and it will ask Class code

- Please check School website for **Class code Subject and Class wise** and feed in the class code to join the class.
- Explore the classroom and follow the instructions posted there.
- To get materials like Video/ Powerpoint Presentation / Notes please select particular class.



**For Live Class please follow the steps :**

- **Your subject teacher will post Google Meet link as an announcement or Meet link will be available Near your Class Name as shown in the image**






**Note: If meet link is not available please ask your concerned Subject teacher to enable Meet link for Live Interactive Class.**

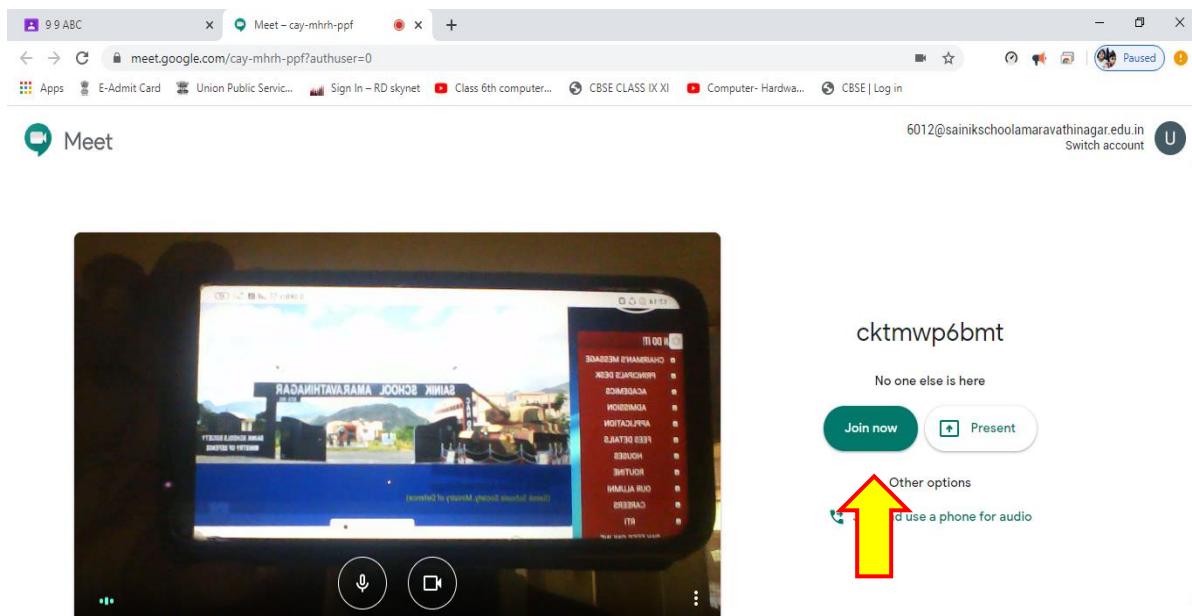
- Click meet link to open Live Interactive Class like image shown below
- Allow Meet to use your camera and microphone

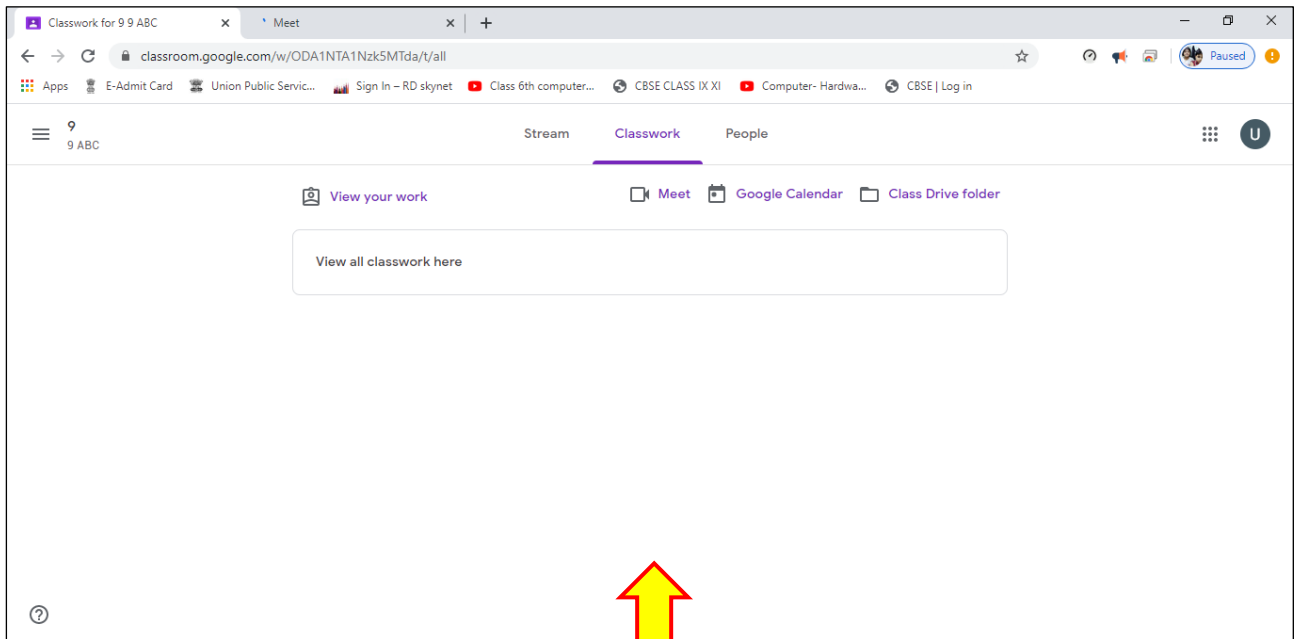
**Change the setting to allow access:**

If you aren't asked to allow access or if you blocked access before, you can change your settings.

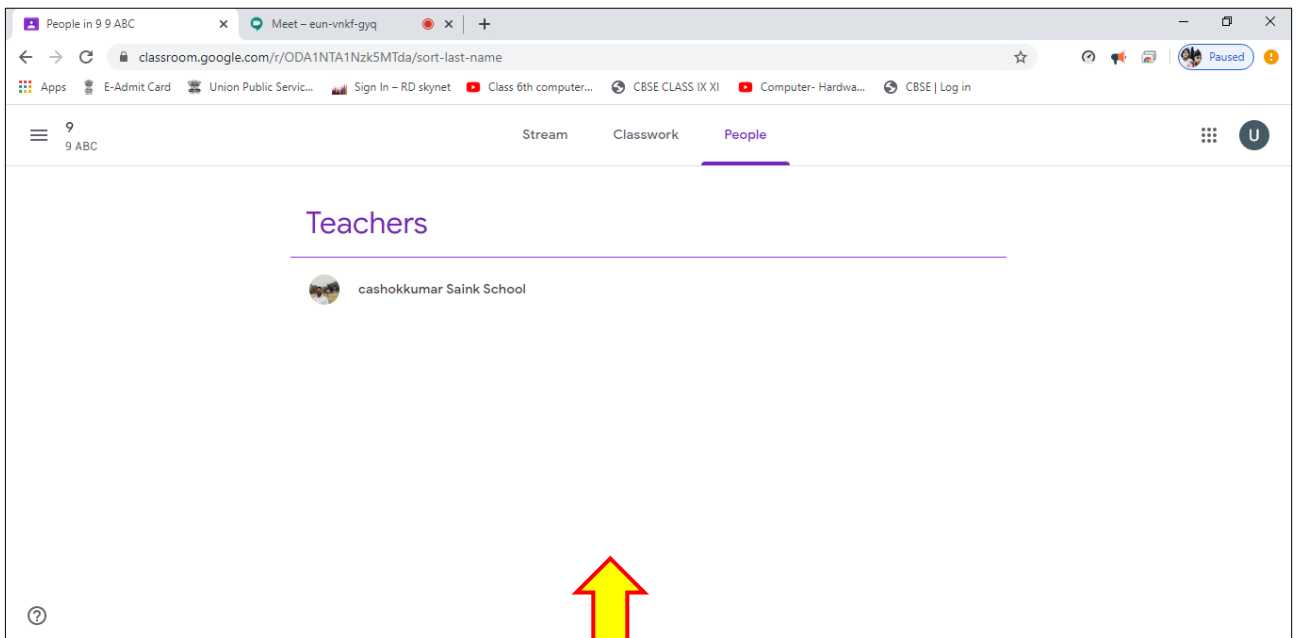
1. In a web browser, go to the [Meet homepage](#).
2. Click Start a new meeting.
3. At the top right, click Camera blocked .
4. Click Always allow <https://meet.google.com> to access your camera and microphone.
5. Click Done. The video meeting automatically connects. If you don't see the meeting reload, exit and re-enter the meeting.

- Select **Join Now** Button to join Live interactive Class





**Here you can find all your Class work / Assignments / Project Works**



**Here you can find your subject teacher**

## Minimum System Requirements:

For Meet video meetings, you need:

- A broadband connection to the internet. For details, see [Prepare your network](#).
- A built-in web camera or external USB camera.  
Note: Other devices, such as virtual cameras, might not work with Meet.
- 2.2 GHz Intel 2nd-generation i3/i5/i7, AMD equivalent or better, processor to support HD video

## Use a supported web browser

Meet works with the current version of the browsers listed below:

- Chrome Browser. [Download the latest version](#)
- Mozilla® Firefox®. [Download the latest version](#)
- Microsoft® Edge®. [Download the latest version](#)
- Apple® Safari®.

Meet has limited support in Microsoft Internet Explorer® 11, and Microsoft Edge provides a better Meet experience. If you want to use Internet Explorer for Meet, you need to download and install the latest version of the [Google Video Support plugin](#).