

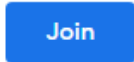
Christ Church Foundation School

Google Classroom and Google Meet Student Instructions

Student Instructions to Join Google Classroom:

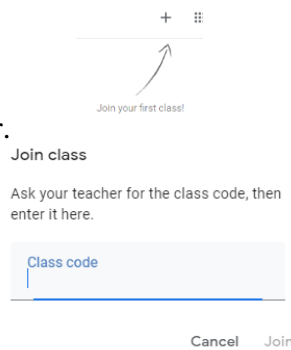
Method 1: Teacher invites student into the classroom

- Login to your school's Gmail account.
- Click on **Join** to enter the class.



Method 2: Teacher sends student the code to enter the classroom

- Login to your school's Gmail account.
- Click on the **Google Apps** icon. 
- Select **Classroom**. 
- Click the plus icon.
- Enter the code provided by the teacher.
- Click **Join**.







NB.

[Stream](#) [Classwork](#) [People](#)




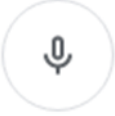


- **Stream** is where you find notices posted by your teacher. Depending on the settings, students can also post messages in the stream.
- **Classwork** is where the teacher places notes and assignments for students.
- **People** shows the members in your class. You can send your teacher an email from this section.

Student Instructions to Join Google Meet:


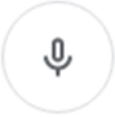


Method 1:

- Login to your school's Gmail account.
- Open the invitation email sent by your teacher.
- Click on the link to join the meeting.
- Click **Join Now** to access the meeting.
- Click the Chat icon to create a message during the meeting. 
- Click the microphone icon to turn it on or off. Keep the microphone off to reduce feedback. 
- Click the video icon to turn on or off the webcam. 
- Click the hang-up icon to exit the meeting. 

Method 2:

- Login to your school's Gmail account.
- Click on the Google Apps icon. 
- Select **Meet**. 
- Click the name of the Meeting.
- Click **Join Now**.
- Click the Chat icon to create a message during the meeting. 
- Click the microphone icon to turn it on or off. Keep the microphone off to reduce feedback. 
- Click the video icon to turn on or off the webcam. 
- Click the hang-up icon to exit the meeting. 

Method 3:

- Login to your Google Classroom.
- Go to the **Stream** page or the **Classwork** page.
- Click on the Link to the meeting.
- Click **Join Now**.
- Click the Chat icon to create a message during the meeting. 
- Click the microphone icon to turn it on or off. Keep the microphone off to reduce feedback. 
- Click the video icon to turn on or off the webcam. 
- Click the hang-up icon to exit the meeting. 

NB.

- **Students should be punctual for their classes.**
- **Students should be guided by the online meeting rules specified by their teachers.**