



Google Hangouts Meet Expectations



MICROPHONE



When you enter the virtual meeting, **mute yourself** (if you aren't already). Unmute yourself when you need to ask a question or respond to a question asked by teacher



SOUND

If you can, **wear headphones** so you can hear better.



QUESTIONS



When you have a burning question, type it in the **chat box** and wait for the teacher to tell you when to unmute and ask your question. Do not distract others with unnecessary remarks



Security



Do not share your school login id and password details with anyone. Do not share the link for live session with anyone.



CAMERA



At the beginning of the session you may keep **camera turned on** so that everyone in the group can see you. Once teacher starts the lesson, turn it off to save bandwidth.



ETIQUETTE



Always **be polite and respectful**, pay attention to the speaker, and use the digital platform and its features appropriately.



Parents' Guide to Remote Learning



ROUTINE



Establish regular routine at home. Ensure enough sleep. Help your children wake up and get ready for class. Ensure your child is dressed appropriately and has his books etc ready and he/she joins each session **on time**.



LOCATION

Help your children find a quiet space in the house with minimal distractions.



COMMUNICATE



Teachers will be in touch with the children through Google Classroom. Please reach out to your children's teachers, when required, via email.



SUPPORT



Actively check in with your children academically and emotionally. See how they are doing and help them keep track of classes and assignments. If you feel s/he is falling behind, let the teacher know.



EXERCISE



Staying at home makes regular exercise essential. You may want to think about how your children can pitch in more around the house with chores or other responsibilities.



IN IT TOGETHER



Unforeseen circumstances have shifted a lot of responsibilities onto parents' shoulders. We will all get through this together. Have a positive attitude towards online learning and your children will have the same!