

GUIDANCE GCLASSROOM STEP BY STEP DISTANCE LEARNING SCHOOL YEAR 2020/2021



## **Connect to Google Meet**

Pupils should connect themselves to Meet at the precise time and not in advance. At the end of the session, we ask the pupils to disconnect themselves straight away.

Google Meet is the equivalent of a virtual Classroom, it is a learning place, and we'd like it not to become a playground when the teacher is not present.

## $\rightarrow$ If you are using a PC/ laptop :





Private comments

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- 2. Choose which file(s) you need to send back to the teacher.  $\equiv$  cLASS

J Bonaz + 13 Ja	In (Edited 13 Jan) Due 08:00	Your work + Add or create Google Drive Choose your work work Choose your work Choose your Choose your
		<ul> <li>♥ File</li> <li>Create new</li> <li>➡ Docs</li> <li>➡ Slides</li> </ul>
"Hand in" the w ≡ cLASS	<sup>,</sup> ork.	
j Date J Bonaz • 1	3 Jan (Edited 13 Jan) Due 08:0	Your work PDF SIS-LPEBL-KT Dis × + Add or create Hand in
. The work is now ≡ class	" "returned", the teacher can correct it.	Private comments



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## Submit work on tablet

- 1. Click on the daily work guidance posted on the stream.
- 2. Click on "Your Work".

11:41	<b> 🗢 </b> ,
0ue 12 Jan, 20:00	
Date	
1 class comment	
Bonsoir	
Attachments	Click here
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+ Add attachment	
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3. Click on "Add attachment "



3. Choose which file(s) you need to send back to the teacher. The easiest way is to click on "Use camera" and take pictures of your child's work.

Your work Missing		Missing 4.	4. "Hand in" the work.	
+	Add attachment			
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	New Slides			
•	New Sheets			

5. The work is now "Handed in", the teacher can correct it.



- 1) Click on your child's work.
- 2) If the teacher already correct the work you will have a private comment on the side.
- 3) You're child needs to review their work and correct if needed.
- 4) You don't need to send back corrected worksheets unless the teacher has requested your child to do so. Pupils may ask any additional questions if needed.



## Read teacher's comments on tablet

<	1) Click on your child's work.	
Bonsoir les enfants,	1	Your work Handed In
	2) If the teacher already	Lundi 11 janvier (15 Jan 2021 at 11:41).png
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		Add private comment
Attachments	<ol><li>You're child needs to</li></ol>	
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🗾 Lundi 11 janvier.pdf	4) You don't need to send bo	ick corrected worksheets unless
Your work	the teacher has requested yo	ur child to do so. Pupils may ask
teacher's comment	any additional questions if nee	eded.