SAINIK SCHOOL IMPHAL
Google Classroom Instructions (For Cadets)

The school will be commencing on-line classes very soon. The instructions including Dos & Don'ts are given below.

1. The cadets are to strictly adhere to the following Dos & Don'ts during on-line classes:-
2. Do not post sarcastic or malicious comments or comments that will harbour controversy.
3. Do not use expletives.
4. Present yourself in your best turn out.
5. Utmost respect should be shown to your teachers.
6. No casual attitude. Seriousness to be shown as in actual classroom.
7. Be punctual for logging of attendance will be carried out.
8. Present yourself in a room free from intruders.
9. The background behind you should be a plain wall or a plain sheet of cloth.
10. Do not post photos/videos of teachers or yourself/your friends to outside domains such as Facebook, Twitter, WhatsApp, Instagram etc.
11. Upload your completed assignments given by your teachers in time.
12. Do not ask irrelevant questions to your teachers.
13. Never indulge in pranks and practical jokes.

Google Classroom on a Computer

1. Open up your **internet browser** by clicking on the internet icon. (This could be **Firefox** ,**Google Chrome** , **Internet Explorer** , etc., whichever internet explorer you use most often.)
2. Check your Gmail inbox.
3. Open the email with the following subject: **Class Invitation: "<CLASS NAME>"**
4. Click the JOIN button to accept the class invitation.
5. Now you are in the class.
6. Next time to log in to the Classroom go to www.classroom.google.com

Google Classroom on a Phone

1. From Play Store download the GOOGLE CLASSROOM and GOOGLE MEET app.
2. Check your Gmail inbox.
3. Open the email with the following subject: **Class Invitation: "<CLASS NAME>"**
4. Click the JOIN button to accept the class invitation.
5. Now you are in the class.
6. Next time to log in to the Classroom open the GOOGLE CLASSROOM APP.

NOTE: KEEP CHECKING YOUR EMAIL EVERYDAY