

Online Class Rules for Students

1. Class Entry

- The Meeting ID and password will be shared on Schoolgram (in the Announcements tab) and in the Class WhatsApp group.

2. Punctuality and Attendance

- Join the class timely. Attendance will be taken within the first 10 minutes, so be on time!

3. Microphone Control

- Keep your microphone muted to prevent background noise. To speak, raise your hand using the "Participants" option and wait until your teacher asks you to unmute. Parents, please ensure your child's microphone is working properly.

4. Emergency Protocol

- If there's an emergency (like power or internet issues), notify the teacher through the WhatsApp group as soon as possible if an issue arises. Late notifications will not be accepted.

5. Use of Chatbox

- If you're having microphone issues, you may use the chatbox to communicate with the teacher.

6. Class Preparation

- Review the material from the last 2-3 classes before each session to stay up-to-date.

7. Assignment Submission

- Assignments are open for submission for 23 hours, with a final cutoff at 48 hours after posting. Submit your assignments within 23 hours for full credit; late submission are accepted until 48 hours. Submit assignments using CamScanner.

8. Schoolgram Access Issues

- If you have trouble accessing Schoolgram, please contact the school administration for help.

9. Work Requirements

- Complete all work on workbook pages or in your copies unless told otherwise. Upload completed work to Schoolgram following the tutorial video shared for your guidance.

Let's work together to make online learning smooth and productive!