



25 May, 2020

Dear Parents & Students of class VIII,

We are happy to inform you that Teachers of St. Norbert school are ready to start online classes for Grade VIII. We have made arrangements for the students to get into the virtual class through the St. Norbert School mobile application (in a Mobile/Tab) as well as through google chrome (in a Laptop/Desktop) using a link (the link will be sent to the parents before we begin online sessions).

### Online Class Instructions

1. Parents and students are advised to have thorough knowledge of the syllabus prescribed by the ICSE Council. The copy of syllabus for all classes is available in the Council's website. Download a copy for your reference. [www.cisce.org](http://www.cisce.org) > Publications > **Regulations and Syllabus for ICSE** (2021 for Grade VIII students). Previous years' question papers are available in the Council's website. Download a copy for your reference. [www.cisce.org](http://www.cisce.org) > Downloads > ICSE Question Papers
2. Parents are requested to provide internet facility with a speed adequate for the video conference.
3. Active and responsible involvement of students is very important, since the physical atmosphere of the class room is missing during online lessons.
4. Students must take down notes for all classes. Separate notebooks should be maintained for all subjects and must be submitted for correction when the regular classes in School begin.
5. Project works need to be completed as per the instruction given by the teachers.
6. First two days after the re-opening of schools will be committed to revise the online lessons conducted during lockdown followed by subject wise exams.
7. Please have a proper and neat room background while attending online class. However, it is not recommended to provide closed room, because parents must be able to monitor your child anytime.
8. Students are expected to wear school uniform while they attend the online class.
9. Virtual class room is another form of regular class with the privacy and space of the teacher and the students. Therefore, **it will be highly appreciated if only the students attend the online live sessions.** Interference of parents or others during the class must be avoided.
10. There will be **demo sessions** on **May 30, Saturday** at **10 .30 a.m.**
11. All students are advised to be ready online 5 minutes before the start of each period, so that teachers can begin classes on time.

Regular Online Classes will commence on June 1, Monday for grade VIII. The Timetable is given below.

<b>Day</b>	<b>(1)</b> <b>9 to 9.40 a.m.</b>	<b>(2)</b> <b>10 to 10.40 a.m.</b>	<b>(3)</b> <b>11 to 11.40 a.m.</b>	<b>(4)</b> <b>12 to 12.40 p.m.</b>
<b>Monday</b>	<b>Biology</b>	<b>Kannada</b>	<b>Hindi</b>	<b>Mathematics</b>
<b>Tuesday</b>	<b>Chemistry</b>	<b>Physics</b>	<b>Biology</b>	<b>Geography</b>
<b>Wednesday</b>	<b>Mathematics</b>	<b>Hindi</b>	<b>English</b>	<b>Chemistry</b>
<b>Thursday</b>	<b>Kannada</b>	<b>English</b>	<b>Chemistry</b>	<b>Mathematics</b>
<b>Friday</b>	<b>Geography</b>	<b>Physics</b>	<b>History &amp; Civics</b>	<b>English</b>
<b>Saturday</b>	<b>History &amp; Civics</b>	<b>Mathematics</b>	<b>Physics</b>	<b>Computer Application</b>

For any technical or other issues during the online sessions that you face initially, you may please contact Principal either through phone 9980386792 or through the email:

[principalstnorbertbangalore@gmail.com](mailto:principalstnorbertbangalore@gmail.com)

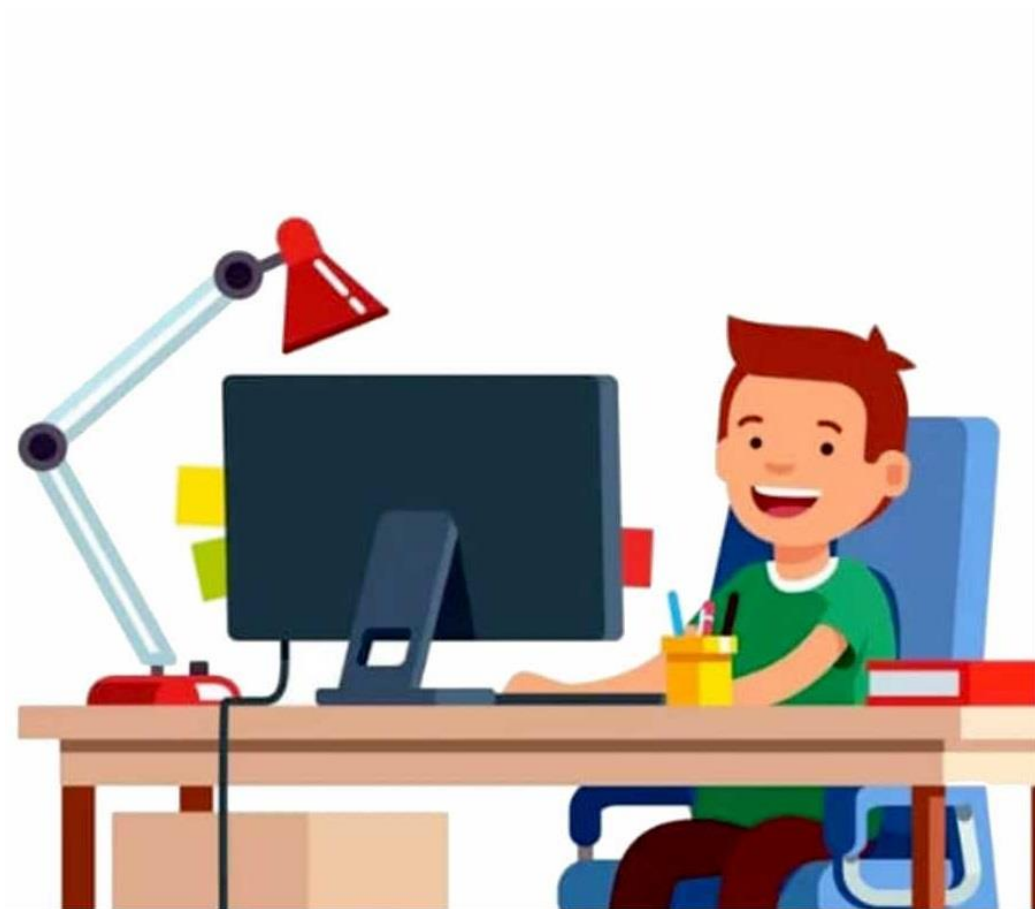
**The Online Classroom User Guide with details on how online class room works is given below:**

Warm regards and prayers

**Principal**



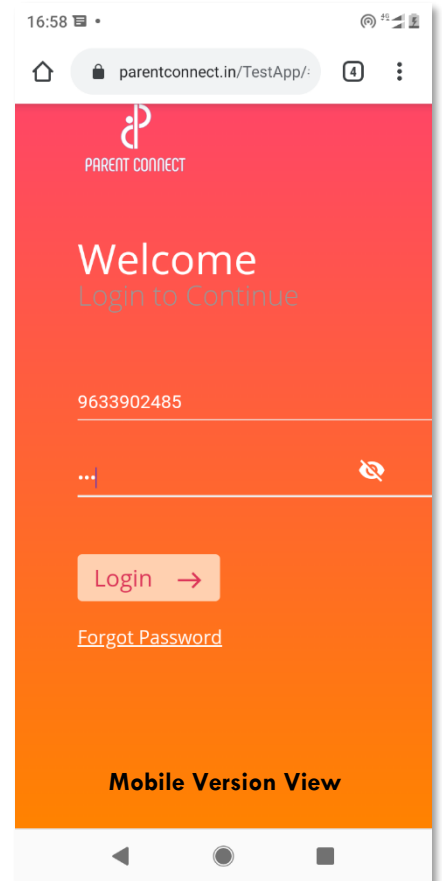
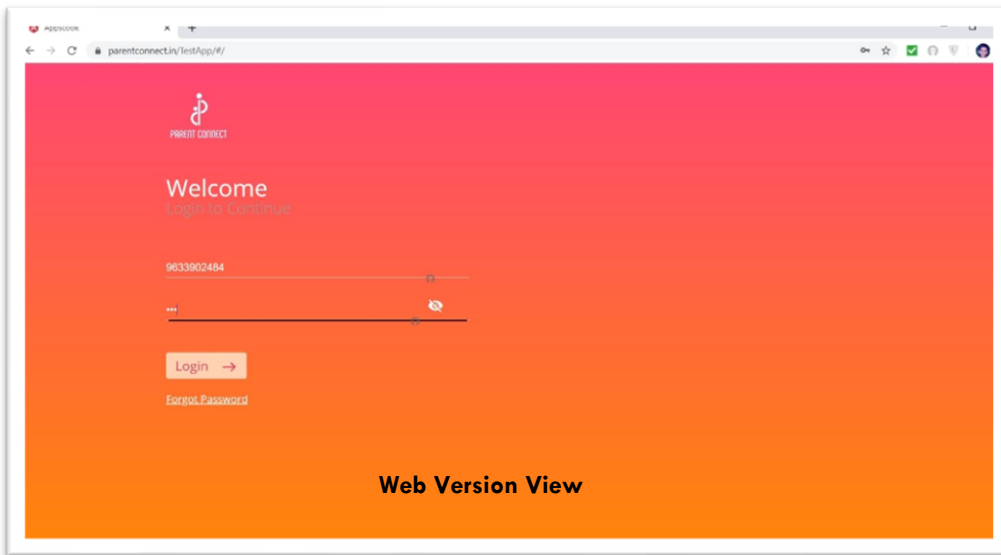
## ONLINE CLASSROOM USER GUIDE



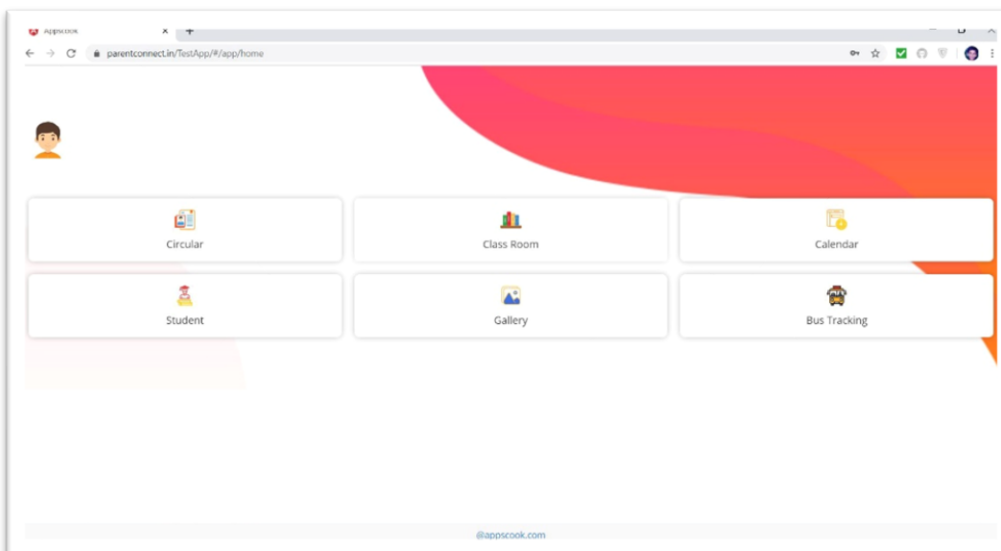
# STEP 1

## INITIALIZATION AND LOGIN OF PARENT CONNECT WEB APPLICATION

- Open Google Chrome web browser in mobile/tablet/laptop or PC



- Enter or Click on the given link and wait for the web application to get opened in your Google Chrome



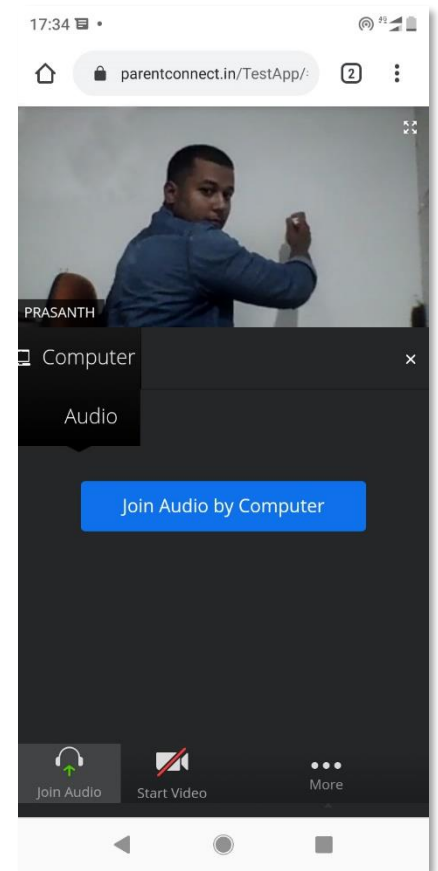
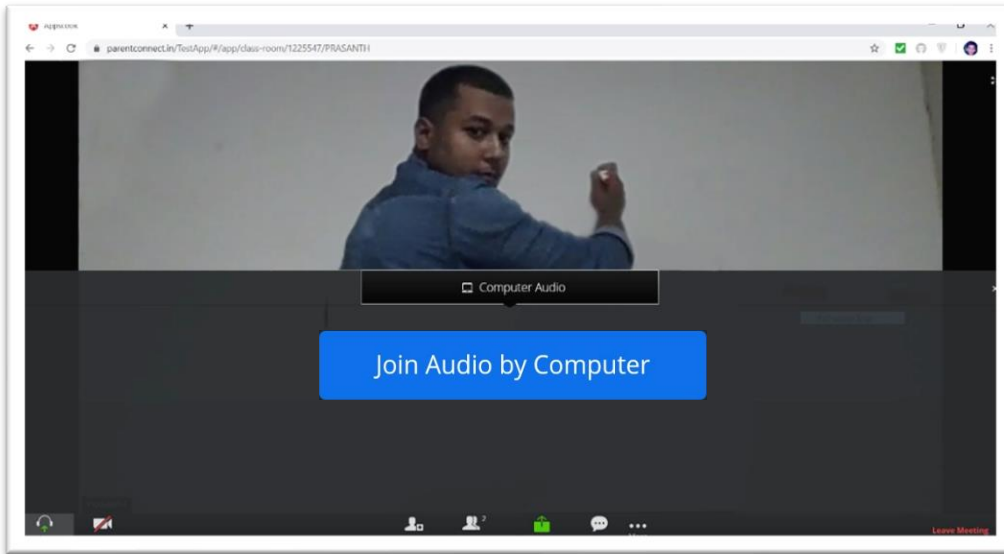
- For the first time give your mobile number which is registered in the school and click “Next”
- Enter your credentials in the web login

- Click on “Login”. You will be then entering into the home page.

## STEP 2

### ACCESS LIVE CLASS

- To access live classes, click on “Class Room” and wait for the live class to begin.



- Wait for the teacher to admit you into the online classroom
- After admitting, you must click on “Join audio by computer” option on the screen.
- Also click on “Start Video” option there on the bottom left corner of the page.
- You are now in and the student can access the live class online

# STEP 3

## PARTICIPATION

- You can tilt the phone horizontally to view the class in fullscreen.
- If the student has a doubt and need the attention of the teacher then the student can use “Raise Hand” option in the “more” menu
- Students can chat with the teacher using the “Chat” option in the more menu
- If you don’t want to show your video, then click on “Stop Video”
- Click on “Leave” to end the streaming

