A guide to remote learning (Google Classroom)

Follow the instructions, to enable you to access live lessons on Google Classroom with your teacher.

Step 1: Go on to our school website – **https://stgerards.npcat.org.uk/**

Step 2: Click on the '**login**' button at the top right corner of the screen. Log in with your username and password (this is what you use for Google Classroom)

Step 3: Click on the **email icon** at the top of the page.

Step 4: Find the email from your teacher which invites you to the lesson and click on it.

Step 5: Scroll down to where it says '**join with google meet**' and click the link directly underneath it.

Step 6: You will now be able to join the meeting (you cannot join the meeting until the specified time of your lesson) **Turn your microphone off. Turn your camera off**. Click '**Join now**'. When your teacher is ready to begin the lesson, she will turn her camera on.

Your teacher will give you points during the lesson to turn your microphone and camera on.

If you would like to ask a question whilst your microphone is off click the 'hand up' button which will signal to your teacher that you need to ask a question.

You can also use the chat function to ask any questions throughout the lesson, which will then be answered by your teacher.