

## Google Meet Student Guide

### Pre – Lesson

- a) Login to lesson using Student iCON Account
- b) User ID: Student iCON email address i.e. [a\\_b\\_c@students.edu.sg](mailto:a_b_c@students.edu.sg)
- c) If you have forgotten your password, please go to school website -> Useful Link -> Student -> Password Reset
- d) Be mindful of proper online social etiquette:
  - a. Use a quiet room
  - b. Do not talk/text to classmates once you have joined lesson
  - c. Turn off microphone (Tap mic on their screen) unless requested by teacher to turn it on
  - d. Only 1 speaker at all times. i.e. everyone keep quiet when teacher/student is presenting/talking
  - e. Turn on your video unless instructed by teacher to turn it off
- e) Be punctual and login at the assigned schedule

### Joining a Lesson

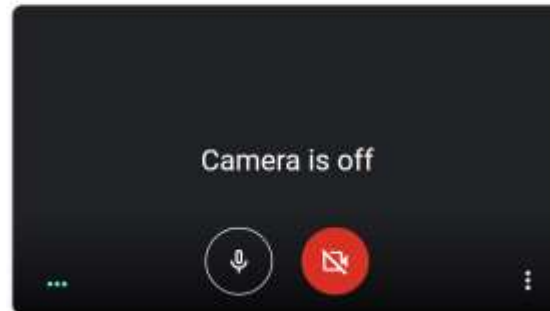
1

a

Go to SLS  
On announcement tab, click/copy and paste google meet link on google web browser

b

Click Sign in



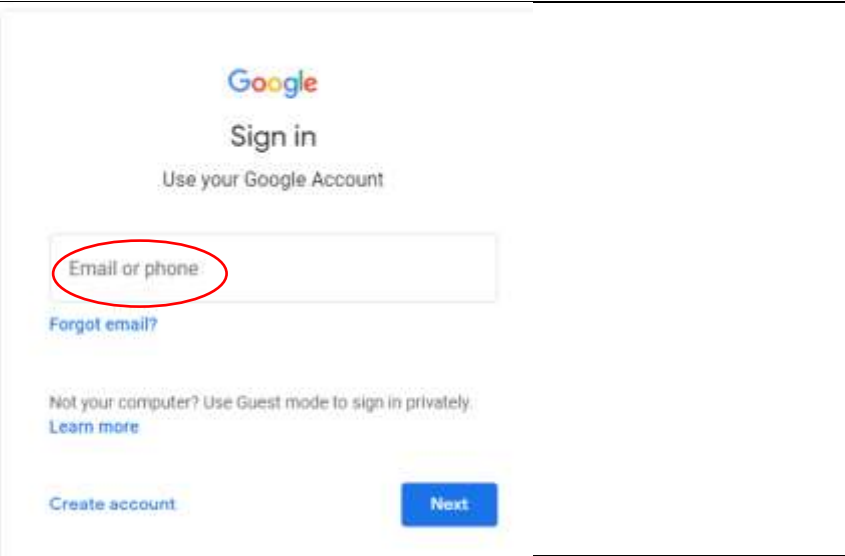

Sign in

What's your name?

Your name

Ask to join

Present

|   |   |  |  |
|---|---|--|--|
| 2 |   |  |  |
| a | Enter your student iCON email address i.e. <a href="mailto:a_b_c@students.edu.sg">a_b_c@students.edu.sg</a><br>Do not use your personal email unless instructed by your teacher |  |  <p>The screenshot shows the Google Sign in interface. At the top is the Google logo, followed by 'Sign in' and 'Use your Google Account'. Below this is a text input field labeled 'Email or phone', which is circled in red. Underneath the field are links for 'Forgot email?' and 'Not your computer? Use Guest mode to sign in privately. Learn more'. At the bottom left is a link for 'Create account', and at the bottom right is a blue 'Next' button.</p> |
| b | Enter your password and login   |  |  |
| 3 |   |  |  |
| a | Click Ask to join<br>Your teacher will add you into the meeting shortly. Please wait.   |  |  <p>The screenshot shows a 'Ready to join?' screen. There is a green oval button labeled 'Ask to join' which is circled in red. To its right is a button with a plus icon and the text 'Present'.</p>   |
| b | Please turn on your video.  |  |  |