

Appendix A

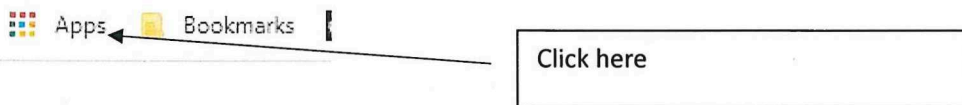
Students Accessing Google Meet for a Live Lesson

If a teacher is not taking industrial action, their lessons will be streamed online on Wednesday 1st February. All resources for the lesson will be on Satchel:One and google classrooms.

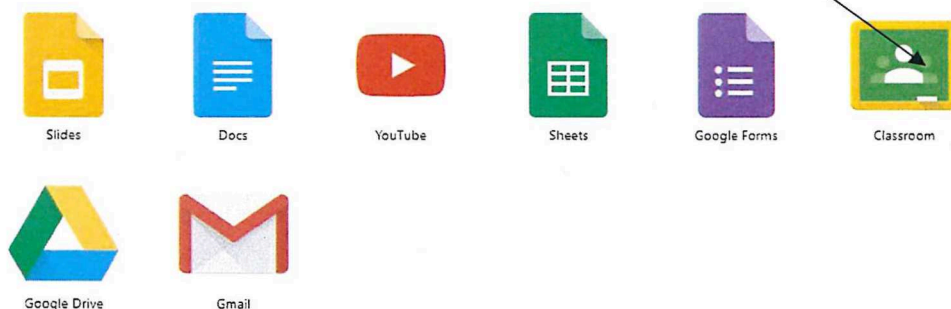
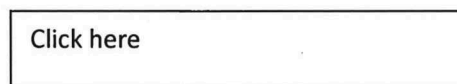
The way to access live lessons, during industrial action is shown below. **If, after 5 minutes of trying there is no access to a live lesson then you should conclude that your teacher is taking industrial action. Under these circumstances look at Appendix B below.**

To access the live lesson:

1. Go to Google Classroom. Either type in the web address classroom.google.com or



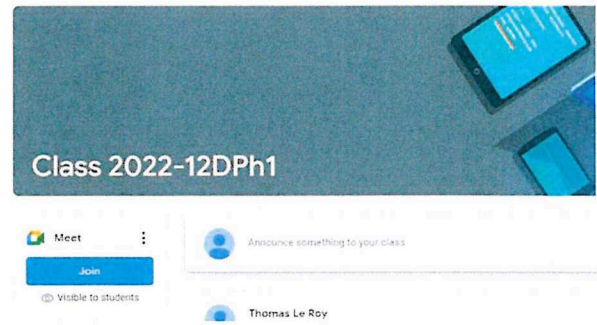
2. You will then see the screen below



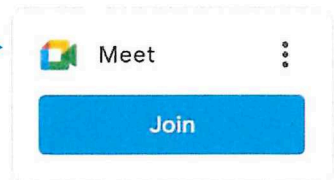
3. Select the class, e.g. Science/Maths, for the lesson you want to join. This is the class/lesson that is on your timetable. Please join the lesson at the correct time. The lesson will start at the time of your normal timetabled lesson. **CLICK CORRECT CLASSROOM.** Your classroom should look similar to this:



4. The classroom for your subject/lesson will open, like the example to the right.

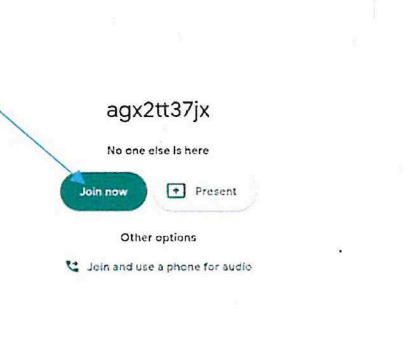


5. Click **Meet Link**



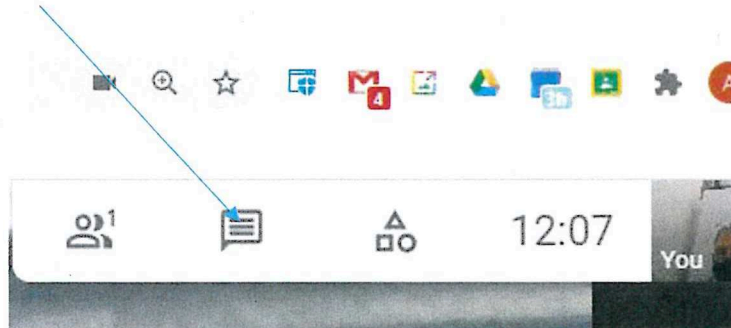
6. ONCE YOUR TEACHER IS ONLINE, click **Join Now**

7. You will now be able to watch your teacher's live lesson and interact with your teacher when needed.



8. To access the work for the lesson, look in the google classroom or through the Satchel:one app.

9. Once in the google meet/live lesson you will be able to see and hear what is happening in the lesson. To talk to the teacher, please use the chat facility – click the chat button and send a message to the teacher



Type in the box at the bottom of the screen



Further help with google classrooms can be found on the link below

<https://sites.google.com/chenderit.net/studentict/ks3>

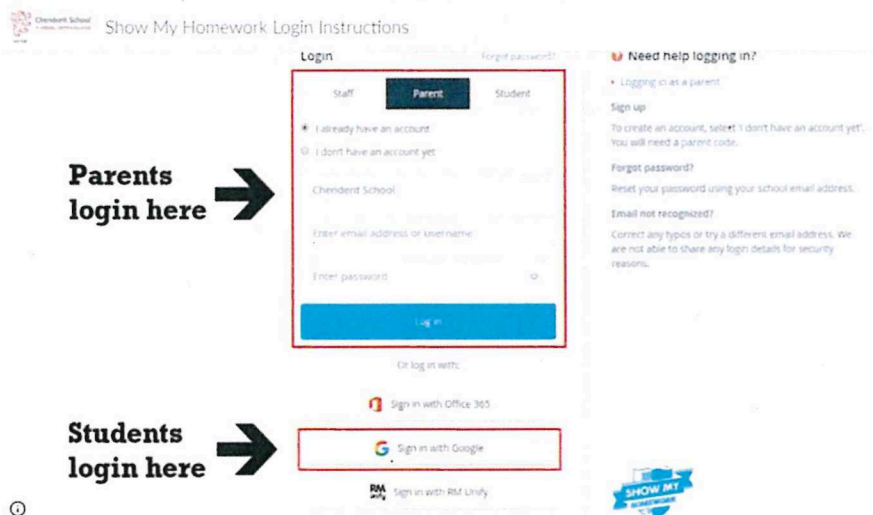
Using Satchel:One as part of remote learning

Teachers will share resources with students who are working from home using Satchel:One (Show My Homework) and the Google Classroom. Students should look in both places for their class work instructions.

Sign in with Google.

Help with using Satchel:One can be found here:

<https://www.satchelone.com/>



Parents login here →

Students login here →