

This circular is given as response to number of phone calls and messages received these days.

- Timetable is given here again with better clarity.

Class		Monday	Tuesday	Wednesday	Thursday	Friday
IV-A	Subject 1	Sangeetha A R Hindi	Fenita Maths	Cini Joseph English	Vidya Mahesh Social	Chithra Science
	Subject 2	Vidya Mahesh Social	Chithra Science	Fenita Maths	Princy Malayalam	Cini Joseph English
IV-B	Subject 1	Fenita Maths	Sangeetha A R Hindi	Fenita Maths	Vidya Mahesh Social	Chithra Science
	Subject 2	Vidya Mahesh Social	Chithra Science	Cini Joseph English	Cini Joseph English	Princy Malayalam
IV-C	Subject 1	Mary Tincy Maths	Binitha English	Vinitha Bhut Science	Jeneta Joseph Social	Sangeetha A R Hindi
	Subject 2	Judith Malayalam	Mary Tincy Maths	Jeneta Joseph Social	Binitha English	Vinitha Bhut Science
IV-D	Subject 1	Vidya Mahesh Social	Mary Tincy Maths	Vinitha Bhut Science	Judith Malayalam	Binitha English
	Subject 2	Mary Tincy Maths	Binitha English	Parvathy Hindi	Vidya Mahesh Social	Vinitha Bhut Science
IV-E	Subject 1	Princy Malayalam	Vinitha Bhut Science	Anitha Renju Maths	Caroline English	Anitha Renju Maths
	Subject 2	Jeneta Joseph Social	Vinitha Bhut Science	Caroline English	Anitha D Kini Hindi	Jeneta Joseph Social
IV-F	Subject 1	Chithra Science	Chithra Science	Maria Sajana Maths	Caroline English	Anitha D Kini Hindi
	Subject 2	Jeneta Joseph Social	Princy Malayalam	Caroline English	Maria Sajana Maths	Jeneta Joseph Social

- Portions of the subjects of the next day will be given to you through the messaging system of olash by 5 pm of the previous day. For example, suppose Subject 1 is English and Subject 2 is Mathematics on Wednesday. Then Portions for English and Mathematics will be published by previous day 5 pm, that is, Tuesday 5 pm.
- Google meet of Subject 1 will be on Wednesday at 3 pm and google meet of Subject 2 will be on next day at 8:30 am, that is Thursday at 8:30 am. Students will receive the link of the google meet 15 minutes before the scheduled time in olash. Students are requested to mute your audio and video as you join the meet. But, at the instruction of the teacher, you must unmute your audio and video. Teacher may ask one or more students to unmute either audio or video or both.
- Google meet of the second subject of Friday will be held on Saturday at 8:30 am.
- It is expected that students would have studied the given portions by going through the given videos and notes before the google meet. Google meet is to clear the doubts of the students and for the teachers to ask questions to make sure that students have studied the given portions.
- Students shall click on the link you received to join the google meet.
- We have planned testpapers and term examinations for Std 04 to 10. However, it shall be discussed later.
- Since many students were not able to watch the videos, portions will be started fresh from Monday (06-July-2020) for Std 01-09.

- There could be minor changes in the timetable. If there is any change you will be informed.

### **Clarification on some more points**

**Can the videos be downloaded?** – Downloading the video increases the load on server heavily. Therefore, as of now, there will not be downloading of the videos. Now, we are using a video player which is having unlimited bandwidth. Therefore, dragging of the video will not be there. Naturally, it will take sometime to start the video depending upon the internet connection you have.

**Can we have WhatsApp groups for communication and video sharing?** – As an institution, we cannot promote WhatsApp groups due to privacy issues. Sharing of video link of different classes, subjects and number of videos is not easy.

**Will the videos be available for later reference?** – Videos of the covered portions will be available till 31-03-2021. If the competent authority extends the academic year, availability of the videos also will be extended.

**Can we have live classes using apps like zoom, teams, meet, ... instead of recorded classes?** – Residential locations of some of the teachers and many of the students are having poor internet connectivity. Poor internet connectivity will result in user (teacher/student) going out of the class during the session. You will experience the same when you come in live session. If we adapt live classes, then chances are high that many students may find themselves difficult to be in live classes without breaking the connectivity. We experienced this problem when we had a trial in the month of March with the students of Std 12.

### **You are requested to pay special attention to the following during Google Meet**

- Students must be in decent dress. There is no rules like student should be in uniform.
- Other members of the house please be aware that the camera is on in the device your ward is using. Therefore, please avoid any other activities in the room as far as possible. Parents please pay special attention not to happen the following and the like - changing dress in the same room, using washroom, attending the google meet with eatable items ...
- If students should be have respective subject textbook, notes and any other material that the subject teacher ask for with them when they come for google meet.

### **Google Meet Login Email ID**

- Students of Std 01-09 will be given official mail id with .....@shpublicschool.com. Students must use the official mail id to automatically join the meet. Otherwise, there are chances for the teacher not to see your request to join the meet.
- Initially, there were some problem with the official mail id to use in mobile devices when students of Std XII and X used. It is now resolved. Please use your official mail id only.
- If you are using Google Meet App, then please add official mail id also. At the time of login, you may have to select the official mail id.
- If you are using a desktop or laptop, then go to any browser, then you will have to add the official mail.