



# St. Mary's High School, Jalna

Devalgaonraja Road, Jalna - 431 203

Date:- 25/04/2020

Dear Parents and Students,

Greetings to you from St. Mary's High School, Jalna.

For online classes kindly follow the instructions very strictly.

1. Join the class with the help of the given Meeting ID of Teachers.
2. Know your teachers and subjects they are going to teach.
3. Highlighted in Red is the short form of the teacher's name in the time table. Be familiar with your teachers and the subjects they are going to teach.
4. Students and parents kindly follow last year's division allotment. ***Eg. If you were in 8-A last year, you will join 9-A for online class. The same arrangement is to be followed for all classes from 4-9.***
5. You should join the class at least 10-15 minutes prior to the scheduled time. Your teacher will begin the class on time as given in the time table. **Eg. If you are joining the first class at 9.00 am. You should join by 8.45 am.** It takes time for all the students to join so be punctual. If you join after 9.00 am permission may or may not be granted. It depends on the teacher.
6. It's a 40 minutes period. In case extra classes are needed, teachers will give you the time and further instructions.
7. It's advisable to use a headphone or an earphone to avoid external disturbance.
8. For few days your parents may be allowed sit with you for classes but after few classes you will join the class alone in a place where there is no disturbance.
9. The Zoom App does not show any pop ups. But if you have used the phone or laptop to browse some other sites then it might pop up. It has nothing to do with the App. So take care about it.
10. Please activate all the internet security features of an Antivirus Software if installed in your computer or phone, else you can download any Total Security Antivirus software or App as per your choice and install it for extra security Quick Heal is suggested.
11. Any kind of indiscipline or mischief during the class will not be tolerated and you may not be permitted to join the class in future.
12. I hope that you will make use of this initiative by St. Mary's High School, for constructive learning.

Wish you all the best for the classes. Stay home Stay Safe.

Principal