

INSTRUCTIONS FOR PARENTS REGARDING HOW TO USE ZOHO FOR ONLINE CLASSES

- 1. Students can use laptop, desktop, tablet or smartphone to attend online classes on Zoho**
- 2. For laptop and desktop there is no app to be installed.**
- 3. Tablet and smartphone users will have to install the Zoho showtime viewer app from playstore**
- 4. The desktop and laptop users can login by typing the link forwarded in Entab and Class whatsapp group in Google Chrome browser**
- 5. Students will have to login with their First name, Last name and email id(which can be parents) during the time of registering for a session.**
- 6. Please ensure that Google Chrome browser is updated if using Desktop and Laptop**
- 7. Once registered for session students can enter the session when the teacher launches the particular session**
- 8. Doubts can be clarified either by requesting for Mike access to speak or typing the question in the chatroom**
- 9. Any connection issues during the session please reload the page by clicking the reload button on the left side of the address bar of the browser(Reload button looks like a rounded arrow)**
- 10. Notes, Study material, textbook, HW etc put forwarded by teacher will be available in the handouts option on the left side bottom of the screen. Students can download it during the session (pls note handouts option is visible on Desktop and laptop) but some tablets and smartphone do not show this handouts feature so those students can access those materials from the class group**