



St. Mary's Convent Inter College

32, Thornhill Road, Prayagraj, UP - 211002

INSTRUCTIONS REGARDING MICROSOFT TEAMS **FOR PARENTS**

Dear Parents,

In order to maintain the academic schedule during the COVID-19 lockdown period, SMC will be conducting live online classes for all the students of Classes I to VIII from 22nd June 2020 onwards.

As per the guidelines issued by the MHA and NCPCR regarding the same, we have selected a secure platform, "Microsoft Teams". Since there have been complaints/representations raising concerns over the use of technology platforms, the participation of the students in the virtual classroom should be under parental supervision to ensure the safety and well-being of each child in the digital space.

The entire control of the virtual classroom will be with the teachers only. To avoid any disturbance during the lesson, the students should strictly keep their microphones muted. The entire class shall be recorded and action will be taken against any misconduct of the students. Make sure that you are decently dressed for the class.

To minimize any technical problems, kindly login five minutes before the scheduled time. The login id is your ward's admission number @smccjallahabad.org and your password is class section @1866 . Example- 17111@smccjallahabad.org. Password- 01a@1866. After the first log in , please change the password and whatever password you are going to use please remember it because it will be your responsibility then. School will not provide another I'd to the child.

Please be assured that you are logging into secured software with Microsoft Student License.

We wish each one of you a happy learning experience.