

## A CHALLENGING TIME

This is a challenging time for many of you. Being away from our usual routines, our friends, and not knowing when the current restrictions we are facing will end.

# WORKING ENVIRONME

## DEVICES

Our online learning programme is accessible via laptops, iPad, tablets and mobile phones. All secondary school students have been issued with an iPad which must be used for all online lessons. Please ensure that your iPad is in working condition, has the profile installed, is connecting to the VPN, and that you have access to your email address.

### INSTALLATION OF ONLINE PLATFORMS (APPS) IN DEVICES

All the apps can be downloaded to your devices through the following method.

- 1. If you are using the school iPad, all the apps are available in 'Self-Service'.
- 2. If you are using a non-school device, the apps can be downloaded from:
  - Google Play Store (for Android devices)
  - Apple App Store (for Macs and Apple devices)
  - Microsoft store (for Windows devices e.g. Microsoft Surface)

Alternatively, these apps have a web-based version which can be accessed directly from your browser. You will be required to log in using your email address.

- For Zoom (<u>www.zoom.us</u>)
- For Google Classroom (classroom.google.com)
- For Showbie (<u>www.showbie.com</u>)

### ACCESSING THE ONLINE PLATFORMS

To access the online platforms, you will be required to log into Google Classroom and Showbie using your school email address. In both platforms, please select the . Your subject teacher will provide you with a to access Google Classroom and Showbie classes.

You will access Zoom from Google Classroom. In Google Classroom, a link or a will be provided for you to access your lesson. By clicking on the link, the Zoom session will start automatically. No log in is required as long as you have been provided with the link to access the Zoom session.

Please refer to the video tutorials on the school website for a clearer explanation on how to access these platforms.

### ACCESSING SUPPORT

Video tutorials are available on the school website to provide you with a step-by-step guide to the Online Learning platforms. If you face technical issues during this period, please contact the Customer Support Team or the IT department for assistance. You can do this by emailing <u>cc@alsiraat.vic.edu.au</u> or calling the school on 9407 7000. Your co-ordinators and mentors will also be available for social and mental support.