ABHINAV GLOBAL SCHOOL

Affiliated and Accredited to CBSE, MHRD, Govt. of India
SECTOR-13, DWARKA, NEW DELHI-110078, INDIA
Phone: +91-70424-93520/22
Email: contact@agsdwarka.com Website: www.agsdwarka.com

Circular No: AGS/2023-24/3   Date: 13 April 2023

For Classes: Nursery to XII

Subject: Official Communication Channel

Dear Parents

In continuation of circular AGS/2023-24/1 dated 11 April 2023, we request you to collect your wards official email id from school reception.

The email id will give you access to the Google Classroom where all the necessary information will be updated.

After successful login into school official email id, please accept the invitation for the class to join the Google Classroom.

For any assistance,
Please fill the Google Form: https://forms.gle/f2qnaJvDJMt4SuDB9

Also we are attaching the guidelines for the Google Classroom Access for your ready reference.

Thanks for your cooperation.

Warm Regards
Head of School

Guidelines For Google Classroom Access

- **Official Email ID**

This email is the same as any other email. It will be logged in on
http://gmail.com/

The email id of a particular student is combination of student name and
ERP ID.

- **How to log in to your official email id?**

Platform: Mobile Application
   1) Download Gmail mobile application.
   2) Enter the official email id and password.

Platform: Desktop/ Laptop
   1) Open www.gmail.com
   2) Enter the official email id and password.

- **Classwise Google Classroom Access**

For every class, there is a Google classroom made in which daily
updates of homework, school circulars, planners, and important
announcements will come.

- **Rules to use Google Classroom**

1) The purpose of utilizing Google Classroom is to pass the information and update the parent.
2) The official emails of school are to be used for School purposes only.
3) The email - update@agsdwarka.com is only for posting the daily updates.
4) School Offical Email for any communication - agsdwarka2014@gmail.com, contact@agsdwarka.com

- **How to login into Google Classroom**

Please watch the tutorial videos for the same.

Platform: Mobile Application

https://www.youtube.com/watch?v=IWDgcY8j7aE&list=PLRLQhYdu_3MpeUUonhhZ1drzohDQKrw8k&index=3

Platform: Desktop/ Laptop

https://www.youtube.com/watch?v=cm6SEK3cRR0

- **Useful Applications**
1. Gmail – Gmail is email that's intuitive, efficient, and useful.
2. Google Classroom – Classroom helps students to boost collaboration, and foster better communication.
3. Google PDF viewer- To view the PDF shared.