



# INDIAN SCHOOL MUSCAT

PO Box: 2470, Ruwi, P.C. 112

Sultanate of Oman



5<sup>th</sup> July 2020

## VIRTUAL FAREWELL TO CLASS XII STUDENTS

Dear Students and Parents,

Greetings from Indian School Muscat!

The farewell to the students of Class XII (2019 – 2020 batch) will be organized on Saturday, 11<sup>th</sup> July 2020 at 10:00 a.m. on the Google Meet platform. Students of current and outgoing Class XII are expected to join the meet by 9.45 a.m. by using the invitation sent to their school mail ID. They can follow the guidelines given below. All students are expected to be in a decent ethnic or formal outfit.

You are requested to **follow the instructions given in this circular to create your school email ID. You will receive the invitation for your Google Meet in this email ID only.**

- Open google chrome browser and type gmail.com in the address bar.
- Before logging into the school mail id, you should make sure that you have logged out of all other Email ids in the system you are using.
- Your school email id is [grnumber@ismoman.com](mailto:grnumber@ismoman.com) (For eg. if your G R number is 1234, your official mail id is [1234@ismoman.com](mailto:1234@ismoman.com). Provide the default password 12345678 for the first time you login. After logging in you will be prompted to change the password.
- All students are requested to login and check if they are able to login successfully. Inform your respective class teachers if you encounter any login issue. Login issues should be resolved well before 11<sup>th</sup> July.
- On 11<sup>th</sup> July, students will get a mail in their mail inbox 15 minutes before the programme with the meet link to join the programme. Click on this meet link. This will take you to Google meet conference.
- If you encounter any issue, you should inform your class teacher immediately.
- Mute microphone and camera and click on **join**. You should not switch on your camera and microphone at any point of time during the programme, unless you are permitted to.
- Students are strictly warned against trying to upload any material. Stringent action will be initiated against such students.
- Students are requested to cooperate with their teachers in conducting the programme smoothly.
- At the end of the session, the students can end meeting.

With Best Regards

**Dr Rajeev Kumar Chauhan**  
**Principal**