

# **Virtual Learning Instructions**

#### Dear Paramount Family:

In the event of a closing of Paramount campuses, Paramount Schools of Excellence will implement a Virtual Learning day to ensure no loss of academic progress for our students. Students will be able to access their virtual assignments from any device once the below steps are completed. If students have access to a personal computer or tablet, there is no need to download additional software or applications in order to complete assignments.

### Google Classroom for Virtual Learning

Google Classroom will be utilized to deliver assignments and activities during the scheduled Virtual Learning day. Students will be able to access their assignments on Google classroom from any device including laptops, tablets, and even mobile phones. Please follow the steps below to download the app to your desired device.

### Step 1: Download Google Classroom App

#### Install the Classroom app on Android

Your device must have 5.0 Lollipop or later to get the latest version of the Classroom app.

- 1. On your device, tap Play Store >.
- 2. Find and install the Google Classroom app.

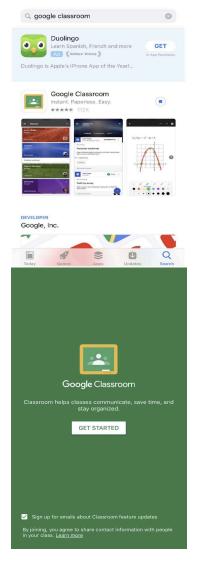
#### Install the Classroom app on iPhone or iPad

Your device must have iOS 11 or later to get the latest version of the Classroom app.

- 1. On your device, tap App Store.
- 2. Find and install the Google Classroom app.

# Step 2: Login to Google Classroom App

- 1. Click "Get Started"
- 2. Enter student's Paramount email address
- 3. Select your child's class(es) from the menu
- 4. For more information: <a href="https://youtu.be/idnTQ6RsPbE">https://youtu.be/idnTQ6RsPbE</a>



#### **Paramount Schools of Excellence**

Empowering all students to persevere and achieve academic success in a culture of excitement, inclusion, and community collaboration.

### Step 3: Access and Complete Assignments

- 1. Choose the "Classwork" Tab
- 2. Locate the days date (i.e. Virtual Learning Dec 1, 2021)
- 3. Complete all assignments under the Virtual Learning section
- 4. Ensure work is submitted by checking that it reads "unsubmit"

# **Technical Support**

Technical support for Virtual Learning will be provided by Trajectory. Please call (317-912-0010) or email <a href="mailto:trajectory@paramountindy.org">trajectory@paramountindy.org</a> for help with any technology related issues on Virtual Learning days. For help with classwork or specific assignments, please contact your student's teacher.

