# HOLY CROSS COLLEGE

ACCREDITED BY NAAC WITH 'A+' GRADE (CYCLE:2)
Tripura University Reg. Code: 17
Jubatara,P.O. Lembucherra, Tripura West Pin-799210
Phone: 0381-2915930, +91 9402315672
email- principalhccagt@gmail.com
Web: www.holycrosscollege.in

"Educating hearts and minds"

Ref. No. F.1/HCC/BOT/Std./Aug./2024/02                    Date: 06.08.2024

## NOTICE

This is to inform all the 1st, 2nd and 4th Semester Botany (Major) students that, there will be Online Classes on 07.08.202, 08.08.2024 and 09.08.2024 as college busses are availed for Panchayat Election.

## Schedule for Online Classes

| Date | Semester | Time | Name of the Faculty Member |
|---|---|---|---|
| 07.08.2024 | 1st Semester | 09:00 | Dr. Somnath kar |
| | 2nd Semester (Remedial) | 09:00 | Dr. Dipanwita Chaudhuri Sil |
| | 4th Semester (Remedial) | 09:00 | Dr. Debasree Lodh |
| 08.08.2024 | 1st Semester | 09:00 | Dr. Dipanwita Chaudhuri Sil |
| | 2nd Semester (Remedial) | 09:00 | Dr. Sudipta Sinha Nag |
| | 4th Semester (Remedial) | 09:00 | Dr. Somnath kar |
| 09.08.2024 | 1st Semester | 09:00 | Dr. Sudipta Sinha Nag |
| | 2nd Semester (Remedial) | 09:00 | Dr. Debasree Lodh |

## Instructions for Online Classes:

**Platform:** Google Meet

1) **Install Google Meet:** Download the Google Meet app on your smartphone or ensure you have access via a web browser on your computer.

- **For smartphones:** Visit the App Store (iOS) or Google Play Store (Android) and search for "Google Meet".
- **For computers:** Ensure you have a compatible web browser (Google Chrome, Firefox, Safari, or Edge).

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## 2) Joining the Class :

- **Open the Meeting Link**: At the scheduled time, click on the meeting link provided in your respective WhatsApp groups.
- **Sign In**: You need to sign in with your Google account. Ensure you use the account associated with your institution.
- **Allow Permissions**: If prompted, allow Google Meet to access your microphone and camera. This is essential for participating in the class.
- **Join the Meeting**: Click "Join now" or "Ask to join" if you need to request entry. Wait for the instructor to admit you if necessary.

## 3) During the Class :

- **Mute Your Microphone**: To avoid background noise, keep your microphone muted when you're not speaking. Click the microphone icon to toggle it on and off.
- **Turn On/Off Your Camera**: Use the camera icon to control whether your video is on or off. Having your camera on can help with engagement but turn it off if you experience connectivity issues.
- **Participate Actively**: Use the chat feature to ask questions or provide input without interrupting the speaker. Raise your hand virtually if you wish to speak.
- **Follow Class Etiquette**: Stay focused, take notes, and respect your classmates by avoiding distractions.

## 4) Technical Issues :

1. **Check Your Connection**: Ensure you have a stable internet connection. If you experience issues, try moving closer to your Wi-Fi router or using a wired connection.
2. **Rejoin the Meeting**: If you get disconnected, use the same meeting link to rejoin the class.
3. **Contact Support**: If persistent issues arise, contact your instructor or technical support provided by your institution.

06/08/2024

Head, Department of Botany
Holy Cross College, Agartala