

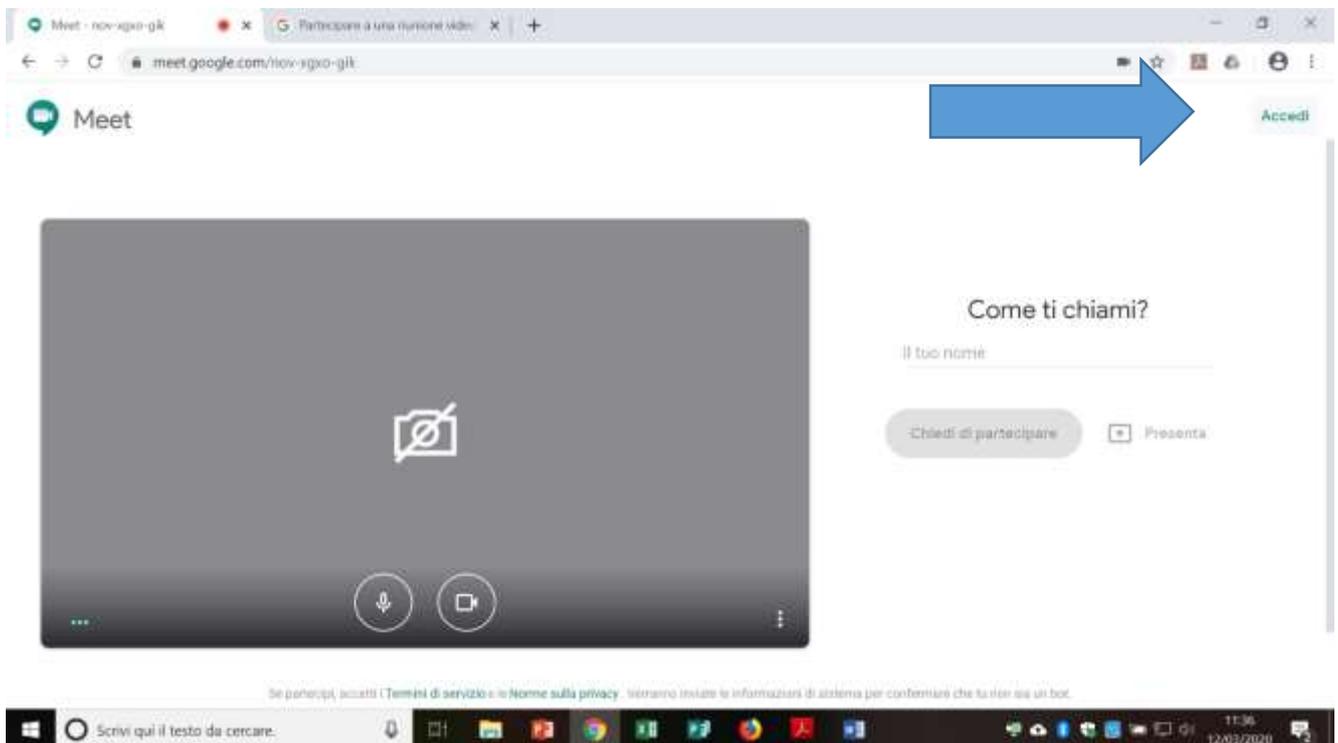
Guide for GOOGLE MEET

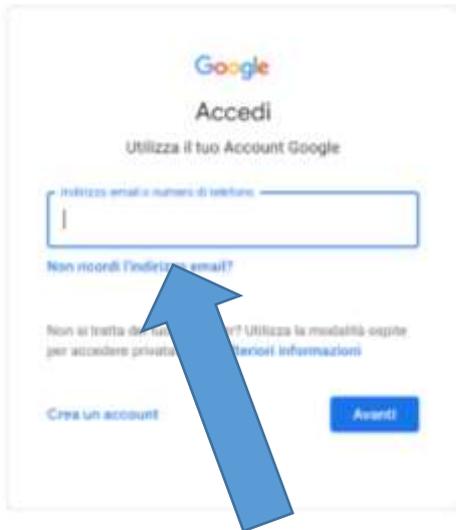
CHROME browser is recommended

1. You can check the URL of the Course you wish to attend at this link: <http://tiny.cc/9lhctz> (make sure you use your University username and password to enter)

Course	Year	Course title	Professor	Primary Virtuale Classroom URL	Secondary Virtual Classroom Room (should the primary virtual classroom be temporarily out of order)
LMFE	OPZ	European Labour Law	Borelli Silvia	https://meet.google.com/gxr-rtyv-ptk	

2. Click on **"Accedi"** ("Enter", top right corner) and use your "@edu.unife.it" login credentials (*not necessary in case you are already logged in*)



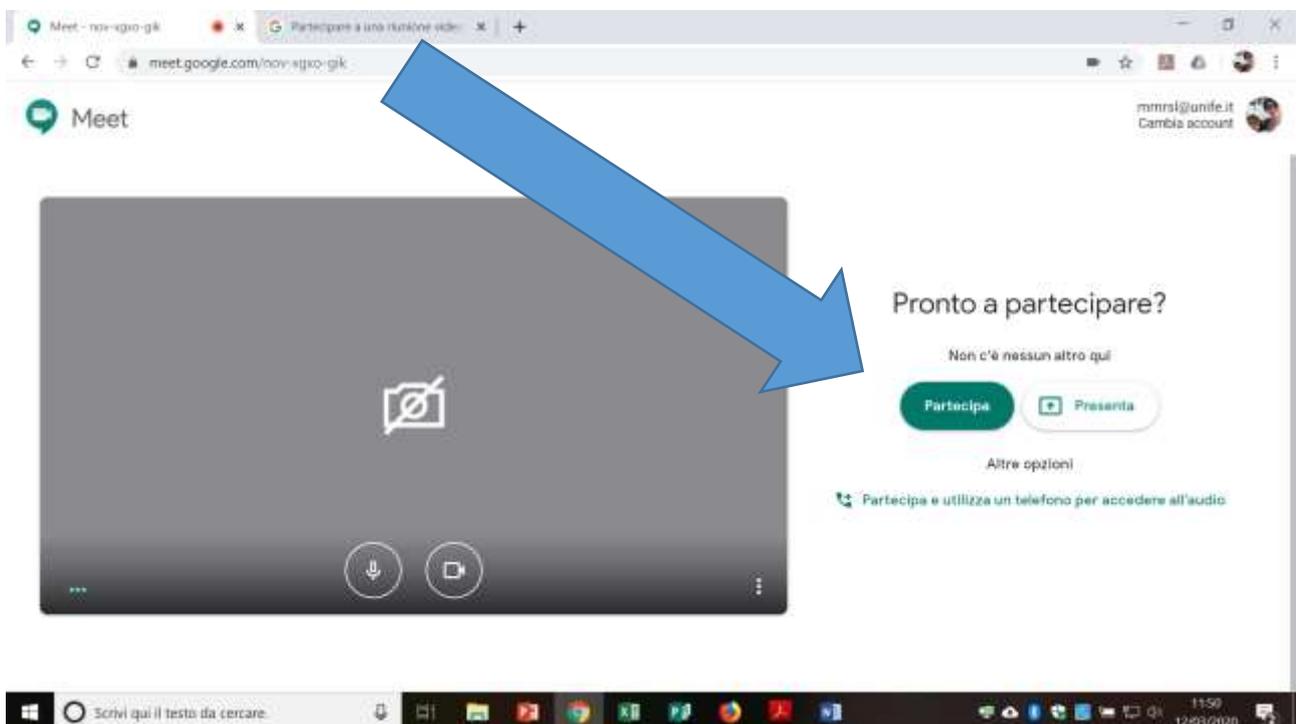


Type your email address (full version, including "edu.unife.it")

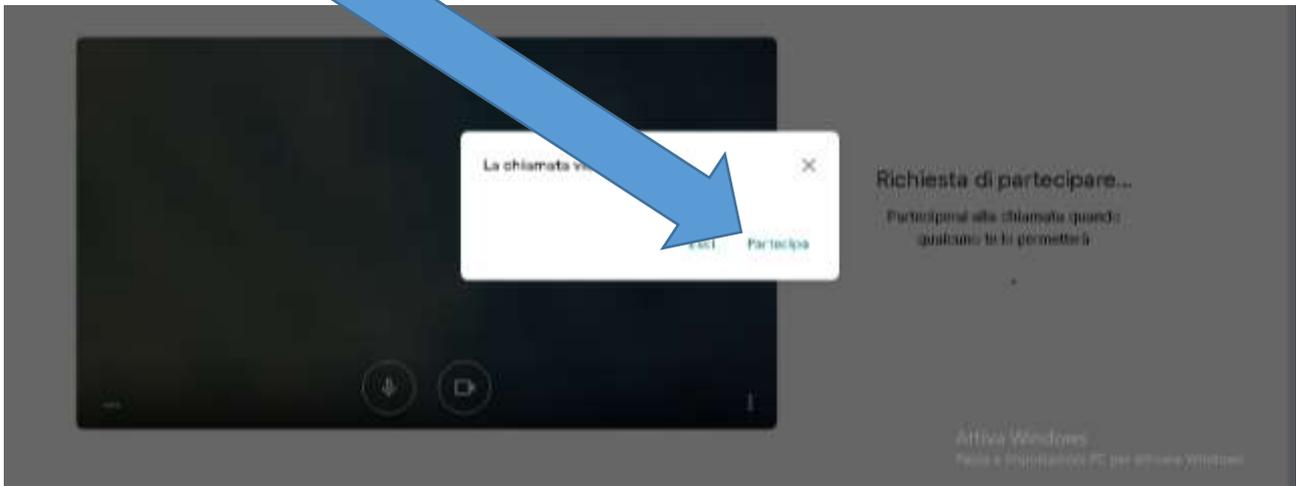


In case the system requires to confirm your identity, click on "Continua"

3. Click on "Partecipa"



4. In case the professor opted for recording lectures, you will receive a notice. You will have to click again on "Partecipa"; upon the first access, you will probably be required to activate the microphone and videocamera.



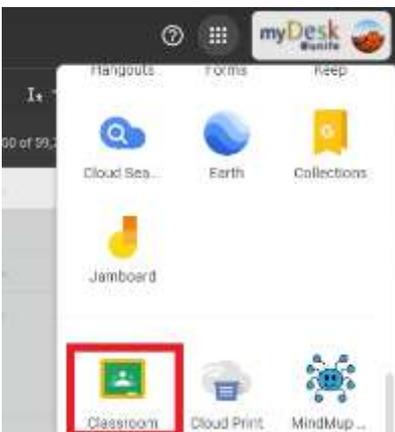
5. Once you submit the request, you should wait for the admission by the professor.
6. During the lectures, **students must mute their microphones**, unless they are explicitly required to speak.
7. During the MEET session, interaction via **chat** is possible.

Guide for GOOGLE CLASSROOM

1. You can access Classroom via your @edu.unife.it account, by clicking on the square button on the top right corner (where you can also find “Calendar”, “Drive”...)



2. Click on **Classroom**, at the bottom of the app's list



3. Click on “+” and on “Iscriviti al corso” (sign up to the course)



4. Type the “**GOOGLE CLASSROOM CODE**” of the course you want to attend. and click on “**Iscriviti**” (sign up). You will find the code at this link: <http://tiny.cc/9lhctz> (make sure you use your University username and password to enter)

