Dear Students,

Greetings from East West University and welcome onboard!
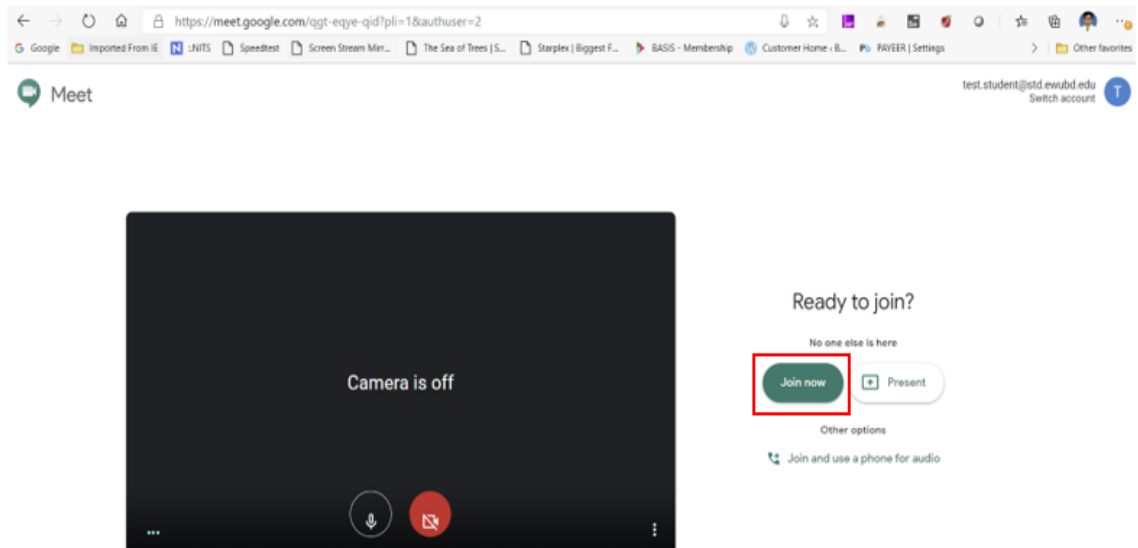
As you will be joining your online class starting 1st July 2020, I am pleased to share with you the following guide for your easy reference:

Guide to Join Online Classes using Google Meet

Prerequisite: You need to have your G Suite email account from your EWU and an email from your teacher with a link or a code /nickname to join online class.
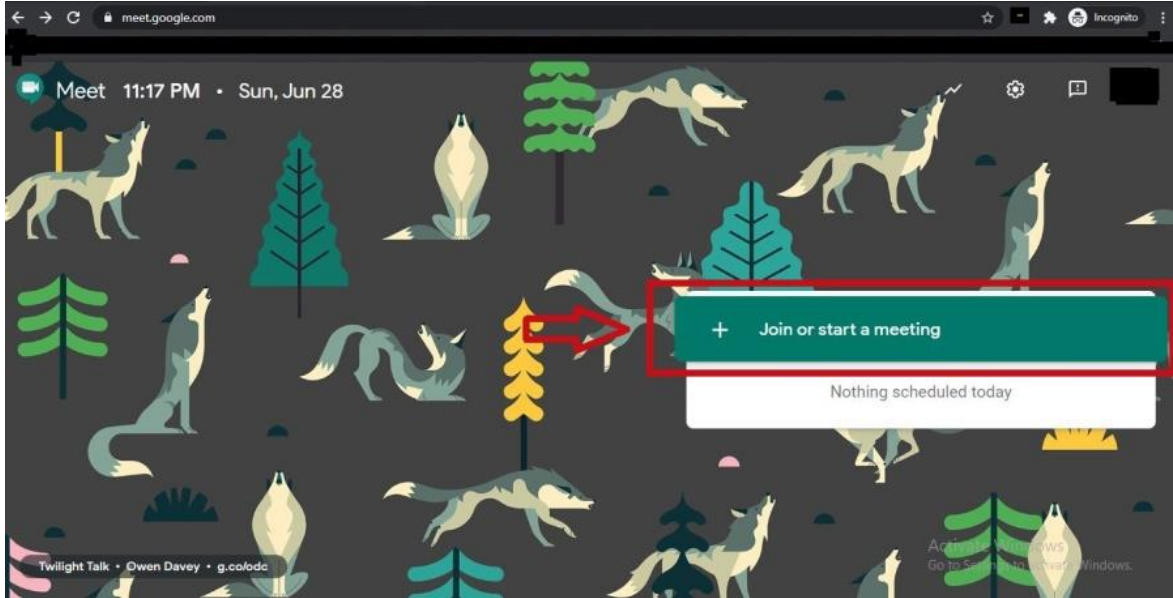
If you get a link from your teacher for an online class:

1. Sign in with your EWU official email in a browser. [Please use Google Chrome, Firefox and Safari for better performance]
    Or you can download **Google Meet** from Play Store if you are using mobile devices.
2. Click the link and click **Join Now** button as shown below to join your online class:
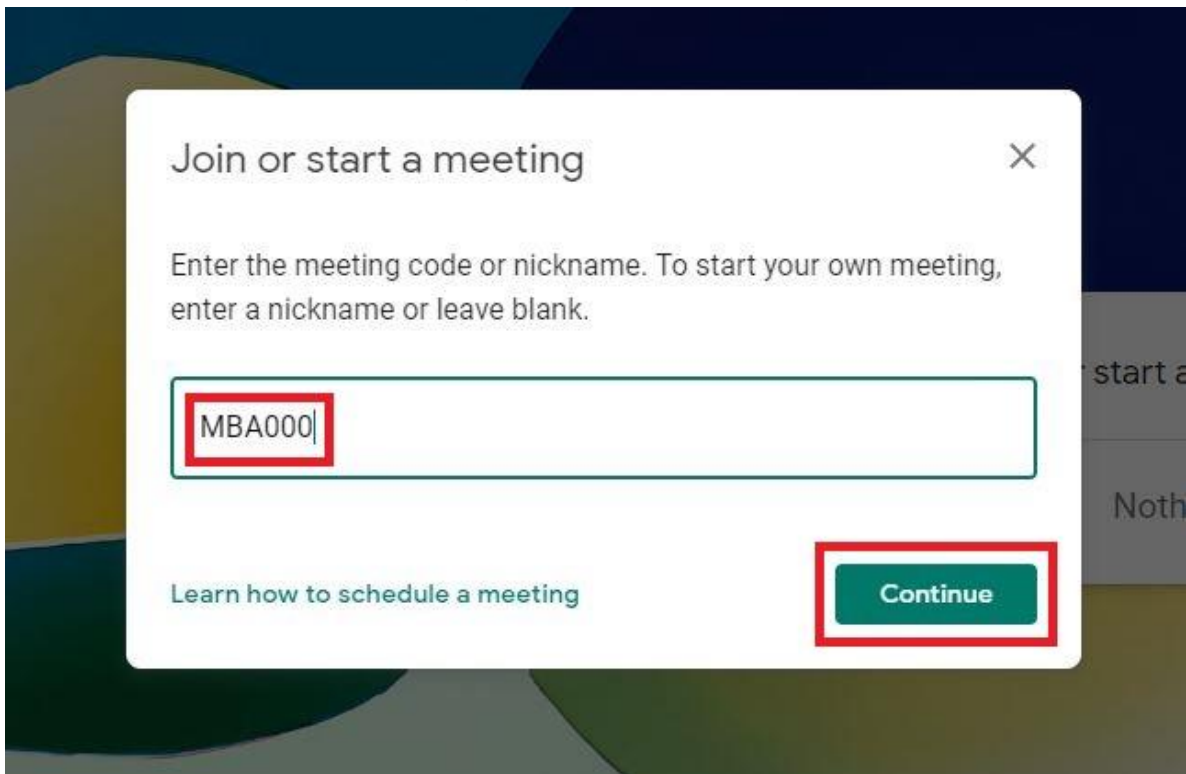

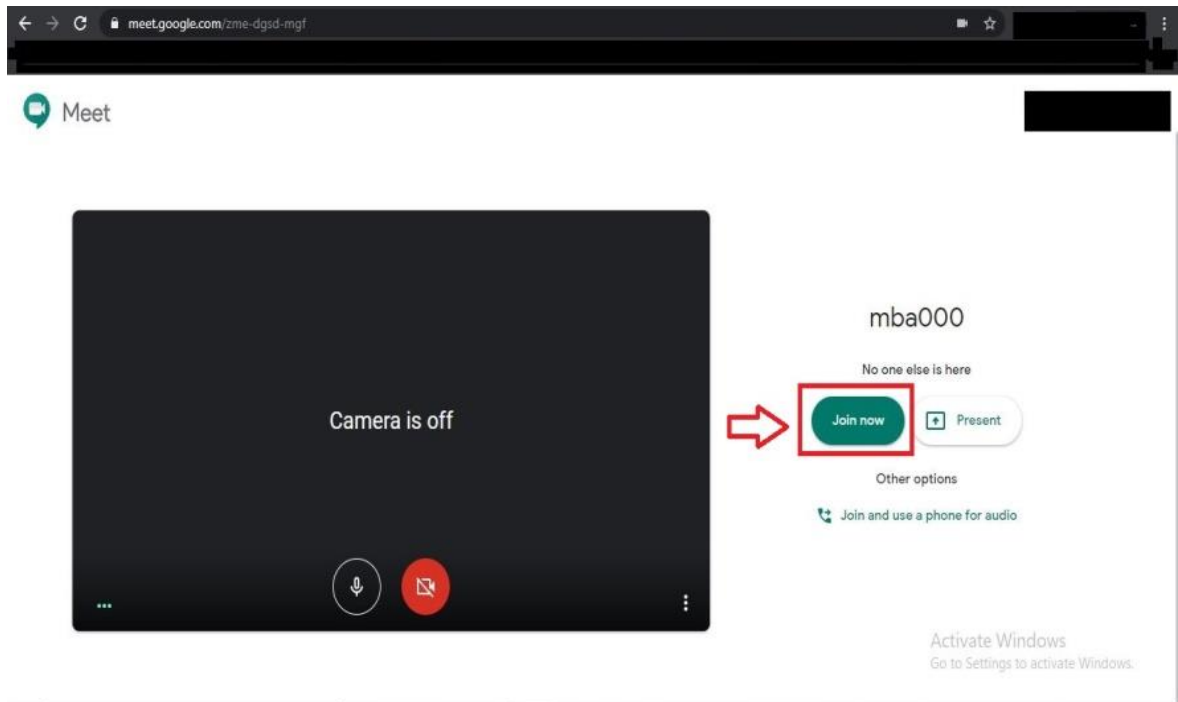If you get a code /nickname from your teacher for an online class:

1. Sign in with your EWU official email in a browser. [Please use Google Chrome, Firefox and Safari for better performance]
   Or you can download **Google Meet** from Play Store if you are using mobile devices.

2. Navigate to https://meet.google.com/, and then you will get an option like Join or start a meeting like below:

3. As you click it, you will see a window like below where you need to put the code given by your teacher such as **MBA00** in the box and press **Continue** button:

4. Once you have done that following screen will appear where you need to press **Join Now** button to join your online class:

If you have not received any email from your teacher please contact departmental help desk at https://www.ewubd.edu/enquire.

If you run into any technical issue while trying to join online class, please email helpdesk-ics@ewubd.edu with a screen-shot of your problem along with the following essential information:

Your name:
Your Student ID Number:
Link or code received from your teacher:
Your phone number:

Wishing you a great start of your exciting journey with EWU!

B.E.M. Manjur-e-Khuda
Chief Technology Officer (CTO)
East West University