Remote Learning Tips for PGCPS Teachers

PGCPS Zoom for Students & Families on a Computer

For security, PGCPS Zoom meetings with students will require students to login to Zoom with their PGCPS information. In most cases, students will login to Zoom via Clever first. Then they will access the meeting via a link in Google Classroom or join with the Meeting ID and password directly in Zoom.

Sign Into Zoom

1. Sign in to Clever
   clever.pgcps.org
2. Click on Zoom
   or go to
   pgcps.org.zoom.us
3. Click Sign in
4. Enter your PGCPS Username & Password

Get the Meeting Info from Google Classroom

5. In a new tab, go to your class in Google Classroom
6. Find the post about your Zoom meeting.
   Copy the Meeting ID and Password*
   or click the Meeting link
   (If there is one)

Join the Zoom Meeting

** If there is a link to the Zoom meeting in Classroom, click the link and skip to step 10.
7. Return to the browser tab where you logged into Zoom.
8. Click the Join a Meeting link
   JOIN A MEETING
9. Enter the Meeting ID
   If You Forgot to Sign Into Zoom First
   1. Scroll and click "Sign in with SSO"
   2. Enter "pgcps.org" > Continue
   3. Enter your PGCPS login details

10. Choose how to launch Zoom:
    Open zoom.us
    or
    Join from your browser
11. Enter the Password*
    (If it is not already there)
    Click Join

Zoom Tips

- Waiting Room: Students will be in a waiting room (a white screen) until the teacher admits them.
- Join Audio: Choose how to hear and speak during the meeting. Click the Join Audio button then select Computer Audio or Phone Call
- Mute: If you connect your audio through the computer, click the microphone to mute or unmute yourself.
- Video: Participant video may be off by default. If you have permission to turn it on, click Start Video
- Chat: Participants can type a message to your teacher or to everyone in the meeting. Click the Chat icon. When the chat window appears, type your message at the bottom and press the enter/return button on your keyboard.

bit.ly/pgcpsremoteteaching
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