



UTTARA OFFICE:
SENIOR SCHOOL,
PLOT # 13, ROAD # 1/A
SECTOR – 14, UTTARA MODEL TOWN,
DHAKA- 1230.
TEL: NOS. 55087118, 55087125
Email:
Web:

GULSHAN OFFICE:
SENIOR SCHOOL, GULSHAN
HOUSE # 36, ROAD # 43
GULSHAN – 2,
DHAKA- 1212.
TEL: 9845983
info@bitschool.edu.bd
www.bitschool.edu.bd

April 24, 2020

Dear Parents/Guardians,

This is to inform you that Virtual Classes using Google Classroom and Zoom for students of the Junior Schools are prepared - **the online timetables and routines have been uploaded on the school's website.**

Along with your ward, please carefully go through and familiarise yourselves with these procedures. **The online classes** will commence from 26.04.2020 (Sunday).

Please observe the following guidelines given below very carefully on how to log on to the online classes:

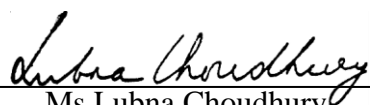
- Open/use the Gmail account you provided to the school.
- Download Google Classroom, Hangout app, Google Meet app and Zoom app on your computer or mobile.
- Go to the BIT website
- Click the **Online Class** button
- Select your **designated Campus and Class**
- Click on the Google Classroom Routine. **Keep note of the codes given with subjects/classes.**
- To join your class, open Google Classroom and **click on the '+' sign**
- **Use the class code given in the routine to access the class.**
- Follow the instructions of the Subject Teacher **and click on the link to open live classes** either on Zoom or Hangout, as per the given link by the teacher and get started with the virtual world of Learning!
- If you have any trouble logging on, please contact your respective campus via email.

In order to avoid any untoward incident, this email and the meeting links must not be shared with anyone other than your child, from BIT.

It is imperative that students maintain discipline and decorum during these classes.

During these trying times, the school is doing its utmost for students to give them a sense of normalcy and continue with their education.

The school thanks you as always, for your continued patience and cooperation.


Ms Lubna Choudhury
Founder Principal & Chairperson