



A Shell Trinidad and Tobago Initiative

IN PARTNERSHIP WITH



SHELL STREAM PROGRAMME STREAM & TECH CLUBS PARENT/GUARDIAN GUIDELINES

Logging In /Logging Out

- 1) All students are required to log in using the provided link to the session for which they are registered, at least ten (10) minutes before the session is scheduled to begin. It is important to log in to the session early to troubleshoot any technical difficulties e.g. configuring audio and video settings.
- 2) Please enter a screen name/username that is **the full name of the student** as stated on the submitted registration form. Students may be placed in a virtual waiting room before entering the virtual club and using their name aids in confirming their identity before providing access.
- 3) Students should start the session with their video/cameras off until they are told to do so by a facilitator. Microphones should be muted at all times except when the student is given permission to unmute by the facilitator.
- 4) Before logging in to the session we ask parents/guardians to survey the physical space in which the student will be seated for the virtual club. Please be mindful of camera placement e.g. away from open windows, passageways and doorways as well as lighting and objects in the background. Additionally, it is in your best interest to inform relatives and guests that your child will be participating in an online session and to refrain from disturbing them.

- 5) At the end of each virtual session all students are required to safely log out of the session or this will be done by the NIHERST facilitator.

