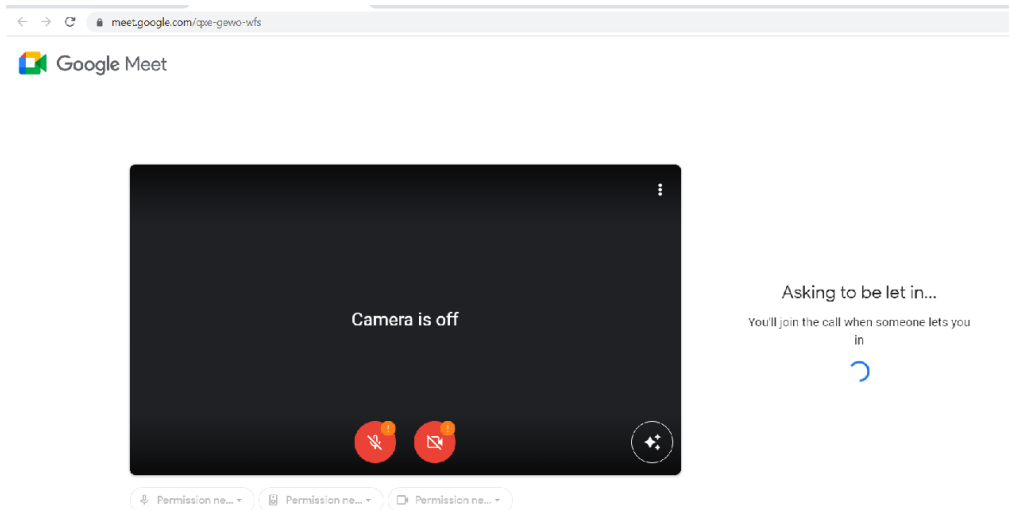


## Accessing GMeet links for online Parent - Teacher Meetings (PTMs)

Do log in through your child's Walnut email ID ONLY to directly gain access to the GMeet link shared with you by the school.

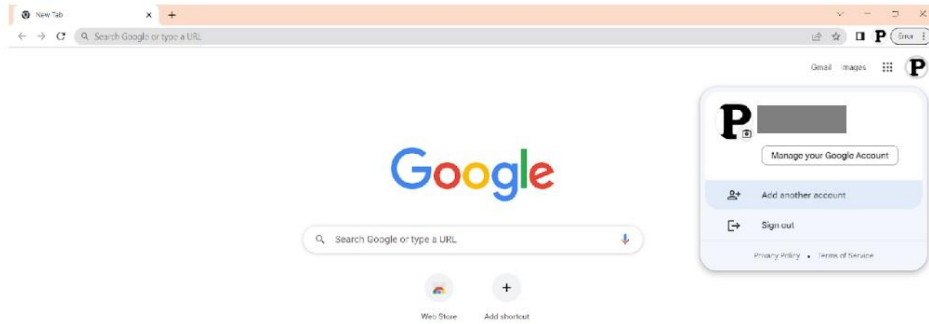
In case you face technical difficulties, these may be the possible scenarios :

- **You have joined through your personal Gmail account :**
  - If you see the below screen i.e. a message that says '**Asking to be let in**', you have not logged in through the Walnut email ID.



- You can check the email ID you have logged in, by looking at the top right corner of the screen. Log out from your personal Gmail account and sign in again using the Walnut email ID.
- **You have logged in through your child's Walnut email ID but still cannot join :**
  - It may be the case that your browser is logged in with your personal Gmail account, and you have logged in with the child's Walnut email ID through gmail.com
  - In such a case, you may face difficulty in joining the GMeet link. Click on the top - right corner of the screen to click on your personal login.

- Click on **Add another account.**

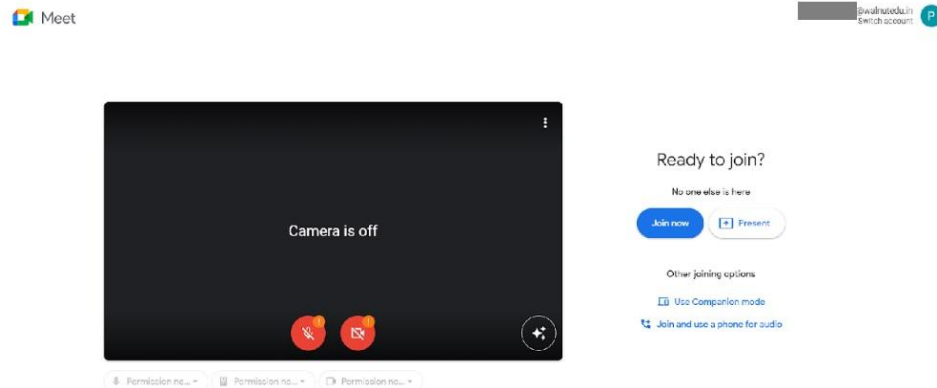


- You will be able to log in through your child's Walnut email ID.
- You will then be guided to selecting one of the GMail accounts through which you want to log in. Do select your child's Walnut email ID.



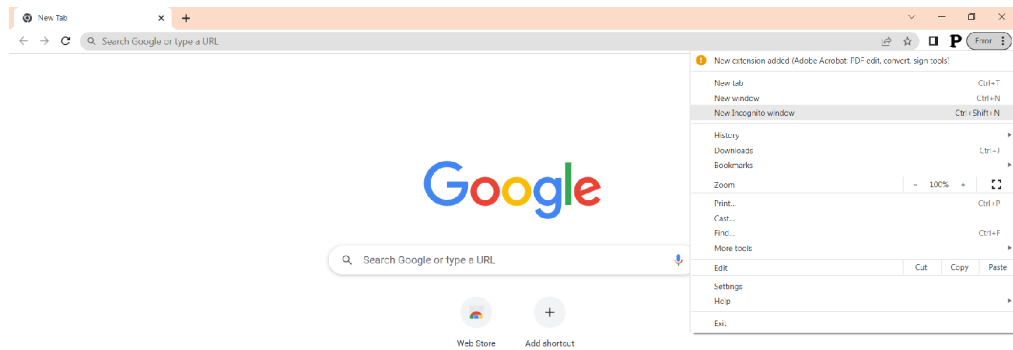
- If you do not add the account and switch between accounts as mentioned, then your personal account will be used to log in, by default.

- You will now be able to connect with the GMeet link shared by the school. You will see the screen that says **Ready to Join**. You have logged in correctly!

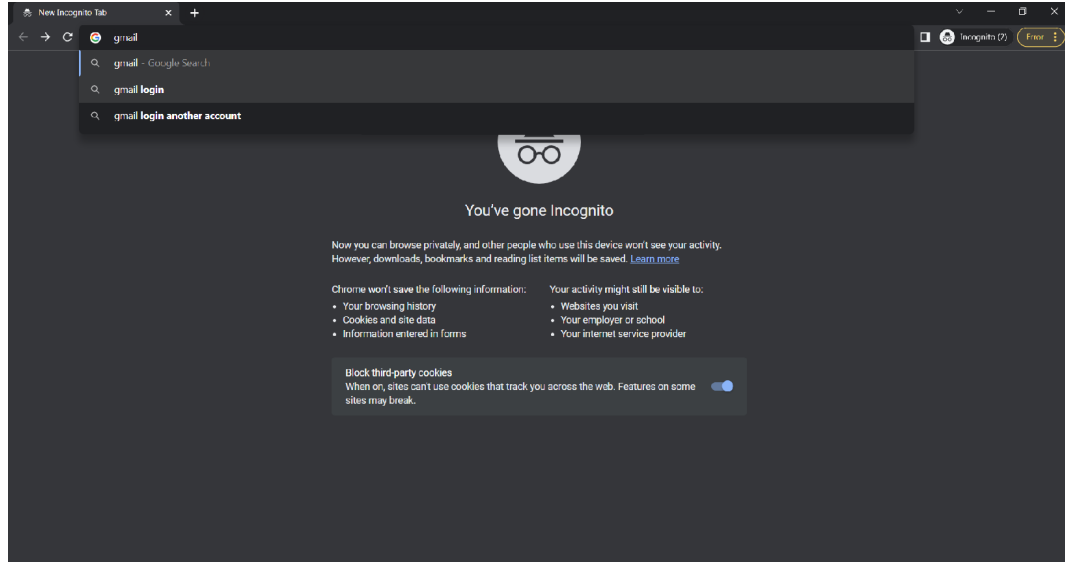


- **You cannot understand how to log in by adding an account :**

- If the above steps seem too difficult, you can also log in using the child’s Walnut email ID through the Incognito mode.
- Open Google Chrome. Click on the three dots seen in the upper right corner of the browser window. It will allow you to open a **New Incognito window**.



- A new incognito (grey) window will appear. Go to Gmail, log in using your child’s Walnut email ID, and follow the same process to join the GMeet link for the online PTM.



- **You are asked to enter a class code :**
  - You have not accessed the Google Meet link directly through the email.
  - Please open the email sent by Walnut School which also mentions the Google Meet link.
  - Click on it and join the meeting using **ONLY** your child's Walnut email address.

**If you have been asked to enter a class code, that means you accessed the Google Meet link by going to the Google Classrooms page and then requesting to Join Class. This is NOT the way to join the link shared by Walnut School.**