



# EAST WEST UNIVERSITY

PROGOTI FOUNDATION FOR EDUCATION AND DEVELOPMENT

PERMANENT SANAD HOLDER

A/2, Jahurul Islam Avenue, Jahurul Islam City, Aftabnagar, Dhaka-1212, Bangladesh.

Tel: 09666775577; URL: <http://www.ewubd.edu>

## Guide to Join Online Classes using Google Meet

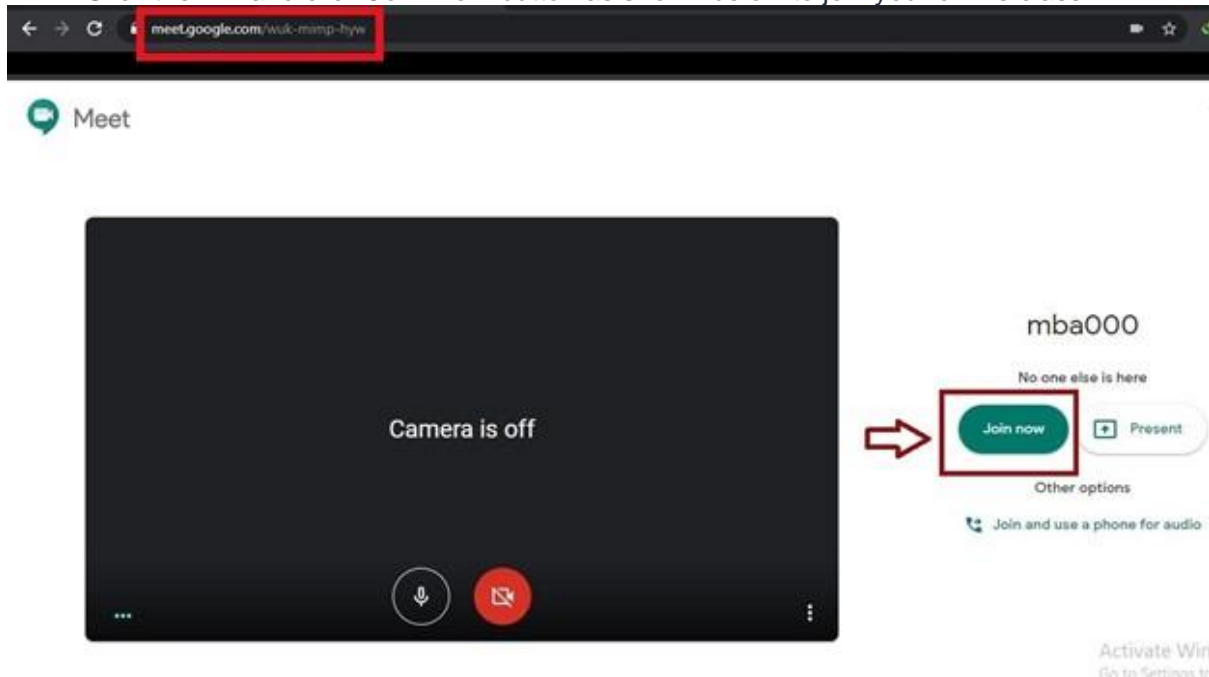
**Prerequisite:** You need to have your G Suite email account from your EWU and an email from your teacher with a link or a code /nickname to join online class.

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:

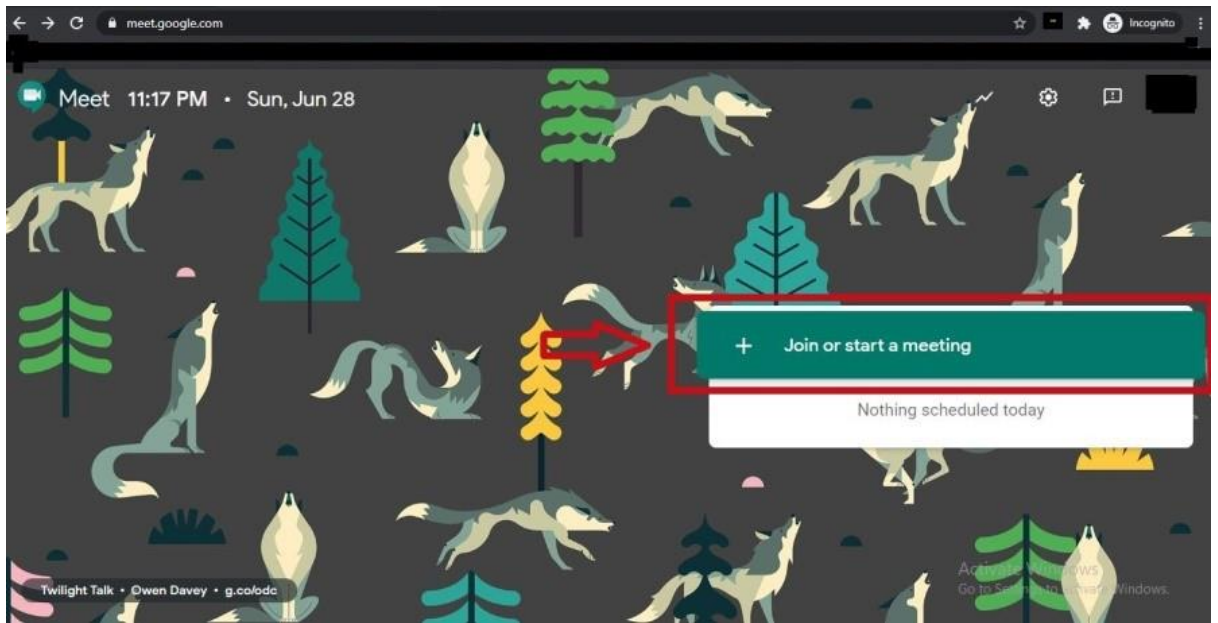


If you get a code /nickname from your teacher for an online class:

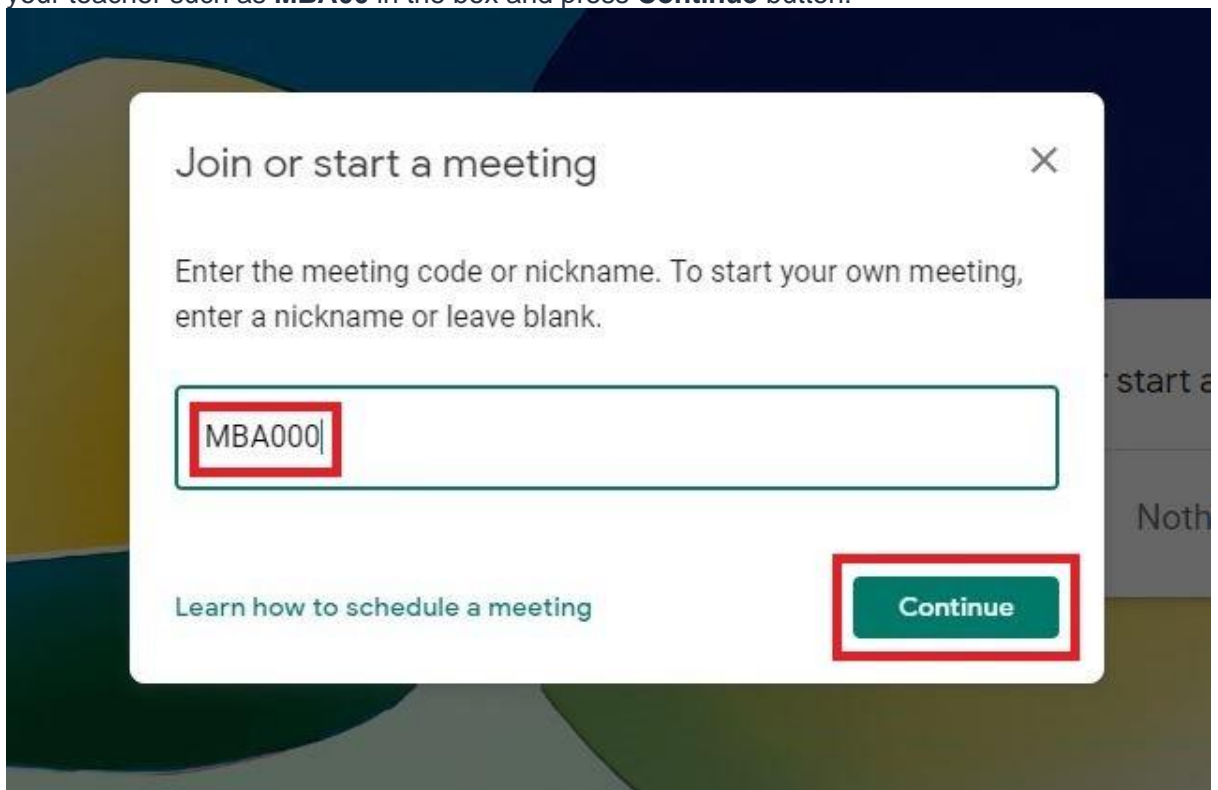
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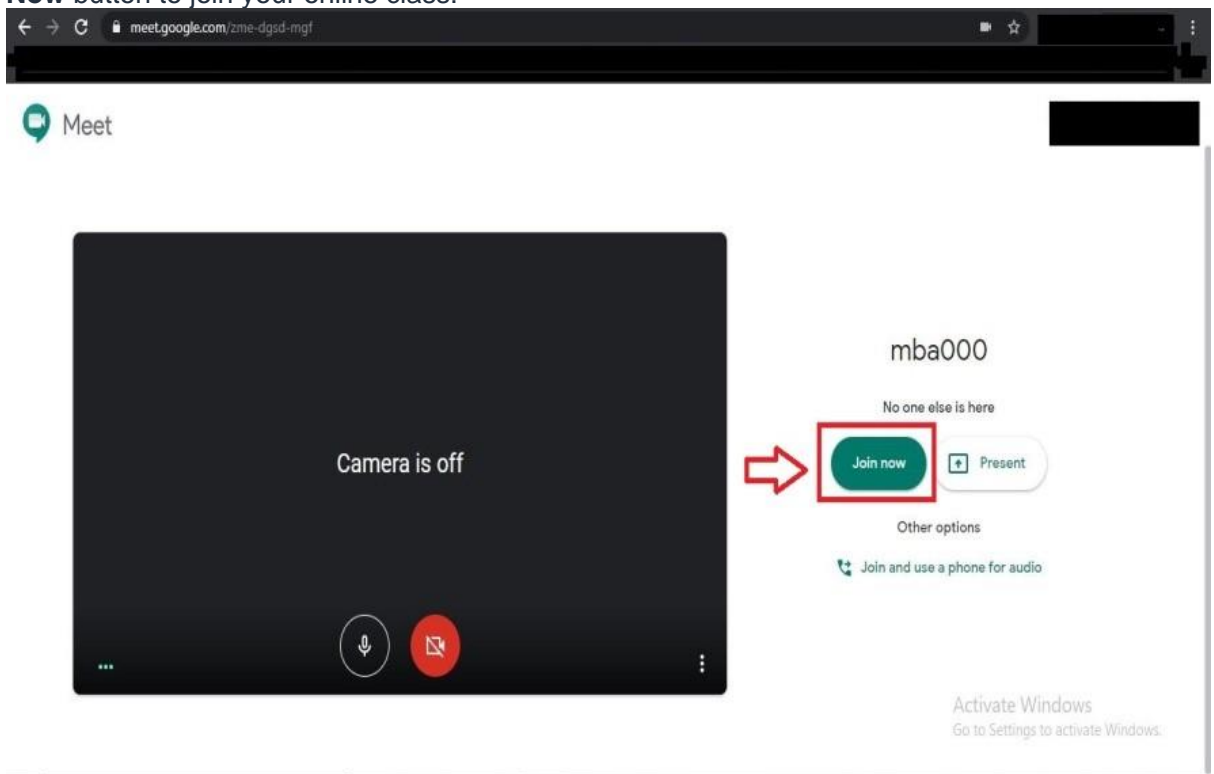
2. Navigate to <https://meet.google.com/>, and then you will get an option like **Join or start a meeting** like below:



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](mailto: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:

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