



## VIRTUAL STUDENT REQUIREMENTS & PROCEDURE

Welcome to virtual lessons! The Maitland Conservatory is proud to announce zoom integration into our parent/student and teacher portal system. This will enable our students and teachers to instantly connect for lessons in an effective and consistent manner. The information below will help guide you in the process:

### REQUIREMENTS:

- A stable internet connection
- WIFI/Internet capable device with camera or external webcam (phone, tablet, laptop etc..)
- Instrument (Contact us if you are having trouble finding an instrument)
- Lesson materials (method books, metronome)

### PROCEDURE:

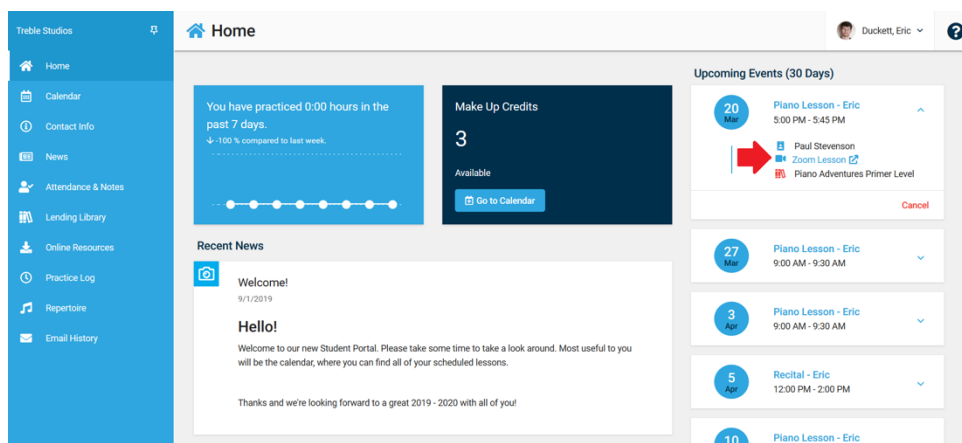
Below you will find information on how to access your virtual lesson through your Student/Parent Portal. If you do not have your portal information, please contact us immediately so that we can assign you the necessary information.

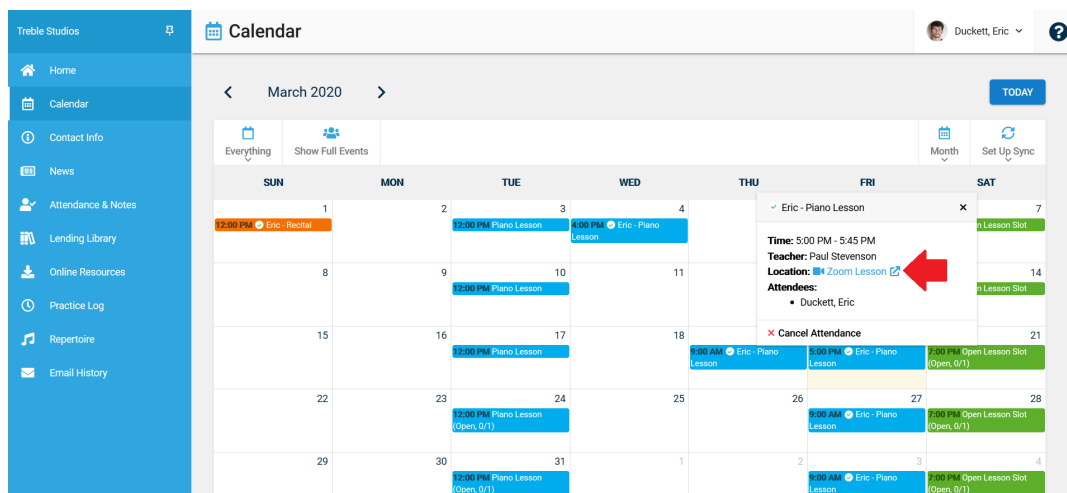
## How do students join a Zoom meeting?

Your students have a couple options for joining the Zoom meeting.

### Student Portal

If you've scheduled an online lesson using a Zoom lesson location, your students will have the option to join the meeting from their Home page or the Calendar menu.





## SMS and EMAIL Reminders

You can also access your Zoom lesson via the link in your email and SMS reminders.

## TEACHER “WAITING ROOM”

You have the ability to login to your lesson early. If you do, you will be directed to the teacher “waiting room” until the teacher joins or finishes the previous lesson.

## SCREEN RECORDING

You have the ability to record your lesson while in your lesson. You can use this to review lesson content after your lesson is completed.