



TMSGRN/CIRC/23-24/75

8th November'23

Guidelines for Written work by students during Online classes

Dear Parents,

Warm greetings from The Millennium School Greater Noida (W)!

As previously communicated, due to the current rise in pollution levels, in-person classes are currently suspended. However, the education of our students remains our utmost priority. Therefore, we are dedicated to ensuring uninterrupted learning through the continuation of online classes, we request you to ensure that your child is equipped with the necessary technological resources to participate in these online sessions.

While physical classes are temporarily halted, we are committed to maintaining the continuity of the academic curriculum through notebook and Observation book work. We follow a stringent notebook checking code and work guidelines. It is crucial that the students diligently follow these guidelines and complete the assigned tasks within the stipulated time frames during online sessions. Students must-

- Write date of work done in the left most corner in the header and CW/HW in the right most corner of the page for every new work. Similarly mention in the Observation Book.
- Write name of the Chapter in the top margin and underline using scale and pencil using double line.
- Write topic with serial number in the first line and underline using scale and pencil using double line.
- Fill the index using the same serial number and date.
- Draw a long line with pencil after each question.
- Draw a short line with pencil after completion of the work.
- For Grades VI-VIII write questions with black pen and answers with blue pen.
- Draw all figures/ diagrams with pencil and label properly using scale. Use sharpened pencil wherever applicable.

Important- We recommend our students up till grades 8 should refer to the digital platform of our curriculum partner EDAC to access soft copies of all books. You may use the following links for the same-

E-DAC digital App platform link: https://bit.ly/ED_App_Android

Self-Registration Video: https://bit.ly/EDAC_Ignite_Help_Videos

As our esteemed partners in your child's education, we kindly request your cooperation in ensuring that students adhere to the guidelines provided and participate actively in the online classes. This will significantly contribute to a productive and efficient learning environment for all.

Should you have any queries or require further clarification, please contact the concerned teachers. We deeply appreciate your understanding and support during online classes.

Warm regards

Dr. Himani Tyagi
Principal