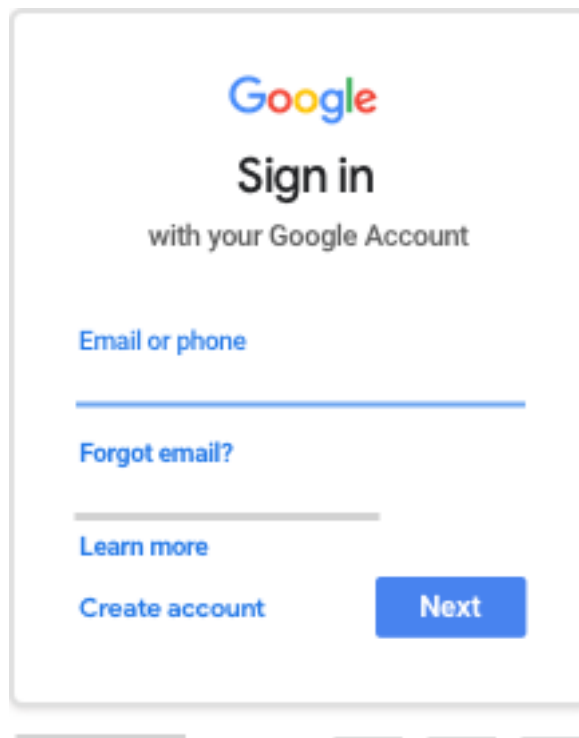
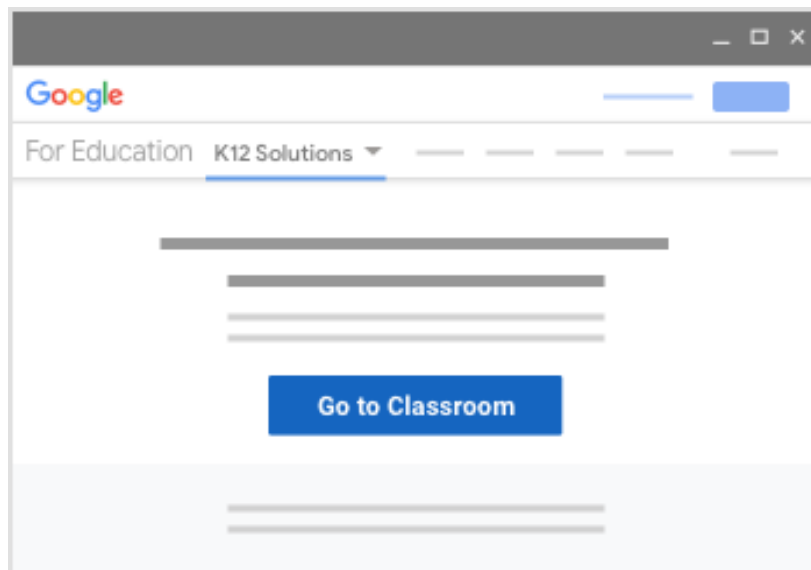
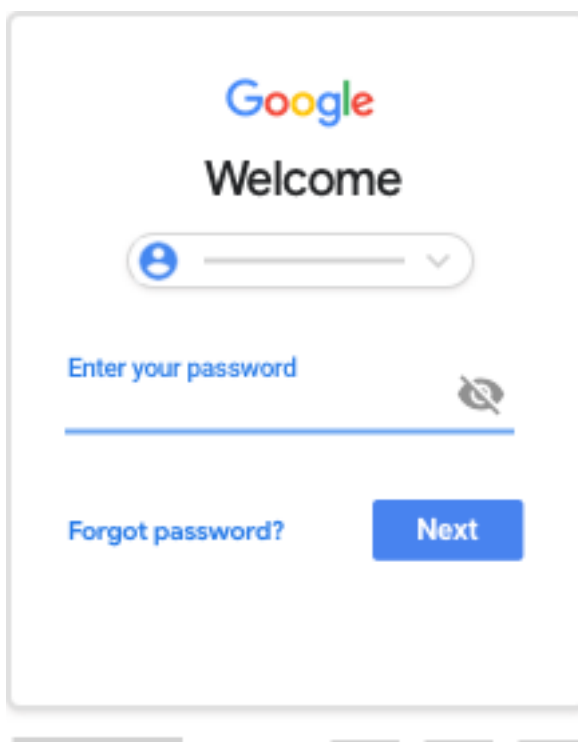


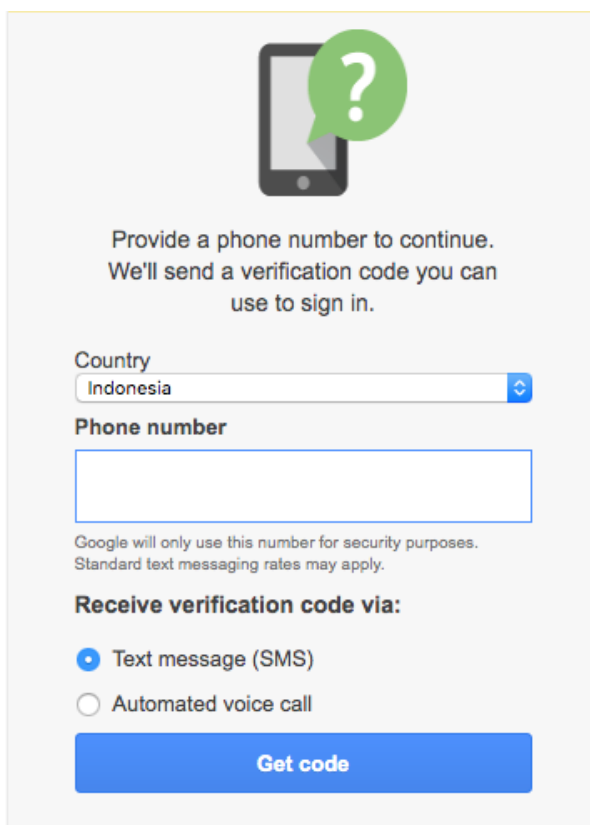
1. When you are enrolled as our student at Swiss German University, you will receive notification from system for your SGU Account to access SGU Applications, such as;
 - SGU Mail (<https://mail.student.sgu.ac.id>)
 - Google-Apps (classroom, meet, etc.)
 - And other applications
2. Please sign-in to <https://classroom.google.com> to activate your google account on Swiss German University, and login using the username and password given on step (1) above.



3. After signing-in please follow google guide in order to activate your google account.



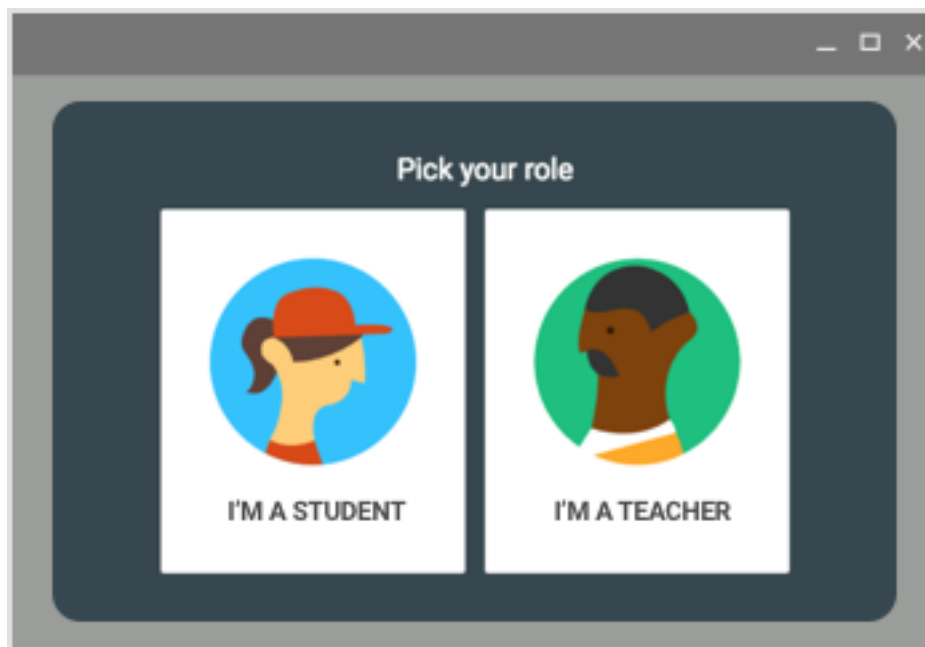
The image shows the Google 'Welcome' screen. At the top is the Google logo, followed by the word 'Welcome'. Below that is a profile picture placeholder. Underneath is a text input field with the placeholder text 'Enter your password' and a toggle icon for visibility. At the bottom left is a link for 'Forgot password?' and at the bottom right is a blue 'Next' button.



The image shows the phone verification screen. It features a smartphone icon with a question mark. The text reads: 'Provide a phone number to continue. We'll send a verification code you can use to sign in.' Below this is a 'Country' dropdown menu set to 'Indonesia'. A 'Phone number' input field is provided. A note states: 'Google will only use this number for security purposes. Standard text messaging rates may apply.' Underneath, there are two radio button options: 'Text message (SMS)' (selected) and 'Automated voice call'. A blue 'Get code' button is at the bottom.

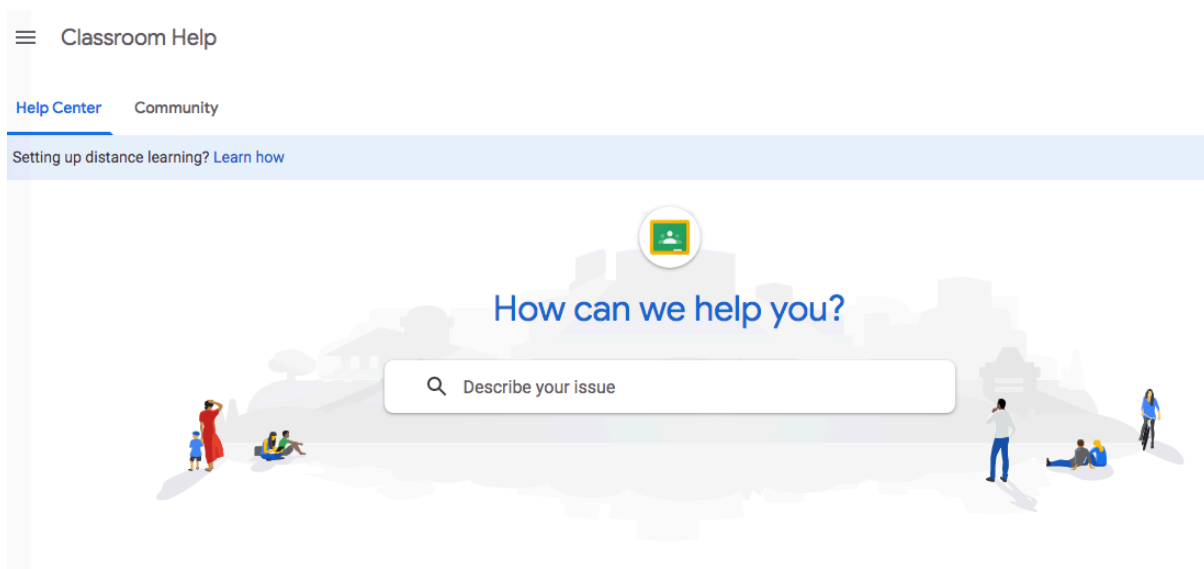
Note : please enter a valid and active mobile phone number

4. Select "I'm a student" from the pick your role menu, this can only have done once



Note : if you select "I am a teacher" you will need to show a proof of document to the faculty for the approval.

5. For more information on google classroom, visit google classroom documentation on <https://support.google.com/edu/classroom/>



6. If you have a problem regarding signing to your account, please contact Information System and Technology hotline +62 811 877 0082 (WhatsApp chat only).