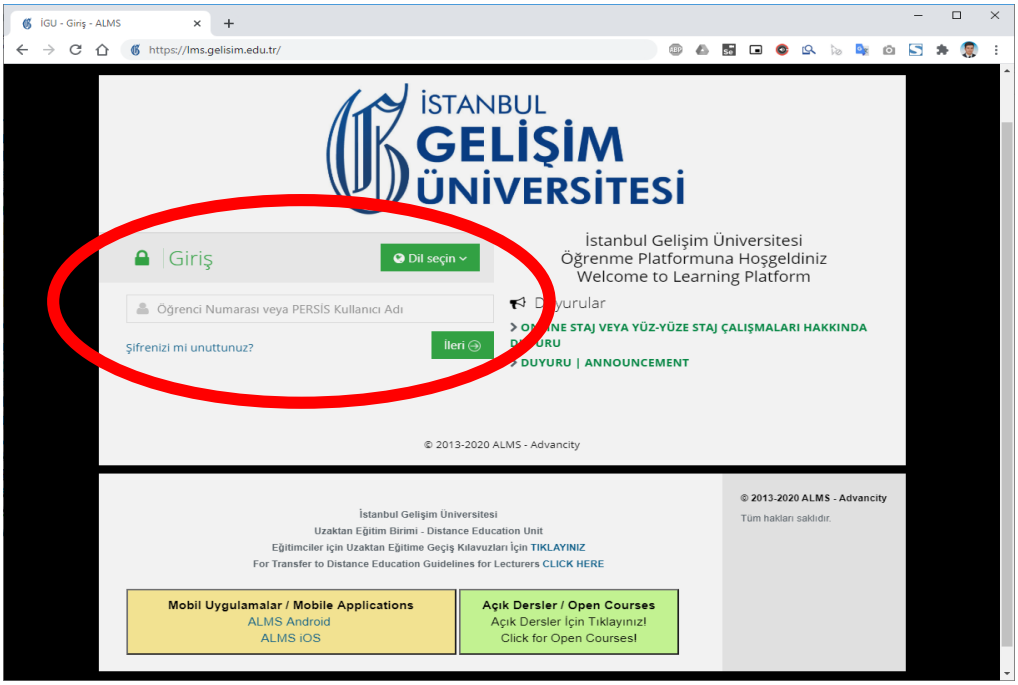
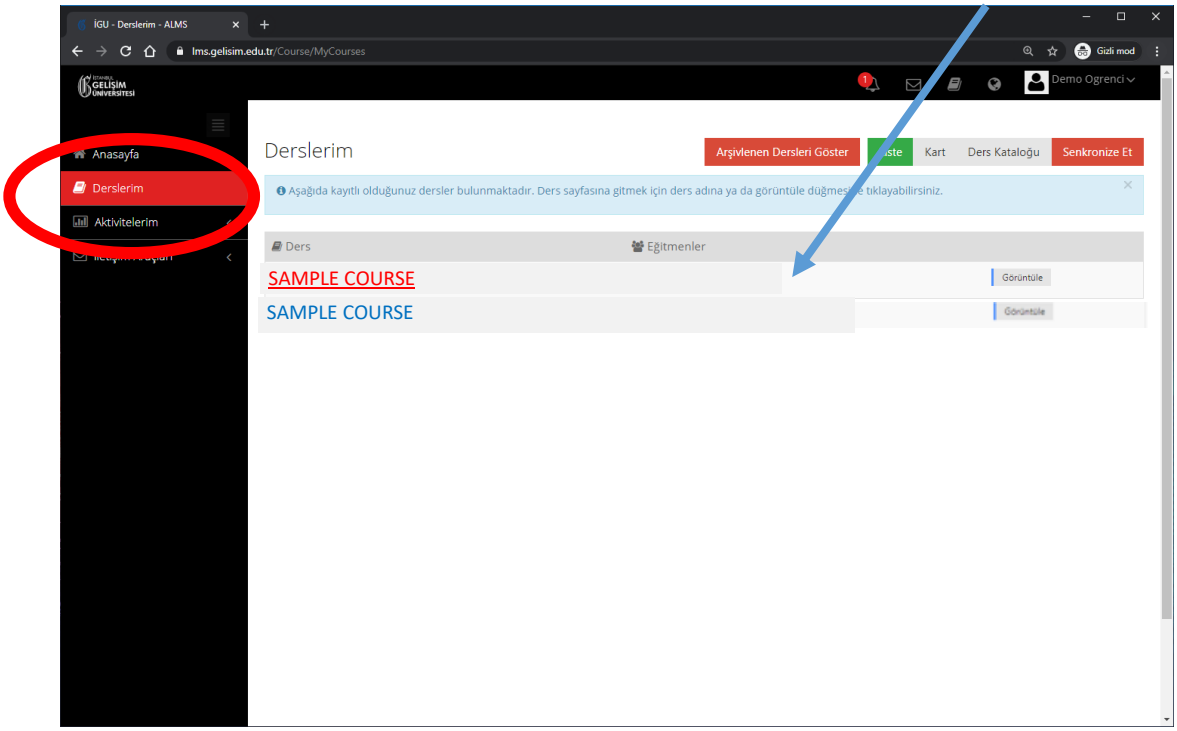
LMS AND VIRTUAL CLASS STUDENT ATTENDANCE GUIDE

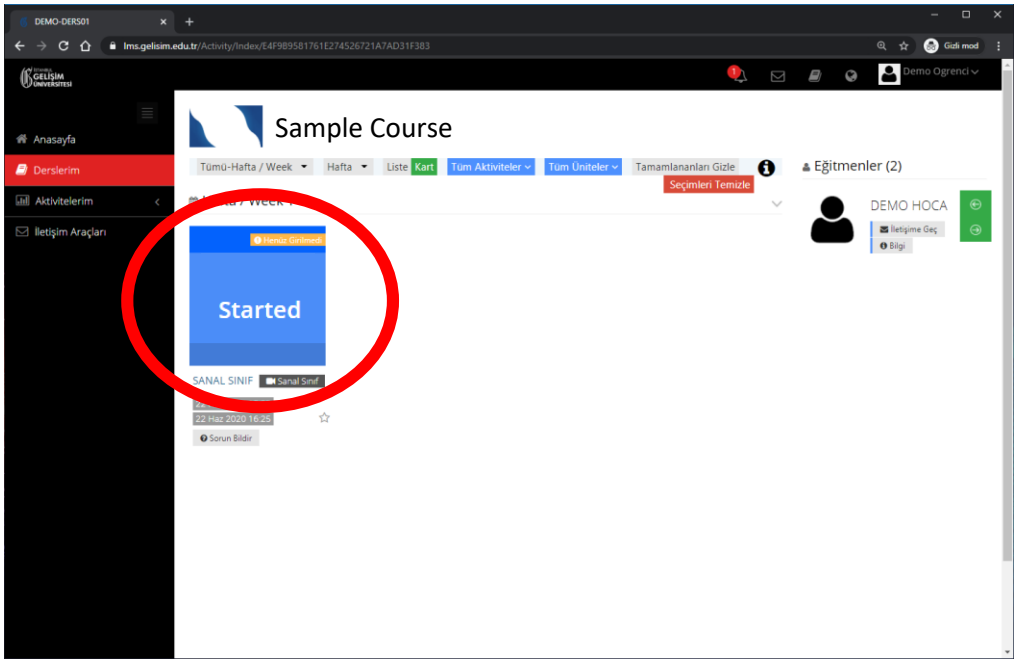
1. We offer some recommendations in order to avoid problems during the lesson
   a. Use a desktop or laptop device.
   b. Make sure your device is connected to the internet, if you have a wired connection or if you are connecting wirelessly, make sure that there is no signal interruption.
   c. In distance education system, you must use the current version of Google Chrome browser.
   d. If the problem persists even though you have followed the procedures in this document, you can call 7912 extension and get support from UZEM technical staff.
   e. In order to access Distance Education course materials, enter your student number on behalf of the user on lms.gelisim.edu.tr and your "11-digit TR ID Number" or LMS / OBIS password in the password section..



2. If there is an announcement published, please read this announcement and click the "I have read and approved" button at the bottom and log in to the system.
3. Go to the "My Lessons" list from the main page or from the menu on the left and go to the page of your lesson.

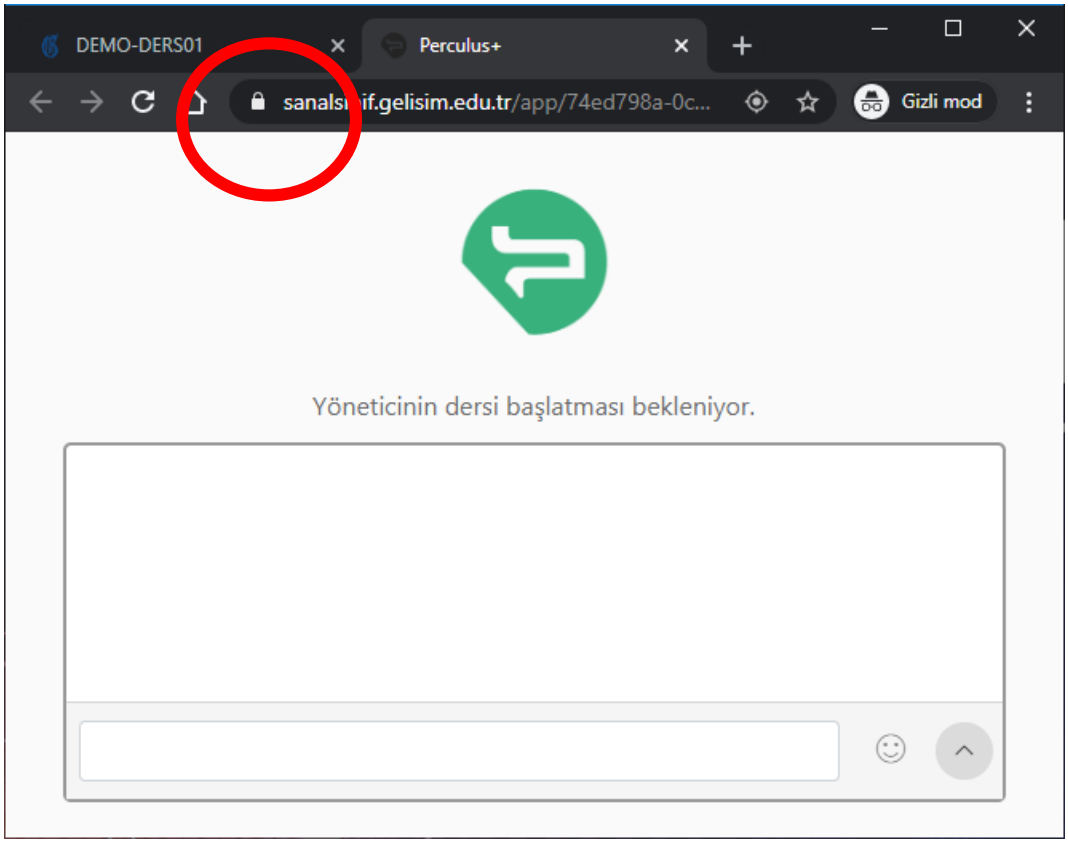


4. If the scheduled day and time for your lesson is shown, the virtual classroom activity on the page of your lesson will be active for you to participate and it will read "Started". You can join the virtual classroom by clicking on the activity.



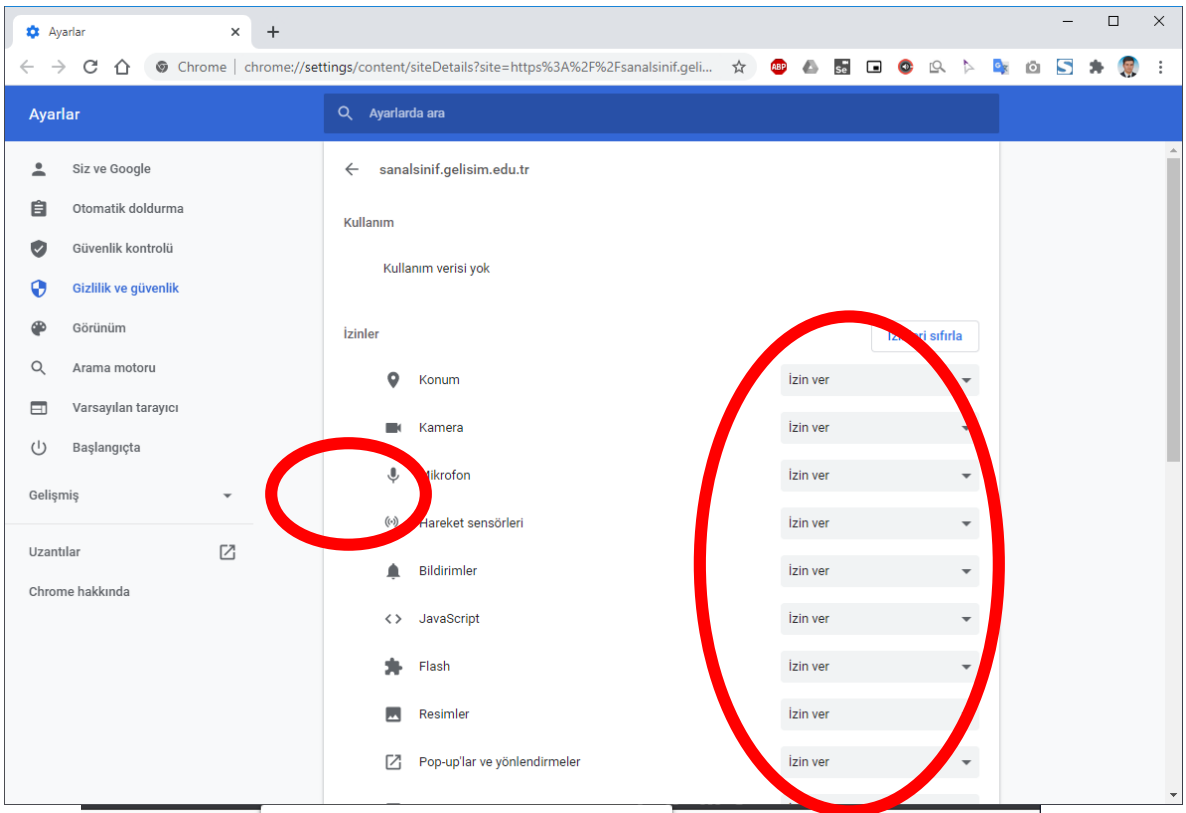
5. While entering the virtual classroom activity that has been activated in your lesson, if the lesson has not started yet, you will see a page like the one below. When the course starts, the course page opens automatically. You will need to approve some permissions in the Google Chrome browser. For these permissions, follow the steps below;

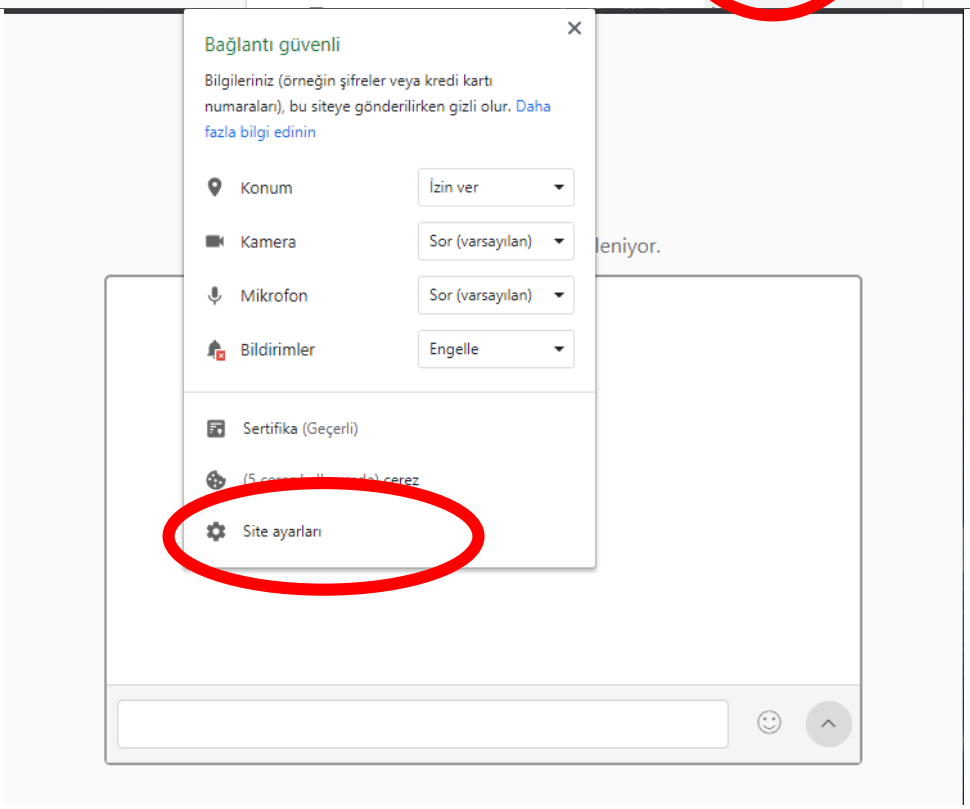
   a. Click the icon in the address bar (🔒) .



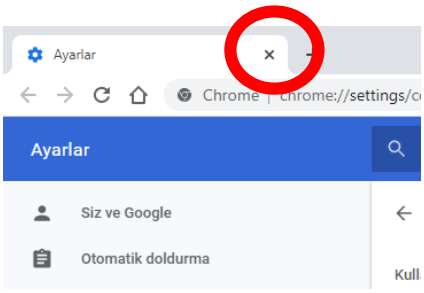
b. Go to the "**Site Settings**" page at the bottom of the opened options.

c. The permissions page for the web page sanalsinif.gelisim.edu.tr will open. From this page, you can view location, camera, microphone, notifications, etc. set all settings to "**Allow**".

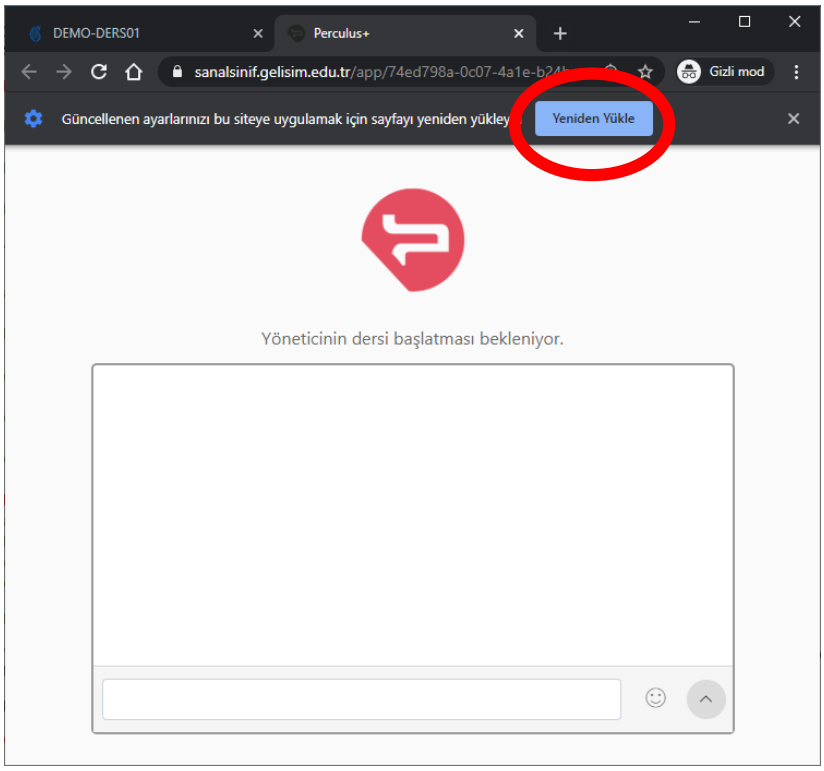




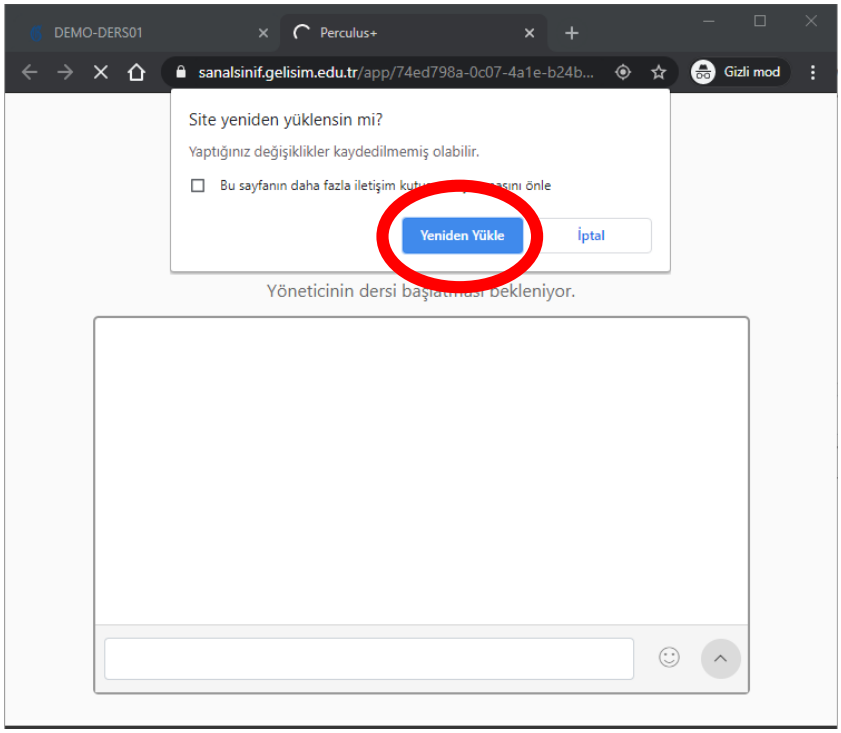
d. After making the settings, close the setting tab with the "X" icon next to the tab.



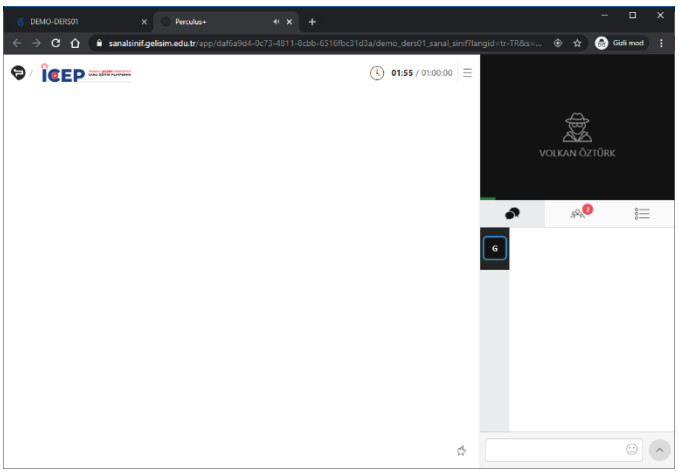
e. Click the "**Reload**" button at the top of the virtual classroom page.



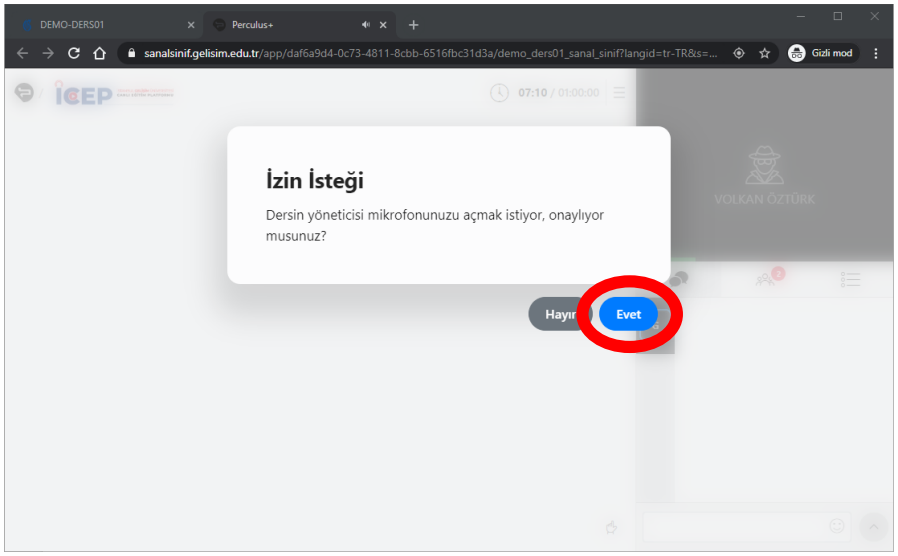
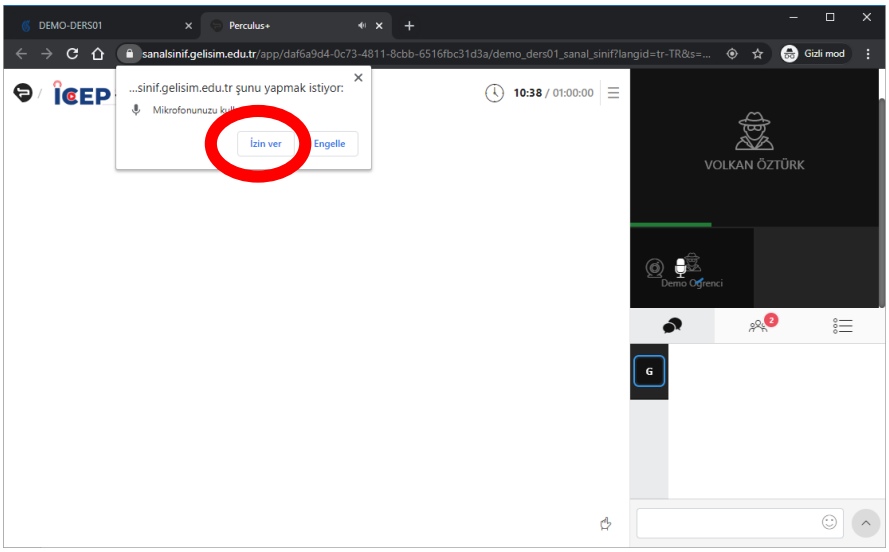
f. Confirm the action...



6. When the lesson starts, you will see a page like the one below. You can follow the lesson..



7. When you are given the right to speak in the lesson by the instructor, you must confirm the notification by clicking the "**Yes**" button to join the lesson with your microphone.



8. " You can join the lesson by clicking the "Allow" button.