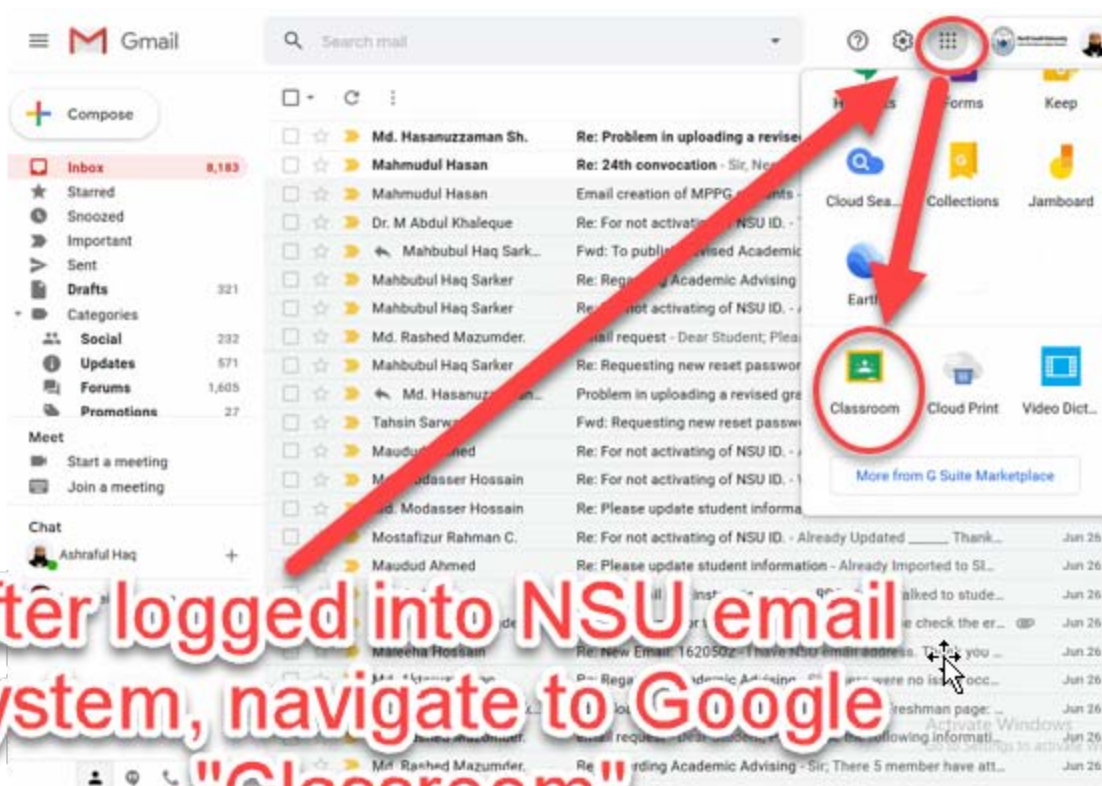


# Archive an existing class, create new one along with "Meet Link"



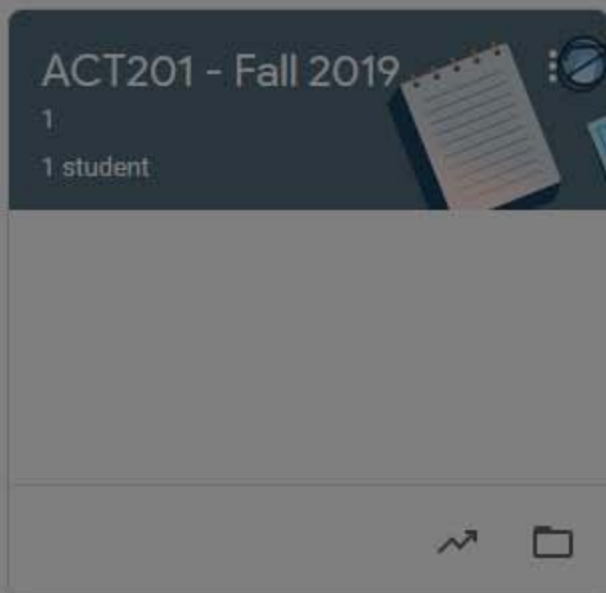
ACT201 - Fall 2019  
1  
1 student

- Edit
- Copy
- Archive

[Share Icon] [Folder Icon]

**This is an existing class and it needs to be archived so that new classroom can be created for Summer 2020**

ACT201 - Fall 2019  
1  
1 student



Class card for 'ACT201 - Fall 2019' showing 1 student. The card includes a notebook icon and a magnifying glass icon. At the bottom, there are icons for a line graph and a folder.

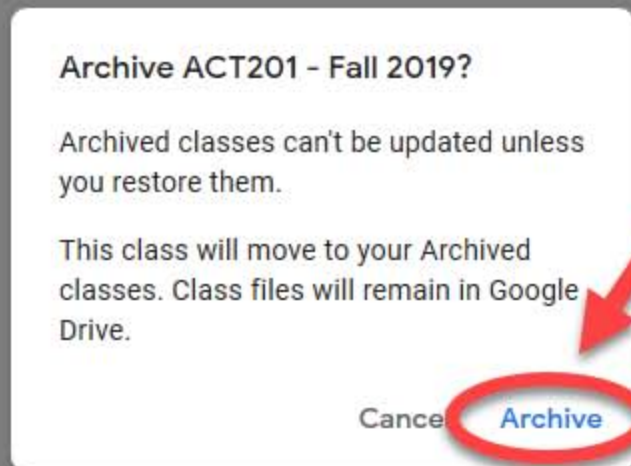
**Click on "Archive" link and this class will be archived accordingly**

Archive ACT201 - Fall 2019?

Archived classes can't be updated unless you restore them.

This class will move to your Archived classes. Class files will remain in Google Drive.

Cancel [Archive](#)



A white dialog box with rounded corners. It contains the title 'Archive ACT201 - Fall 2019?', a warning message, a confirmation message, and two buttons: 'Cancel' and 'Archive'. The 'Archive' button is highlighted with a red circle and a red arrow points to it from the text above.

Join class  
Create class

Create a new class from plus sign (+) click on "Create class" option

Archived class can be Restored through "Archive Class" and "Restore" option in order to view class related all history

No classes here!

All your classes have been archived.  
You can view them in "Archived classes" in the Classroom menu.



**Enter class name (along with semester) , section, subject and room and click on "Create" option**

**Create class**

Class name (required)  
Act201 (Summer 2020)

---

Section  
15

---

Subject  
Introduction to Financial Accounting

---

Room  
SAC 301

---

Cancel **Create**

NO CLASSES HERE!

All your classes have been archived.  
You can view them in "Archived classes" in the Classroom menu.

**Act201 (Summer 2020)**  
15

Class code **kqk3ont**

Meet link Generate Meet link

**Also please see the details of Classwork, People and Grades options**

**Google class (Act201 (Summer 2020) is created as requested**

**Now, faculty needs to send this class code (kqk3ont) to the students through SMS using RDS so that student can join into this class (Act201 (Summer 2020))**

Share something with your class

Communicate with your class here

- Create and schedule announcements
- Respond to student posts





# Act201 (Summer 2020)

15

Class code kqk3ont

Meet link **Generate Meet link**

Select theme  
Upload photo

**Upcoming**

No work due soon

[View all](#)

Share something with your class...

**In order to conduct online class faculty needs to click on "Generate Meet Link"**





# Act201 (Summer 2020)

15

Class code kqk3ont

Meet link [Generate Meet link](#)

**Click on "Generate Meet Link" again**



## Add Meet to your class

With Meet video meetings, you can connect with students for distance learning. You can manage Meet in your class settings.

[Generate Meet link](#)

Visible to students



[Learn more](#)

[Got it](#)

### Upcoming

No work due soon

[View all](#)



Respond to student posts







# Act201 (Summer 2020)

15

Class code kqk3ont

Meet link <https://meet.google.com/lookup/gbwegoh3nm>

Click on "Save" link

## Add Meet to your class

With Meet video meetings, you can connect with students for distance learning. You can manage Meet in your class settings.

<https://meet.google.com/lookup/gbwegoh3nm>

Copy

Visible to students



Learn more

Save

### Upcoming

No work due soon

View all

Respond to student posts

Select theme  
Upload photo



# Act201 (Summer 2020)

15

Class code kqk3ont

Meet link <https://meet.google.com/lookup/gbwegoh3nm>

Select theme Upload photo

https://meet.google.com/lookup/gbwegoh3nm



Upcoming

No work due soon

View all

Share so...

**Notice that meet link is created and each student will also see the same link in order to join online class as scheduled**

Communicat...

- Create and schedule announcements
- Respond to student posts