Google Classroom Parents Guide
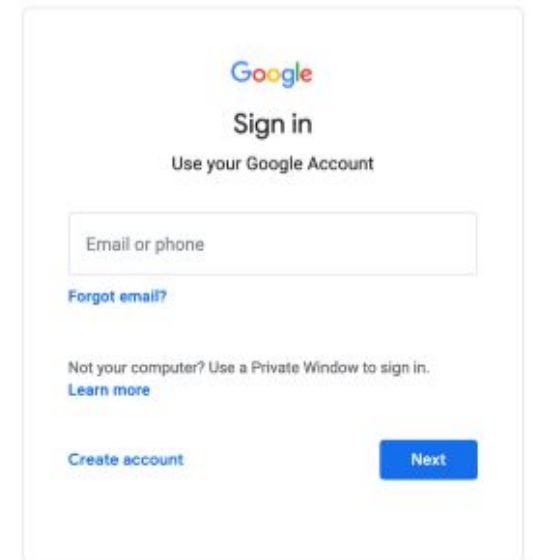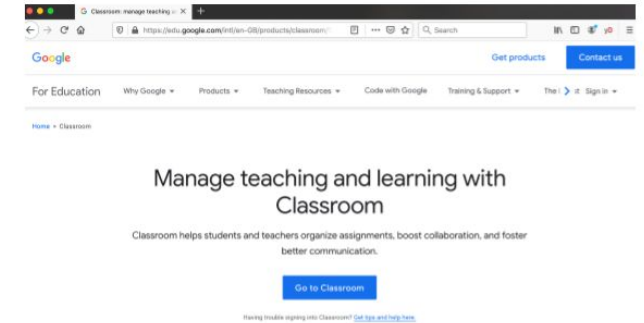
How to log in to Google Classroom and accept Invitations

- On your Laptop / Desktop / Mac / PC,

- Open your Internet Browser, e.g. Chrome, Edge, Firefox or Safari etc.

- Then go to classroom.google.com

- Type in your G suite login, e.g. example@molehillprimary.org.uk and password

If you don't know your G suite username, please contact the office.

- Please select "I'M A STUDENT".

Pick your role

I'm a student   I'm a teacher
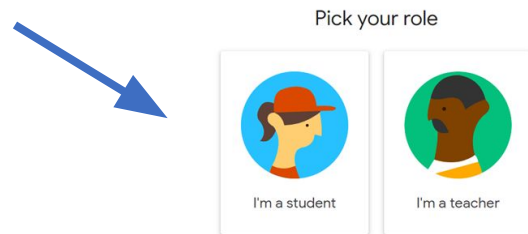
- You will find your classroom invitations.
  Please click on "Accept"

- Now you have access
to your Google Classroom.

Google for Education

How to use Google Classroom

- Click on the following video link which will take you through how to use google classroom.

https://www.youtube.com/watch?v=DMJt55A-DA0
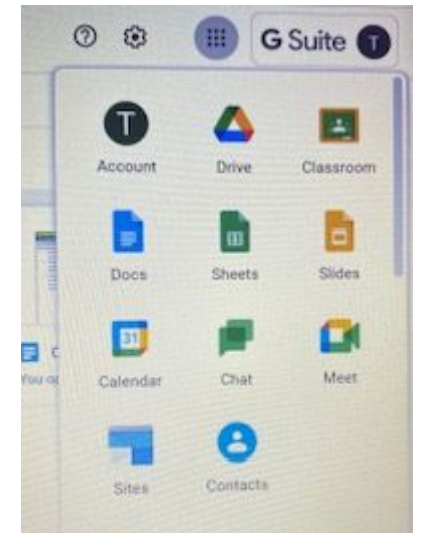
Google Classroom Stream Page

Kangaroo and Koala Class 23/24

| Stream | Classwork | People | Marks |

- The Stream page is an Interactive Hub

- Within Google Classroom, the Stream is a feed where everyone in the class can find announcements, notices and reminders. It will be the first thing the children see when they log in.

Post and Comment on Stream page

Ways students can post in Classroom stream page

- **Post**-information or a question on the class stream eg: when do we visit the museum?
- **Comment**-a response to a post or comment eg: We go next Friday
- **Reply-** a response to a comment that mentions the person who made the comment. eg: +commenter's name Thanks

This is for classwork discussion only not to be used to chat room amongst friends.

Classwork page

The Classwork tab allows you to view all pieces of work that have been added to the classroom.
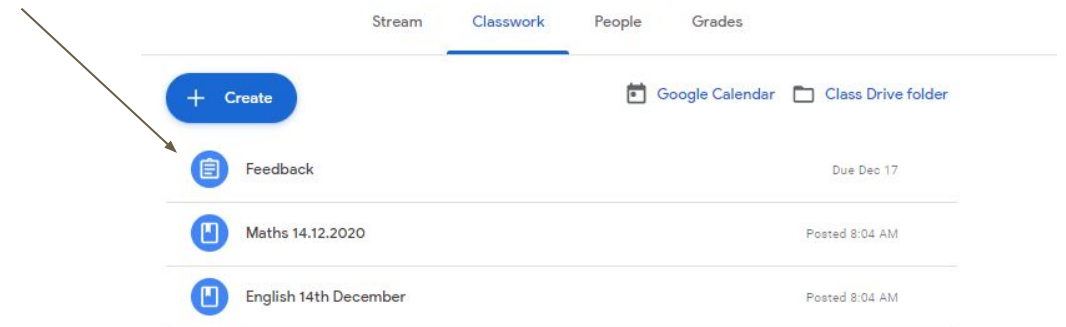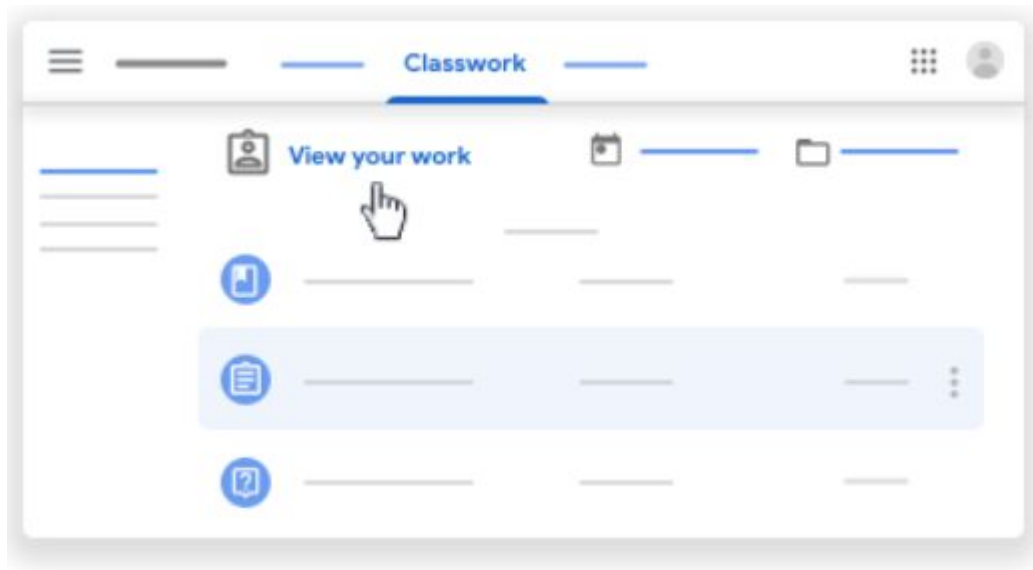
Turning in Assignments

You can attach one or more files to your work. You can also open new files in Google Docs, Slides, Sheets, and Drawings, work in them, and then attach them to your assignment. However, you can't attach a file that you don't own.

1. Go to classroom.google.com.
2. Click the class>Classwork.
3. Click the assignment>View assignment.
4. To attach an item:
   - Under Your work, click Add or create>select Google Drive , Link , or File .

Select the attachment or enter the URL for a link and click Add

It is very important that the children click HAND IN button when they have completed the assignment. If they do not do this, the teachers will not be aware that they have completed ther work.
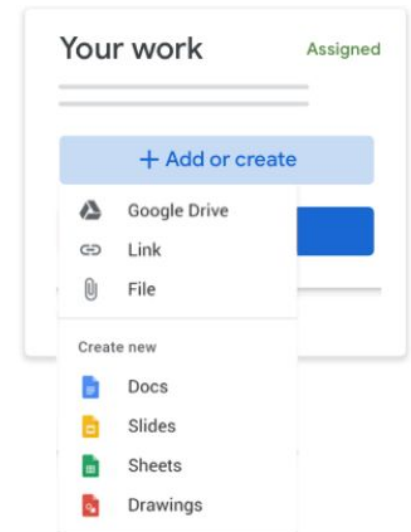
Attaching a new document

To attach a new document:

1. Under Your work, click Add or create>Docs , Slides , Sheets , or Drawings
   >A new file attaches to your work and opens.
2. Click the file and enter your information.
   - (Optional) To remove an attachment, next to the attachment name, click Remove .
   - (Optional) To add a private comment to your teacher, under Private comments, enter your comment and click Post .
1. Click Turn In and confirm.
   The status of the assignment changes to Turned in.