

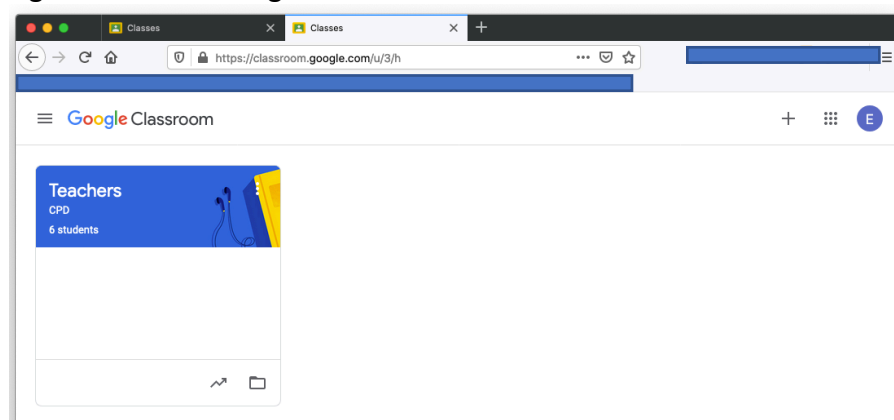
How to use Google Classroom:

### **How do I access Google Classroom?**

#### **On a computer or laptop:**

Go to [classroom.google.com](https://classroom.google.com)

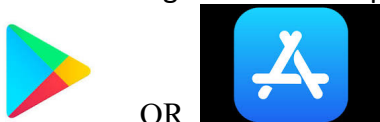
Children will be prompted to sign in with their google account. This is their LGFL login that they have received with the addition of @stmarys.islington.sch.uk afterwards. Children will sign in with these logins.



Classrooms should be available for children to access.

#### **On Tablet or Phone:**

There is a Google Classroom App available from the app store or google play store.



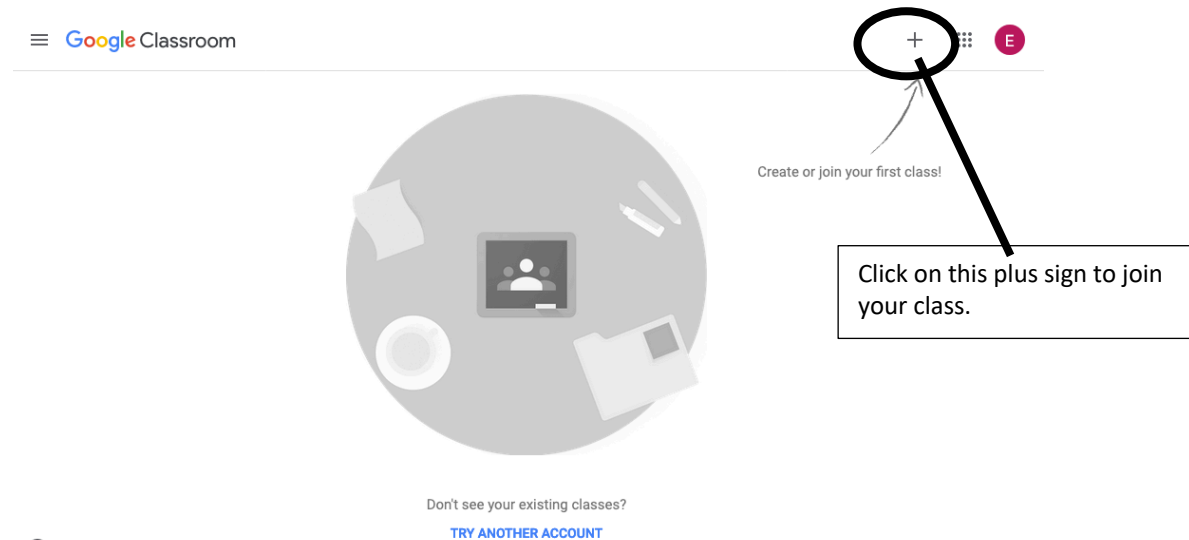
Search for the app Google Classroom.



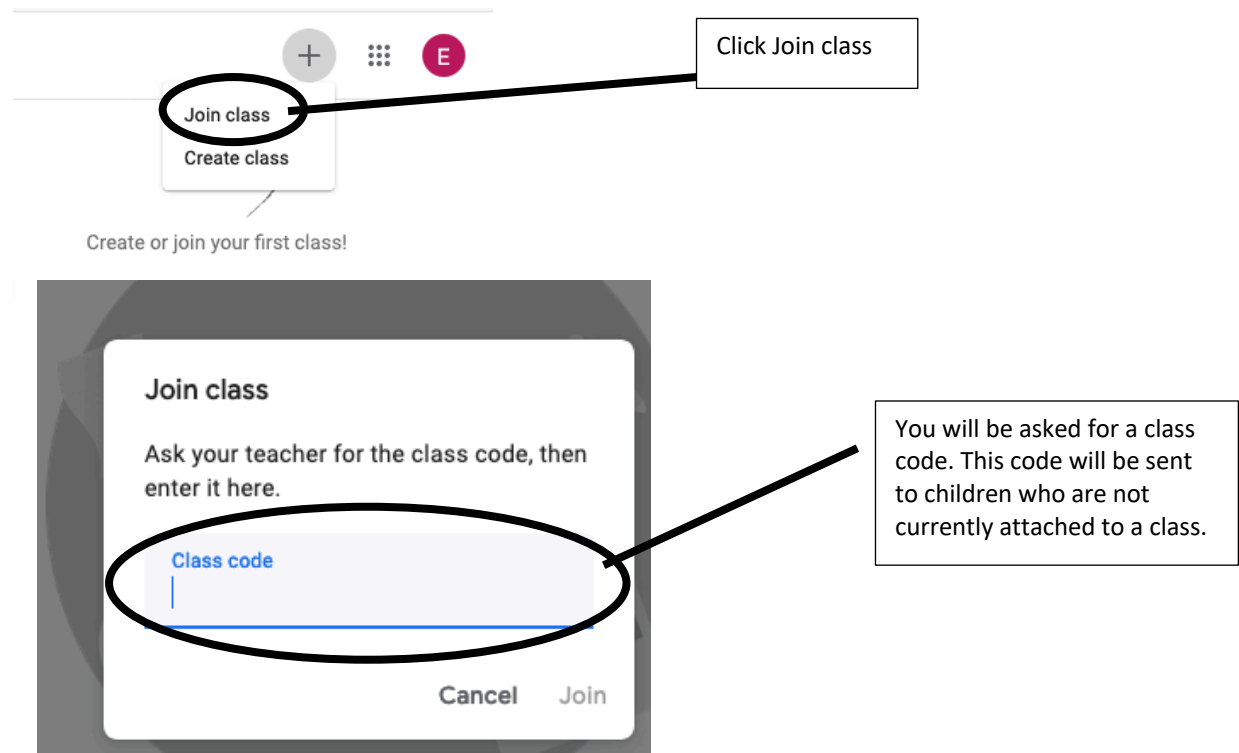
When you access the app students will be prompted to sign in. They will need to use their LGFL login that they received, with the addition of the @stmarys.islington.sch.uk afterwards. Once children have signed in they will have access to their classroom.

## What do I do if my child logs in and they aren't connected to their classroom?

A text would have been sent out to families with children's class codes specifically to children who are not currently attached to their classrooms. When your child goes onto the app or website and logs in, they will be met with this screen (or something similar):



After clicking on the plus symbol:



## What do I do when I am in Google Classroom?

This section is where new assignments will appear, as well as any messages from your class teacher.

This section is where the children can access their classwork in a more organised fashion. There are more details below:

People and Grades we will not be using at this time, it is mainly to see the members of the class.

≡ Year 6

Stream

Classwork

People

Grades

Year 6

This is the stream where the teacher's announcements will appear.

Subject General Studies



Eric Cota  
Mar 20

On monday our first assignment will be posted, I will follow suit every monday after that. Each task works like a big write.

≡ Year 6

Stream

Classwork

People

Grades



Google Calendar



Class Drive folder



Environmental Big Write



18/03/20



Logo Man Story



How did you find your SPAG test?



What is your favourite colour? 11

Draft

Posted Mar 18

Draft

This will have the title of the activity. Children can click on these to complete assignments.

Assignment date, it will also say when the assignment is due.

Due Feb 29, 6:59 PM

## How do I submit my work?

This section has all the information from your class teacher about the assignment. This will sometimes have images to view or files to open.

To complete their work, children will need to click on + Add or Create to get a drop-down menu.

On the document I'm going to show you, I want you to tell me:

- 1) your favourite food
- 2) your favourite subject in school
- 3) what you want to be when you grow up.

Class comments

If students are confused they can message their teacher about the assignment. More information on this later on.

Private comments

Add private comment...

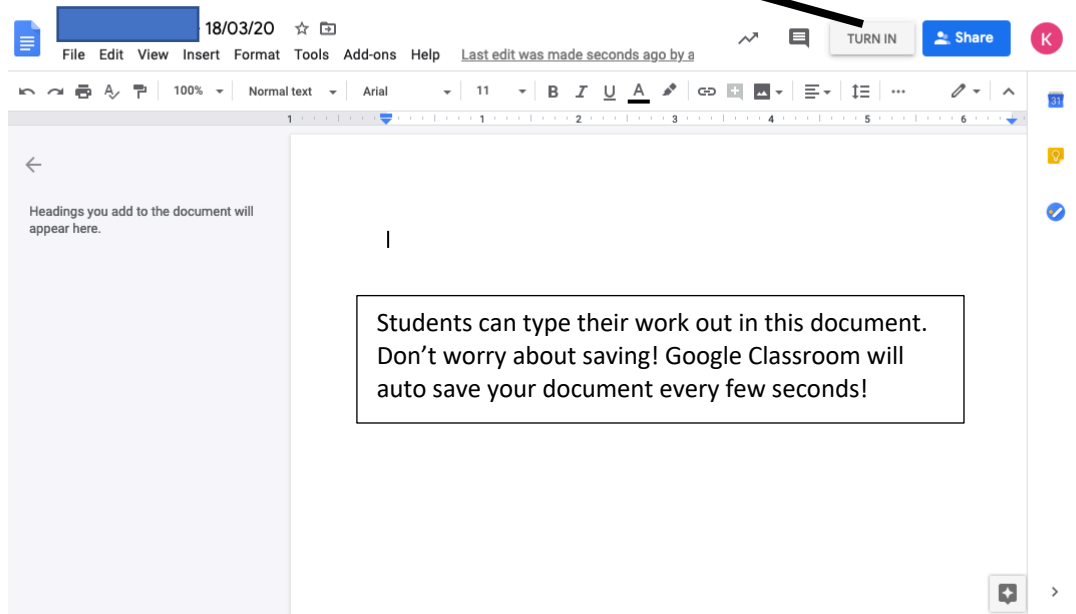
From this drop-down menu children can create a file to submit their work, this includes:

- Docs – for submitting written work (used primarily for writing tasks)
- Slides – for submitting a powerpoint style presentation (can be used for topic assignments)
- Drawings – for submitting a drawing (can be used for art or topic)
- Sheets we **will not** be using.

After choosing the file type students will need to click on their file to complete their work, they can submit multiple documents if they would like by hitting + Add or create again.

Turn in

When students are finished their work, they can then press the TURN IN button, this will allow them to submit their work! Done!



Students can type their work out in this document. Don't worry about saving! Google Classroom will auto save your document every few seconds!

Still confused? Here's a great video:

<https://www.youtube.com/watch?v=xfgqtCi7hdo>

Mr. Cota