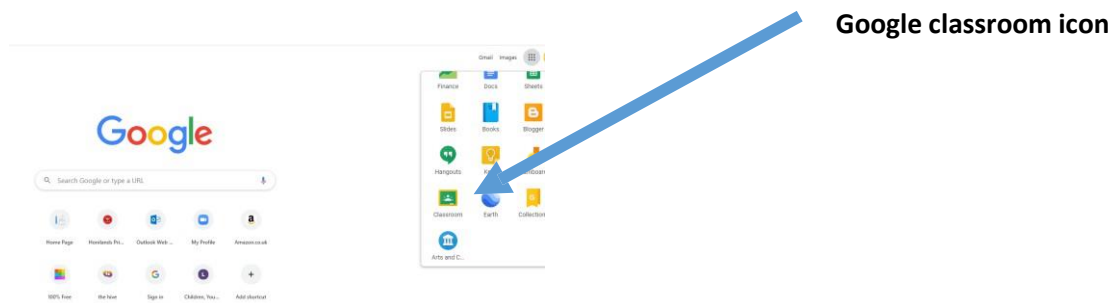




Google Classroom How to log on

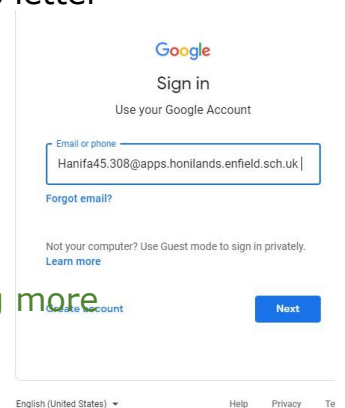
1. Open Google Chrome and go to classroom.google.com and sign in.

Or use the go to google.com and select google classrooms from the Google Apps button



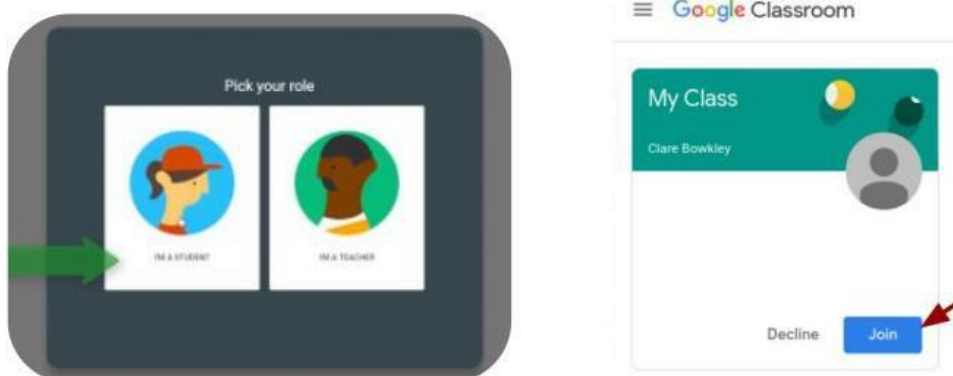
2. Sign in using your username and password – attached to this letter e.g Hanifa45.308.

The second part is @apps.honilands.enfield.sch.uk
So Hanifa's would be:
Hanifa45.308@gapps.stjohnandjames.enfield.sch.uk



The password is also attached but can be changed to something more memorable.

3. Join a class by clicking on the student icon and then join your class



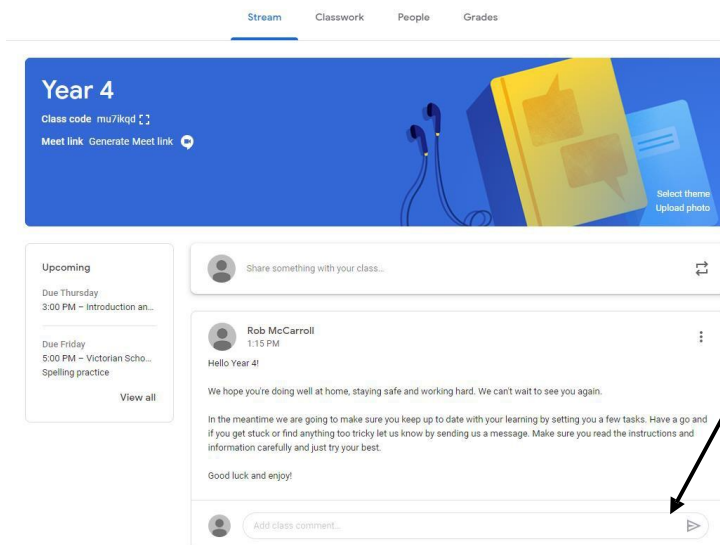
4. View the work you have been set using the 'classwork' tab.



5. When you have clicked on classwork, your 'assignments' will be listed below. Click on the assignment or learning materials you wish to look at.



Stream

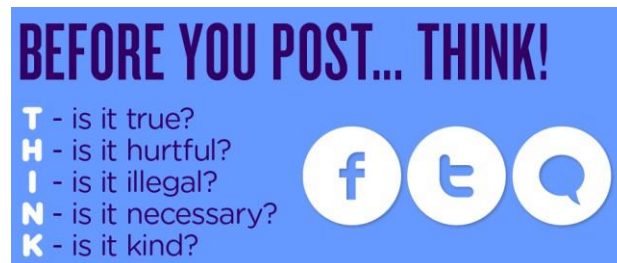


On the 'Stream' page of your Google Classroom you can communicate with your teacher.

You can type out questions and discuss your learning.

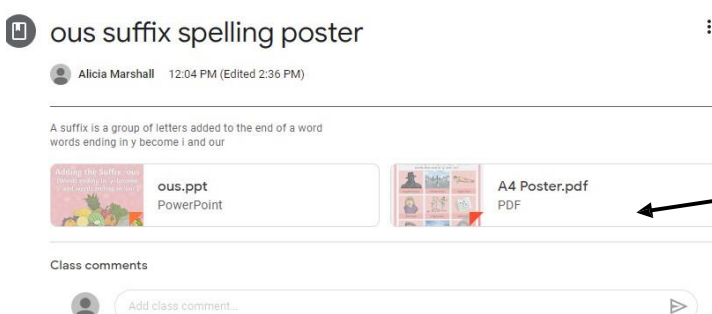
Everyone in the class will be able to see this.

Please type in full sentences NOT text speak.



Completing Assignments

When you click on your classroom and select the classwork tab, you will see what assignments you have been set.



Once you have clicked on your assignment, you might see google Slides, Docs or Forms listed below.

Your teacher will write the instructions you need and what the different documents are for.

You may be assigned class tasks, which all class members can access and collaborate on, or independent tasks just for you to complete.

The screenshot shows an assignment titled "Lesson 1 Maths Interior angles of triangles" due on June 15. It was posted at 8:02 AM. The assignment description says: "Hi guys, have a look through the PowerPoint for your first maths lesson. Its quite simple to start with. Remember, the interior (inside) angles of all triangles add up to 180 degrees. Your activities to complete are listed on the slides. Either do them on a piece of paper, take a photo and upload, or type up your answers on a word document and then upload. Remember to number each question! Can't wait to see your work!!!". There are 0 items turned in and 0 assigned. A PowerPoint attachment titled "Lesson 1 Angles of triangl... PowerPoint" is visible. At the bottom, there is a "View assignment" link.

Submitting Assignments

Once you have clicked classwork and your assignment, there are different options you can choose to complete it.

You can do this online by selecting the document created by your teacher or you can complete the work in an exercise book or on paper.

If you do complete your work online, your teacher will be able to view this and monitor your progress. You will also be able to ask them questions and discuss the work on Google Classroom. If you have completed the work in your exercise book/notepad, you can mark the work as done online and leave a comment to tell your teacher.

Quizzes and Forms will need to be completed online.

The collage includes three screenshots: 1) A "Your work" tab in Google Classroom with a "Turn in" button highlighted. 2) A Google Docs interface for "009 Notes - Alice Aichele" with a "Turn in" button highlighted in the top right corner. 3) A "Turn in your work?" dialog box with a "Turn in" button highlighted. Text annotations explain: "You can use the 'Your work' tab or find 'turn in' at the top of your document." and "If you want to make changes you can also 'Unsubmit' your work and 'resubmit' on the 'Your work' tab. You must resubmit for your teacher to see the changes you have made."

When you have finished your work and you are ready to share it with your teacher, you will need to turn it in. Select 'Turn in' and confirm - your teacher can now see it. This can only be done if it is an individual task so do not worry if you cannot see it.