



# Parent and Student Guide to Google Classroom

Connected Learning @ Preston Lodge High School

## What is Google Classroom?

Many pupils will be encouraged to use Google Classroom as a resource to assist them both in the classroom and at home. Teachers can use Google Classroom to send announcements to entire classes, share resources, course notes, PowerPoints, diagrams, and homework. Pupils can use it to access work covered in class in school at home or on the go and complete homework. Parents can use some of the features of Google Classroom to help engage with and support pupils in their home study. It is a free resource that can be accessed from any device connected to the internet - laptops, desktop computers, chromebooks, tablets or mobile phones.

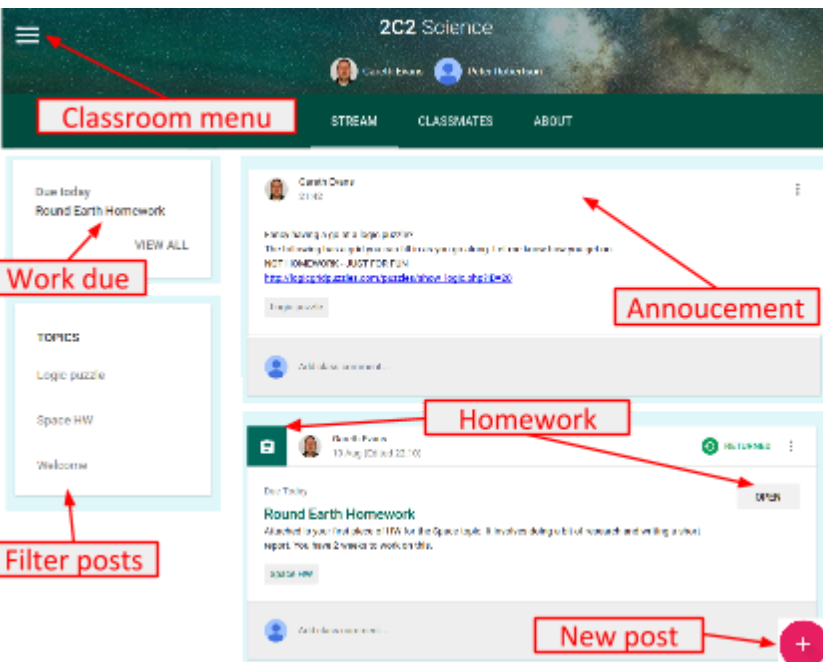
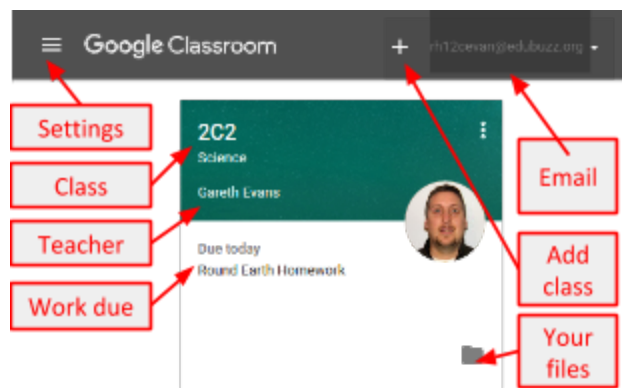
We would highly encourage pupils to demonstrate the following features of Google Classroom to their parents/carers.

## Accessing Google Classroom

Pupils can access Google Classroom using the mobile apps (Android and iOS), or via a web browser by visiting <http://classroom.google.com>

They should sign in using their Edubuzz email address.

Once pupils have logged in, they will see the class overview page. From here they can see all of the classes they are registered with, a summary of any work due and add new classes (requires a class code from their teacher). Clicking on a class will open that Classroom.



The classroom overview page will show any class announcements, assignments (homework) or posts. The three main views available are:

**Stream** shows a list of posts made to the classroom by teachers and pupils. This includes announcements, questions and homework/assignments.

**Classmates** allows users to communicate directly with each other.

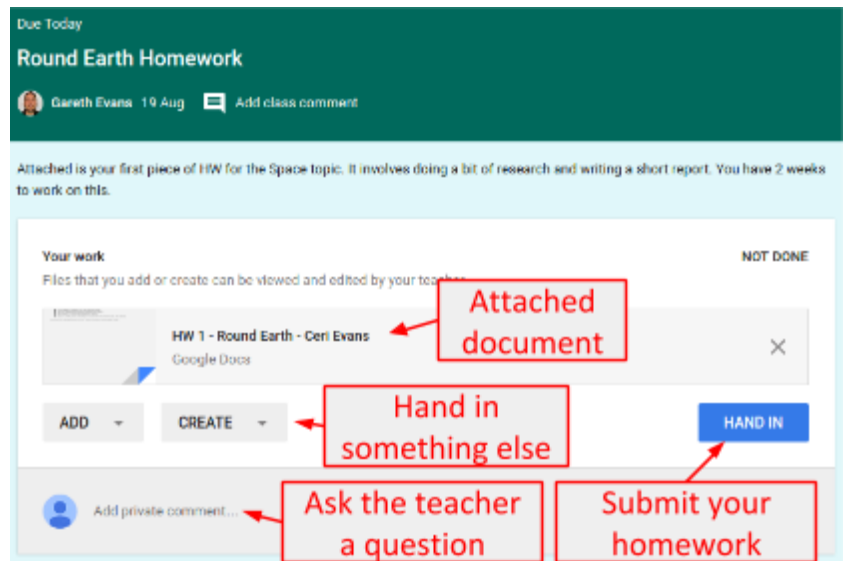
**About** gives an overview of the Classroom and is often where teachers share whole course resources.

## Accessing resources

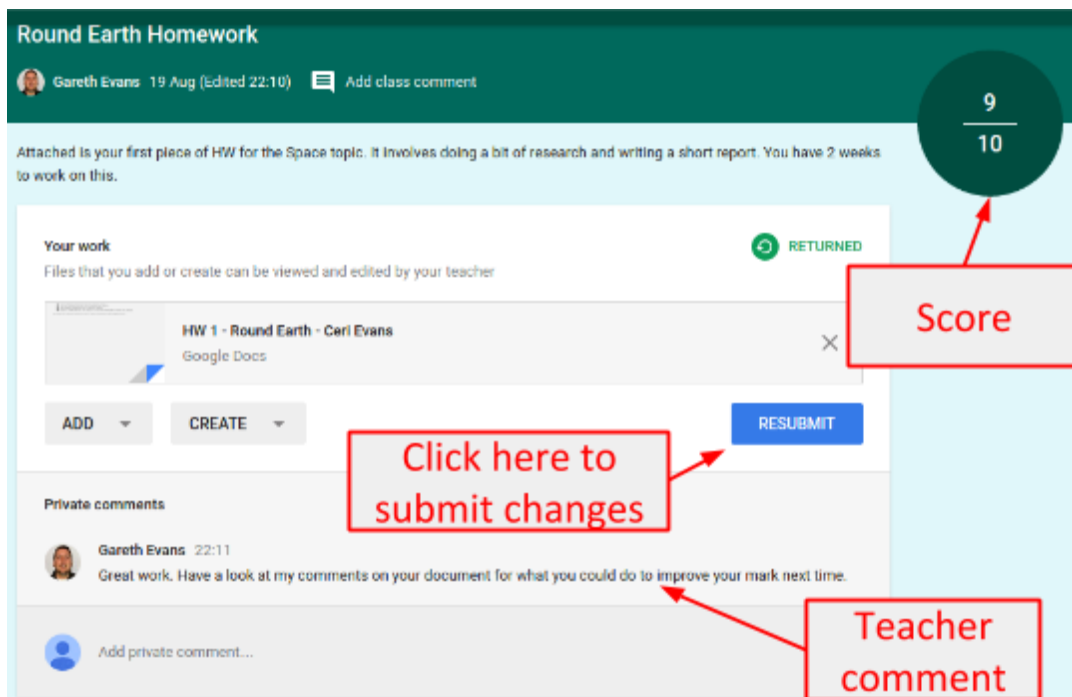
If pupils are accessing Google classroom from a mobile device, they should download the appropriate Google Apps to make best use of the shared resources. The most useful Google apps are: **Classroom**, **Calendar**, **Docs**, and **Drive**. If pupils set up a Google account on their mobile device, their homework due dates, reminders and announcements will all be available directly in their calendar and email.

## Submitting homework online

When homework is set online, it can be submitted directly within Google Classroom. To open the homework, click on the **Open** button on the appropriate post in the **Stream** page. You will then see the homework description and any attached documents. The simplest way to complete the homework online is to open the attachment and complete your homework in this document. When you are finished, click on the **HAND IN** button.



Alternatively the work can be completed in jotters and handed in physically. You can even add your own attachments to your submission, such as photos, audio clips, videos, etc.



Once your homework has been marked by the teacher, you can see your score and any comments made by the teacher by opening the homework task as before.

Over the next few weeks we will be looking at involving parents/carers more directly with Google Classroom - stay tuned!

You can find out more about Google Classroom at <https://support.google.com/edu/classroom/>

If you have any further questions about Google Classroom, please contact me at the following address:

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