



**Part 1:**

***Introduction to Google  
For Education***





# What is Google Classroom?

[Click below to watch video.](#)



# Google for Education

## Google Apps explained.



Google Apps mail is Gmail under your school domain.



Google Drive allows you to store files and create Google Docs



Apps chooser is located in upper right of Gmail and Drive



Access Google Drive through the Apps chooser or <http://drive.google.com>

NEW

### Google Docs

In Google Drive create cloud based text documents, spreadsheets, presentations, drawings and forms to gather data.



### Blue Share Button

By default your documents are private. Click on the blue share button to change sharing permissions. Share with specific people or give generic viewing permissions.

### No Save Button

Your Google Docs save automatically.

### Concurrent Editing

By sharing documents with collaborators you are able to type on the same document at the same time.



# Part 2:

# *Getting Started.*



# Google for Education



google



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[Settings](#) [Tools](#)

About 9,940,000,000 results (0.69 seconds)

www.google.co.uk ▾

## Google

Search the world's information, including webpages, images, videos and more. **Google** has many special features to help you find exactly what you're looking ...

### Map

Find local businesses, view maps and get driving directions in ...

[More results from google.co.uk »](#)

marketingplatform.google.com > about ▾

## Unified Advertising and Analytics - Google Marketing Platform

Introducing **Google** Marketing Platform, a unified marketing and analytics platform for smarter marketing measurement and better results.



Google Classroom

**Step 1:** Search for Google in your Browser.

**Step 2:** Sign in with your school account here.



Sign in

Safe Search on



Google

Technology company



Google, LLC is an American multinational technology company that specializes in Internet-related services and products, which include online advertising technologies, a search engine, cloud computing, software, and hardware. [Wikipedia](#)

**CEO:** Sundar Pichai (2 Oct 2015–) [Trending](#)

**Founded:** 4 September 1998, Menlo Park, California, [United States](#)

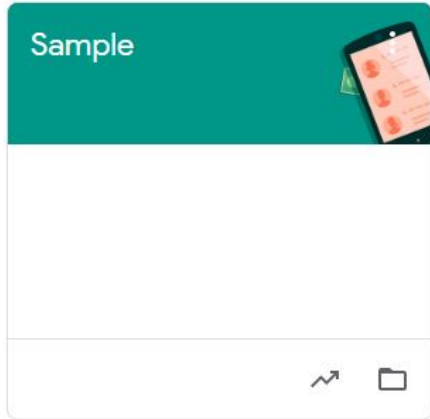
# Google for Education



Step 3: Enrol in a 'Classroom'

☰ Google Classroom

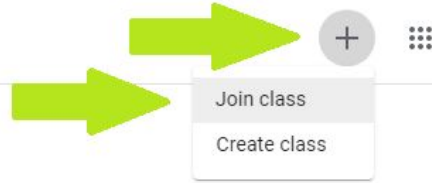
☑ To do   📁 To review   📅 Calendar



Step 5: Enter the Class Code supplied by your teacher.



Google Classroom



Step 4: Click on the + to join a Class.

You're currently signed in

[Switch account](#)

Class code

Ask your teacher for the class code, then enter it here.

Class code

To sign in with a class code

- Use an authorised account
- Use a class code with 5-7 letters or numbers, and no spaces or symbols

If you have trouble joining the class, go to the [Help Centre article](#)



# Features:

***'Stream,***

***Classwork,***

***People'.***







Any work or tasks posted for the children will appear on the **STREAM**.

Here pupils can communicate by posting comments and interacting with each other and the teacher.



☰ Sample

Stream

Classwork

People

Marks



## Sample

Class code 5s5sbo

Meet link Generate Meet link



Select theme  
Upload photo

### Upcoming

No work due in soon

View all



Share something with your class...



### Communicate with your class here

- Create and schedule announcements
- Respond to student posts

Step 6: Check for upcoming assignments and messages from your teacher.





The classwork tab allows you to view all pieces of work that have been added to the classroom.

Step 7: The Classwork tab will show current assignments including due dates.

Navigation: Sample Stream **Classwork** People Marks

Options: Meet Class Drive folder

|  |                      |               |
|--|----------------------|---------------|
|  | Monday general work. | Posted 18 Jun |
|  | Mondays Maths work   | Posted 18 Jun |
|  | Maths                | Posted 17 Jun |

Click on a piece of work to view the assignment.





The **People** tab shows who are enrolled in your class.

Here your teacher can 'mute' pupil actions or 'remove' pupils from the class if digital rules and policies are broken.

Step 8: The People tab gives an overview of teachers and pupils.

☰ Sample

Stream

Classwork

**People**

Marks

Teachers

Students





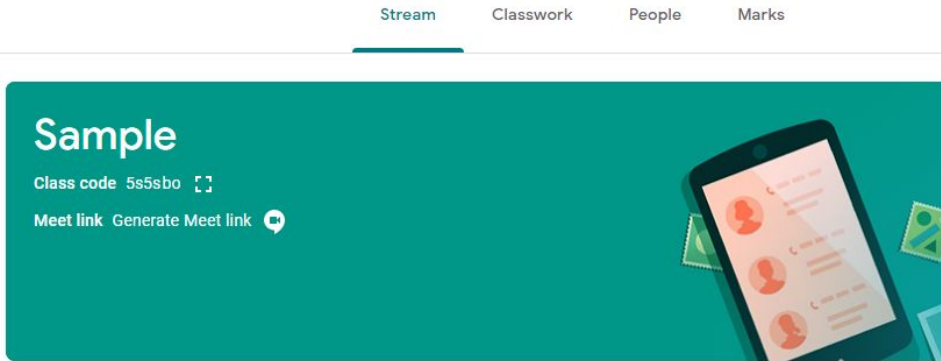
# Lesson 5:

# *Using Google Classroom.*





## Using your **Google Classroom**.



- Enrol as a pupil.
- Follow Do's and Don'ts (Acceptable User Policy - your teachers rules).
- Use Google Classroom on a Desktop, Laptop, and Mobile device.
- When posting comments on the **stream** remember that your teachers rules apply.
- Using **Classwork** - look for assignments, tasks, challenges, quizzes and resources for learning.



*Enjoy using  
Google Classroom.*

