



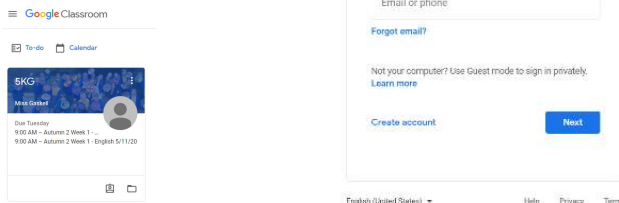
## Parent's Guide to Google Classroom:

All of these screen shots have been taken from the laptop/PC version of Google Classroom. Please be aware that it will look slightly different on an iPad/tablet.

Please note, if you are using an iPad/tablet you will need to download the appropriate apps e.g. Google Docs  and Google Slides . You will need to sign into these apps using your child's login and password in order to edit the work.

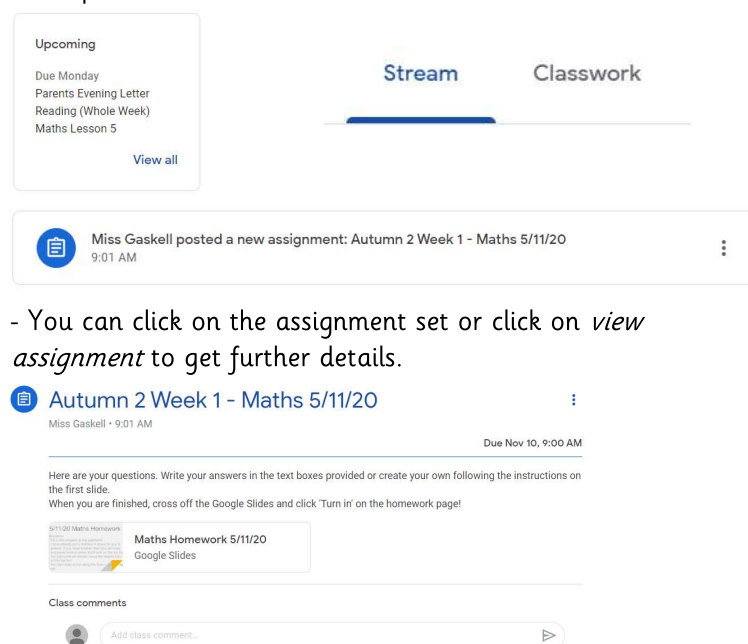
How to log in:

- Your child's email address username and password is on a sticker inside the front cover of their reading diary.
- You will need to type 'Google Classroom Login' into the Google Search bar, or go to <https://classroom.google.com/>
- Here you will insert the email address and password.
- Once logged in, you will see your child's class to click on.



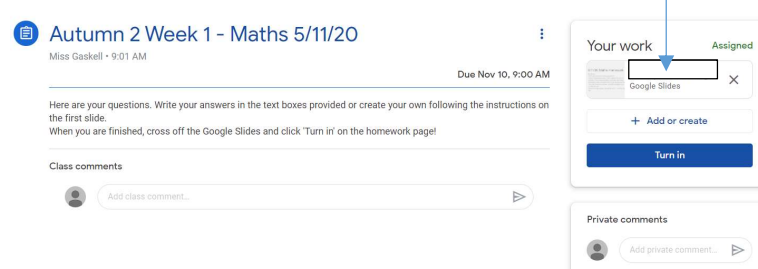
How to see work/homework:

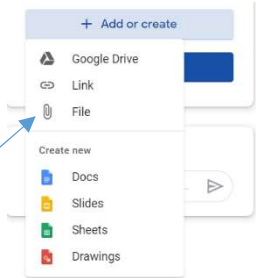
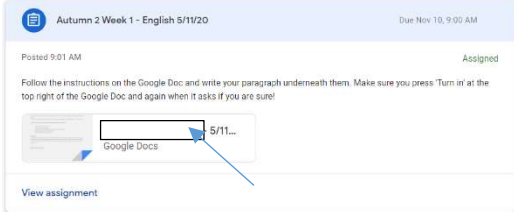

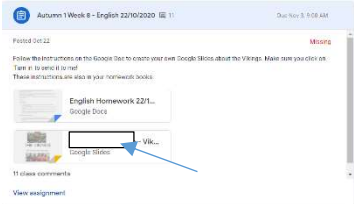
- Your child's work can be found in 3 places, on the left side in the *upcoming* box, on the *Stream* and on the *Classwork* tab at the top.



How to complete work (general):

- If your child's class teacher has set a worksheet or task for your child to fill in, they will have been given a copy. This document's title will start with their name.



	<p>- At other times, your child's class teacher might set instructions for an activity for you to do at home, or they might ask you to upload a photo or video of you doing this.</p> <p>- Click <i>+ Add or Create</i>, select <i>File</i> and select the photo/video from either your tablet, phone or computer files. You can also select a new document here for you to insert your child's response on if necessary.</p> 
<p>How to complete work (Google Doc):</p>	<p>- Click on the blue document which title starts with your child's name to open the Google Doc.</p> <p>- This software is very similar to Microsoft Word. Type the response and click <i>Turn In</i> at the top right of the screen.</p>  <p>- Once you have pressed <i>Turn In</i> you will be taken back to the original homework screen. You will be asked if you are sure you would like to turn in the work, you need to click this again. Your response will now be sent to your child's class teacher and marked as done.</p> 
<p>How to complete work (Google Slides):</p>	<p>- Click on the orange document which title starts with your child's name to open the Google Slides.</p> <p>- This software is very similar to Microsoft PowerPoint. Type the response and once you are finished, close the tab. Google automatically saves your changes.</p>  <p>- You will then be taken back to the original homework page. You will need to click <i>Turn In</i> twice to send your response to the child's class teacher and it will be marked as done.</p> 