



The Parents' Guide to Google Classroom

What is Google Classroom?

Think of Google Classroom (GC) as your child's digital link to learning.

Teachers use GC to share assignments, homework, newsletters, and much more with students AND parents!



Getting Started



Your child has been provided with a secure login and password that is unique to them.

Getting Started



1

Click on the
[Google Chrome](#)
browser icon.

Getting Started



2

Type www.google.co.uk
into your web
address bar.

Getting Started



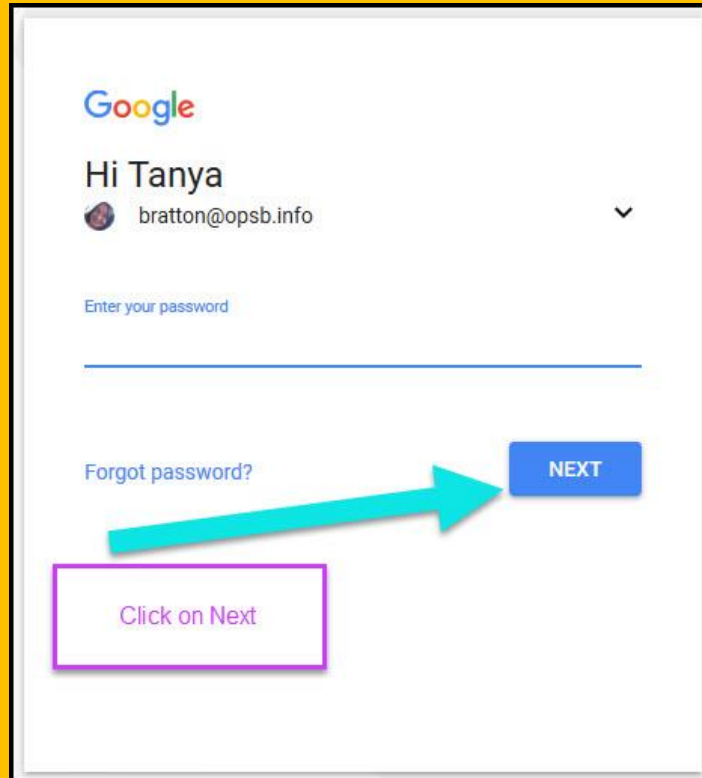
3

Click on **SIGN IN** in the upper right hand corner of the browser window.

Getting Started

4

Type in your child's **Google username**
(firstname.lastname@hillesleyprimary.com)
& click **"next."**



Google

Hi Tanya

bratton@opsb.info

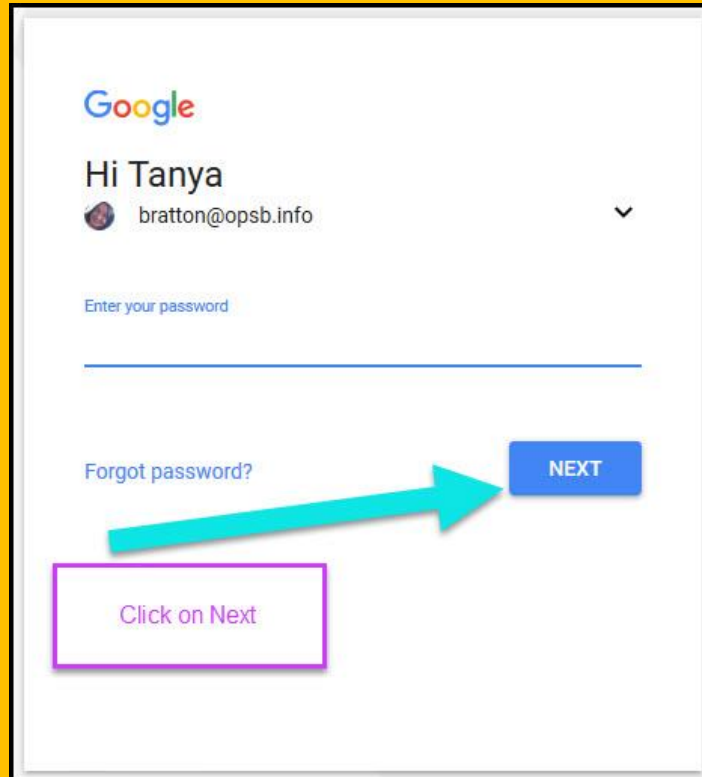
Enter your password

Forgot password?

NEXT

Click on Next

Getting Started



A screenshot of a Google account login interface. At the top is the Google logo. Below it, the text 'Hi Tanya' is displayed next to a small profile picture and the email address 'bratton@opsb.info'. A dropdown arrow is to the right of the email. Below this is a password entry field with the placeholder text 'Enter your password'. Underneath the field is a link that says 'Forgot password?'. To the right of the password field is a blue button labeled 'NEXT'. A large cyan arrow points from a purple-bordered box containing the text 'Click on Next' to the 'NEXT' button.

5

Type in your child's
PASSWORD
& click "next."

Mail Images



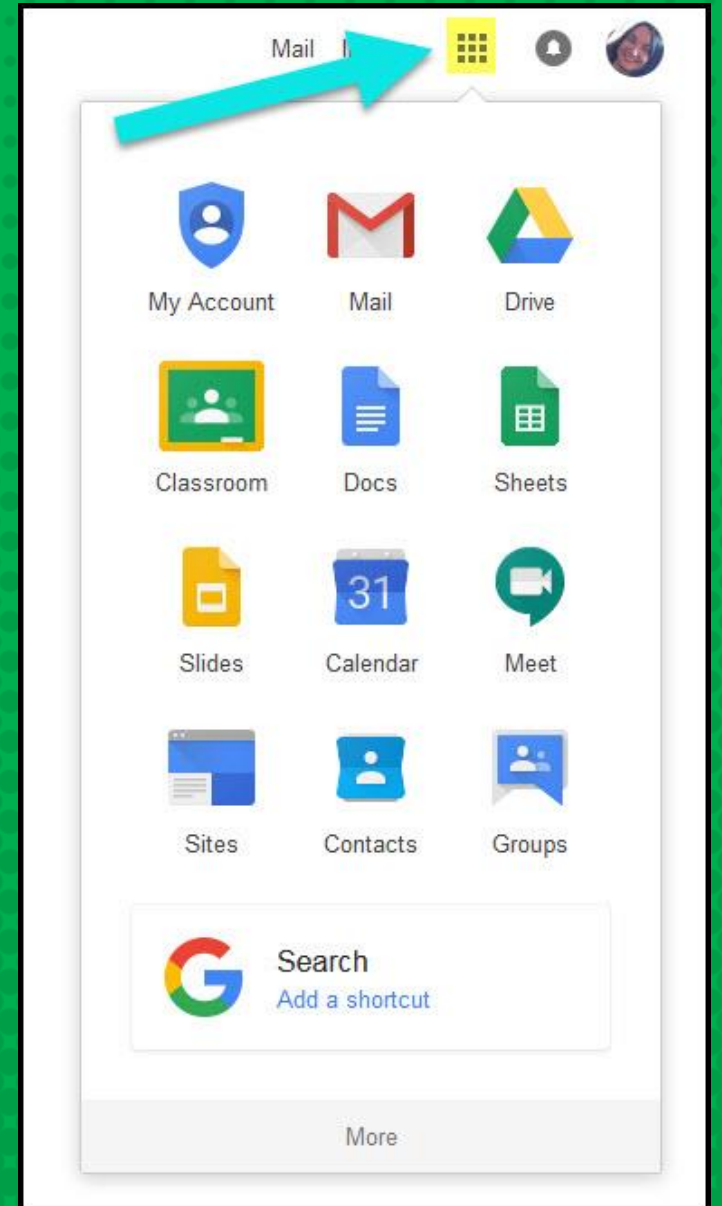
Google Account email:
firstnamelastname@hillesleyprimary.com

NOW YOU'LL SEE

that you are signed in to
your Google Apps for
Education account!

GOOGLE SUITE

Click on the 9 squares
(Waffle/Rubik's Cube) icon in the
top right hand corner to see
the Google Suite of Products!



GOOGLE ICONS TO RECOGNIZE:



CHROME



DOCS



DRIVE



SLIDES



SHEETS



FORMS



CALENDAR



CLASSROOM



MEET



MY ACCOUNT



CONTACTS

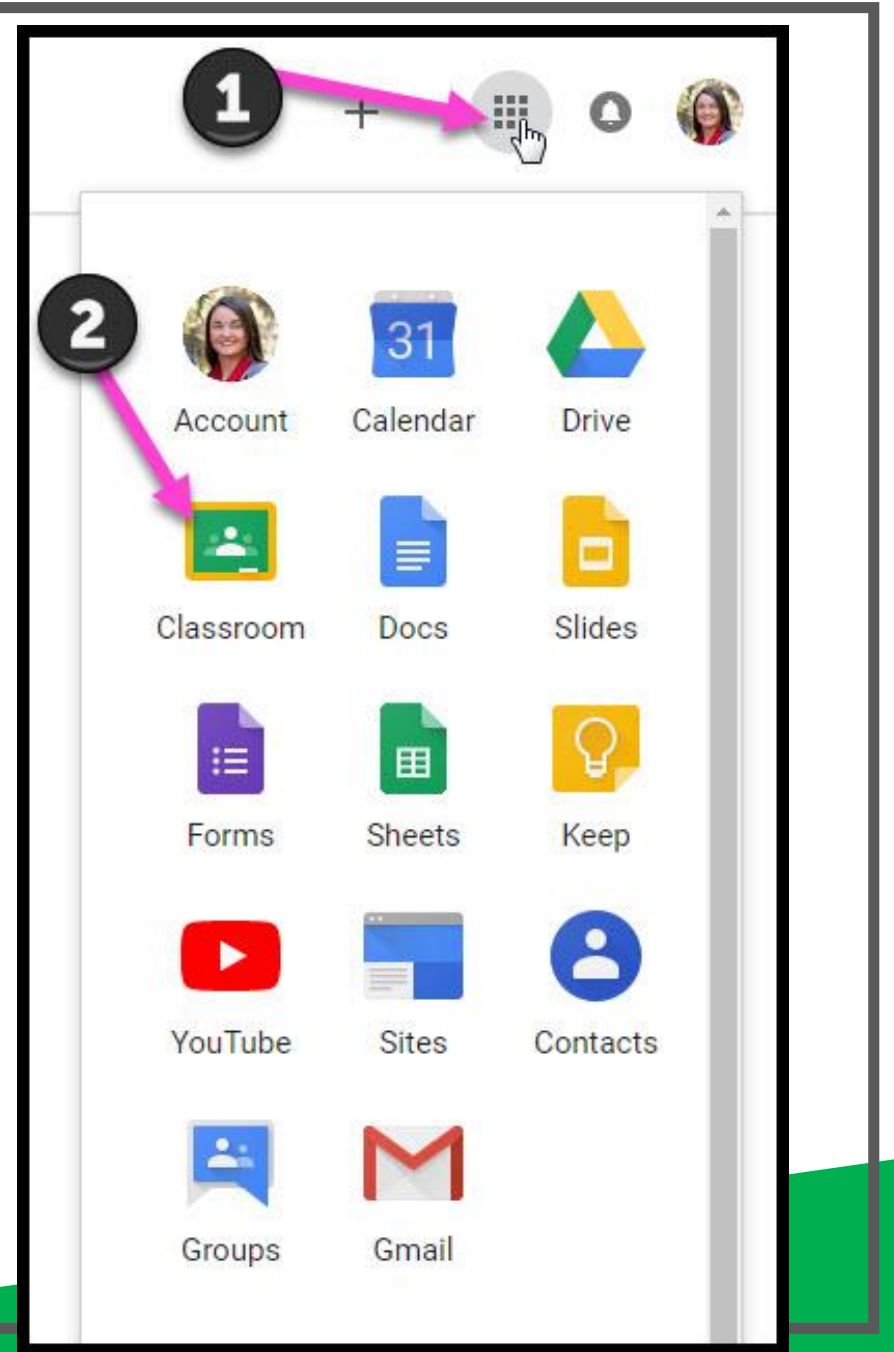


YOUTUBE

Navigating Classroom

1

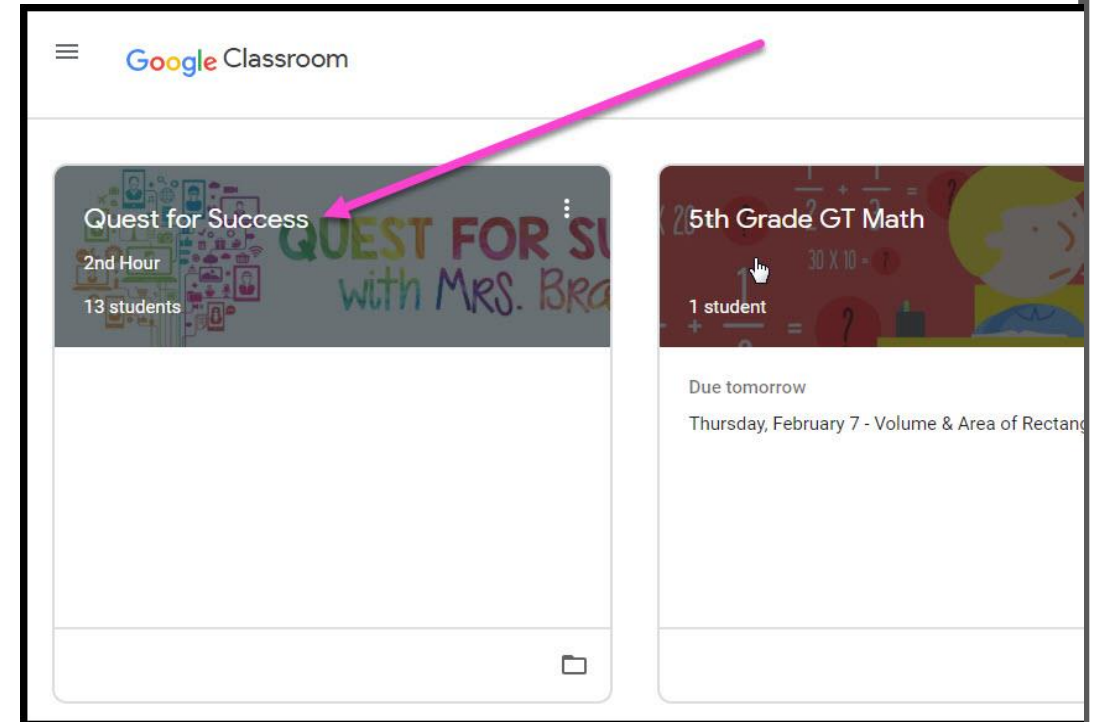
Click on the waffle button and then the Google Classroom icon.



Navigating Classroom

2

Click on the class you wish to view.

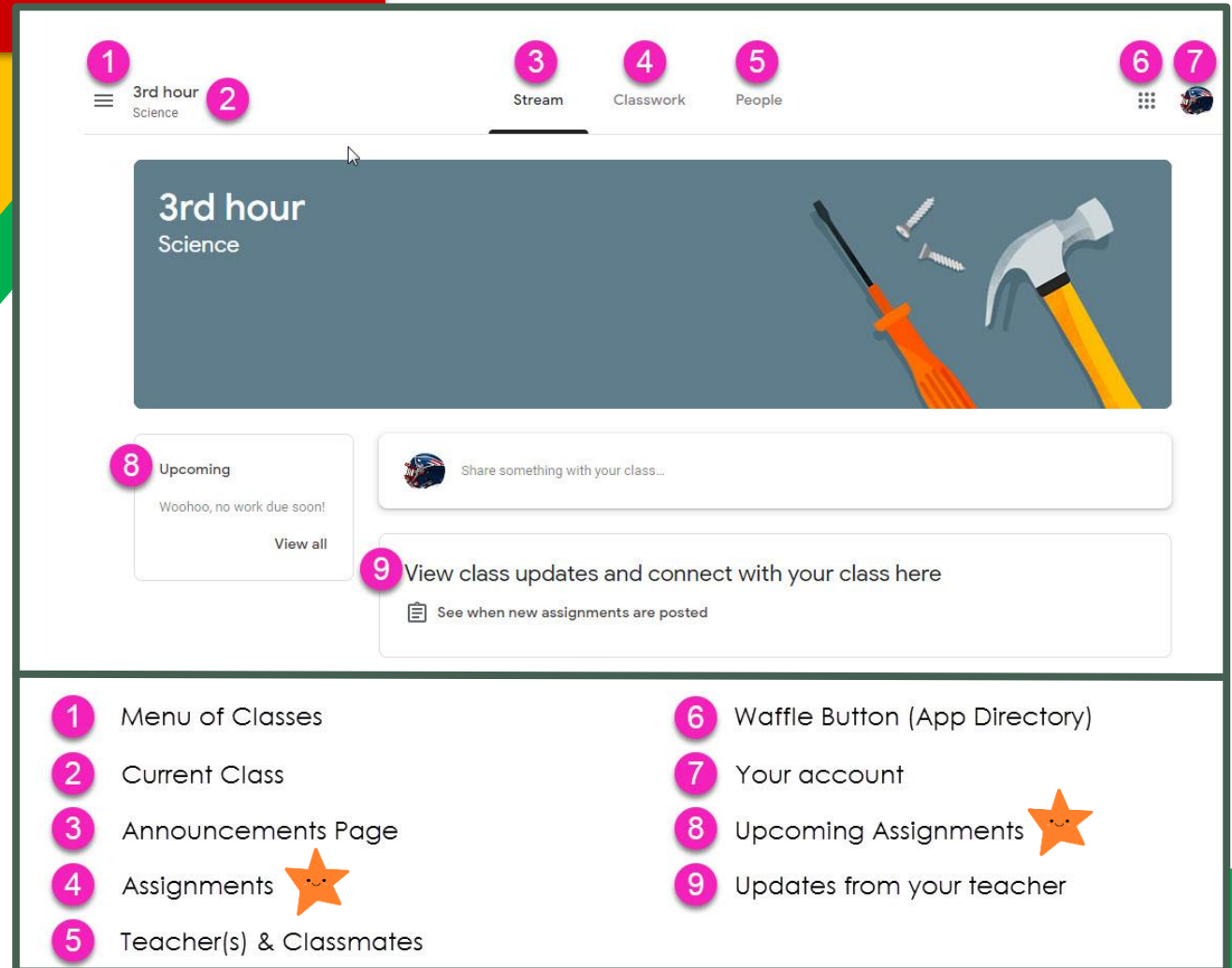


Navigating Classroom

 = High Interest for Parents

3

Opening screen
(Stream – this is
the activity
feed)
Look at the
Headings top
centre – click
Classwork



The screenshot shows the Classroom app interface. At the top, there are navigation tabs: '3rd hour Science' (1), 'Stream' (3), 'Classwork' (4), and 'People' (5). On the right, there are icons for a grid (6) and a profile (7). The main content area shows the '3rd hour Science' header with a background image of tools. Below this is an 'Upcoming' section (8) with a message 'Woohoo, no work due soon!' and a 'View all' link. To the right of this is a 'Share something with your class...' input field. Below the 'Upcoming' section is a box (9) titled 'View class updates and connect with your class here' with a sub-link 'See when new assignments are posted'.

- 1 Menu of Classes
- 2 Current Class
- 3 Announcements Page
- 4 Assignments 
- 5 Teacher(s) & Classmates
- 6 Waffle Button (App Directory)
- 7 Your account
- 8 Upcoming Assignments 
- 9 Updates from your teacher

Navigating Classroom

4

In Classwork you will see Assignment details and Topic headings for other resources, materials, questions and quizzes

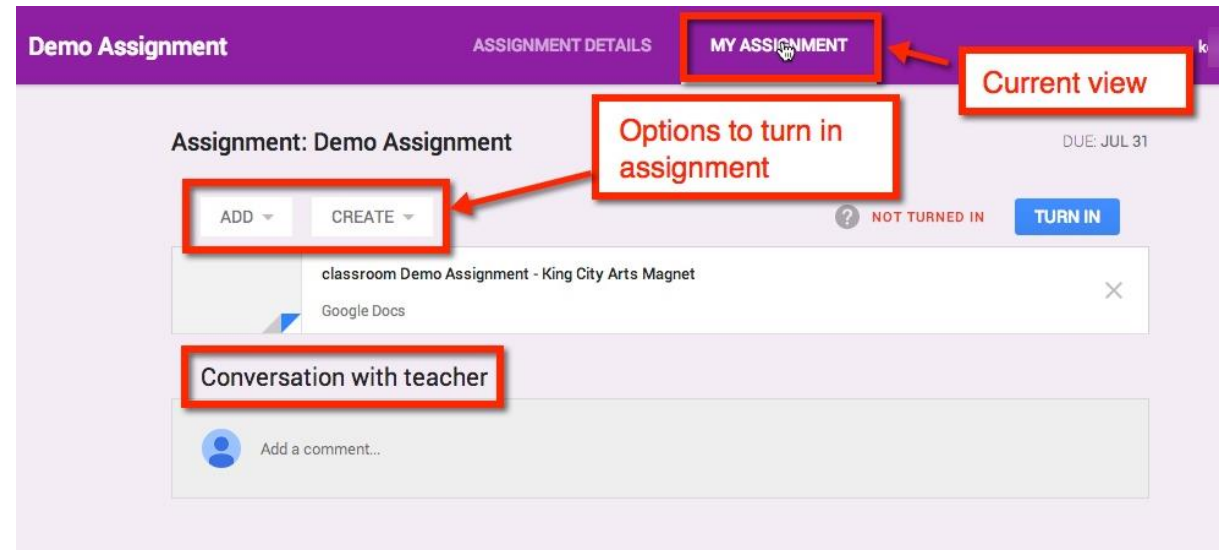
The screenshot shows the Classroom 'Classwork' tab. At the top, there are tabs for 'Stream', 'Classwork' (highlighted with a pink circle 1), and 'People' (with a pink circle 4). Below the tabs, there are links for 'View your work' (pink circle 2), 'Google Calendar' (pink circle 3), and 'Class Drive folder'. On the left sidebar, there are links for 'All topics' (pink circle 5), 'Benchmark Tests', 'Daily Lesson Files', 'Assessments', 'Back to School', and 'Resources'. The main content area shows 'Benchmark Tests' (pink circle 6) with a card for 'STAR Math Benchmark Test - BOY' due Sep 3. Below that is 'Daily Lesson Files' (pink circle 7) with a card for 'For the Week of September 2 - 6' (pink circle 8) due 'Today' (pink circle 9). This card lists days from Monday to Friday and includes four PDF attachments: 'Day 1 - Multistep Equatio...', 'Day 2 - Variables on Both...', 'Day 3 - Infinite & No Solu...', and 'Day 4 - Algebraic Propor...' (pink circle 10). At the bottom of the main content area is a 'View Assignment' link (pink circle 11).

1	Classwork Tab	5	Topics available	9	Assignment Status
2	See your Grades	6	Topic Headings	10	Attached files/links
3	See Due Dates	7	Assignment Title	11	Click to view assignment
4	View your files	8	Assignment Due Date		

Navigating Classroom

5

Open an Assignment to see a document to be edited and submitted (Turn In button) or Add + Create to upload and submit a file



Other Gsuite Apps

If school has to close for Covid-19 then we may use Google Meet



Pupils cannot send or receive email with their Google accounts



These Google apps are very similar to Microsoft Office Word, Excel and Powerpoint. When using these apps, files will automatically save to the class drive



Docs



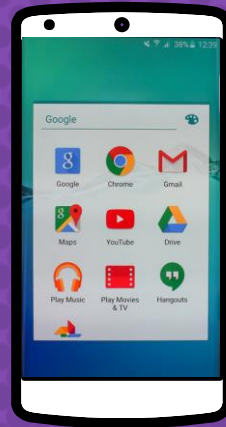
Sheets



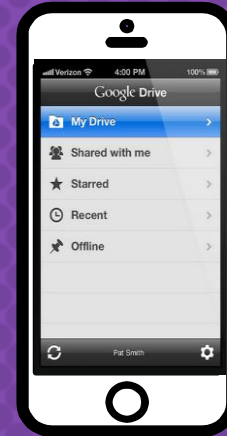
Slides

ACCESS

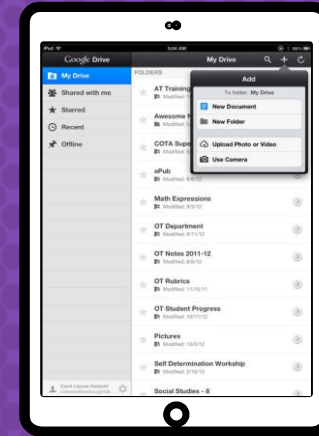
ANYWHERE



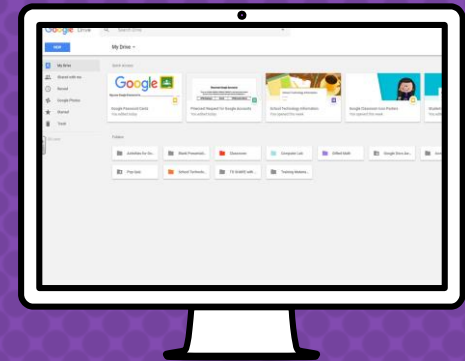
ANDROID



IPHONE



TABLET



DESKTOP



GOOGLE APPS

allow you to edit Google
assignments from
any device that is connected
to the internet!



Download on the
App Store



GET IT ON
Google Play

QUESTIONS?



Email class teachers at:

ks1@hillesley.gloucs.sch.uk

ks2@hillesley.gloucs.sch.uk

Or the school office at: admin@hillesley.gloucs.sch.uk

Please don't use the Comments function in Classroom to communicate with teachers, use class emails instead.