

# USING GOOGLE CLASSROOMS

Using Google Classroom will be new to many of us. Some children may be able to follow this guide independently, but children in the lower end of the school will need some adult support to get registered and linked to their classroom.

If you follow the guide, and information below, your child should be able to link to their classroom and be ready for home learning from Monday 11<sup>th</sup> January.

Each child in the school (RECEPTION to Y6) will now have their own school Gmail account. Within this account is an area called 'Classroom'. This is where children will find their daily work.

Work will be available from 7.00 am each day, and it will expire at midnight.

To log on and register, children will need their new **email address** and their **password**.

This is in the same format for every child. For example:

If your name was **John Smith** and your birthday was 3<sup>rd</sup> April 2009, you would need to enter you details as shown below:

Email:           **John.Smith@stgschool.uk**

Password:   **03-Apr-09** (all dates must be the first 3 letter of the month)

If your child has a double barrelled Christian name, please just use their first name....

Ava-Rose Smith would have an email address of: **Ava.Smith@stgschool.uk**

If your child has a double barrelled surname, please just use the first name....

Andrew Parker-Bowles would have an email address of **Andrew.Parker@stgschool.uk**

***ANY PROBLEMS, please email the school admin and we will resolve your issues.***

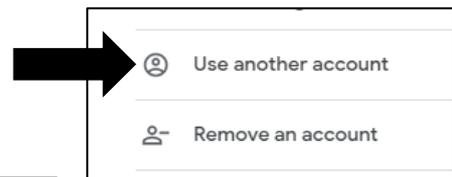
***Thank you.***

## Getting started with Google Classroom

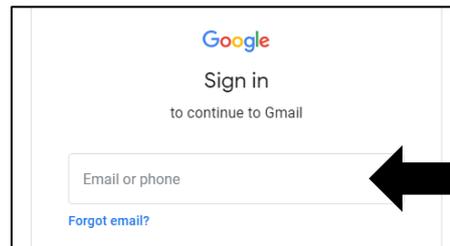
This is a new way of working for our children at St George's. It allows children to access work set by their teacher and allow children to interact with their teacher. Children can share completed work and their teacher can see / mark their work.

Let's get started....

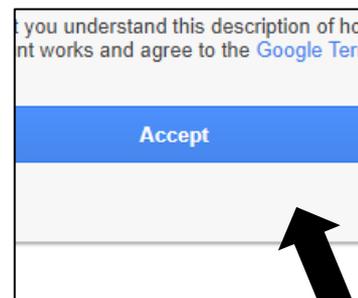
- Open up a new Google page
- Look to the top, right corner and click 'Gmail'
- Sign in or click 'Use another account'



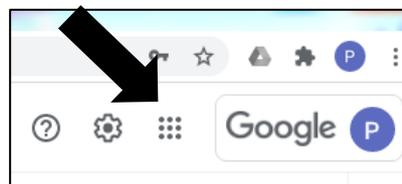
- Enter email address in the format provided



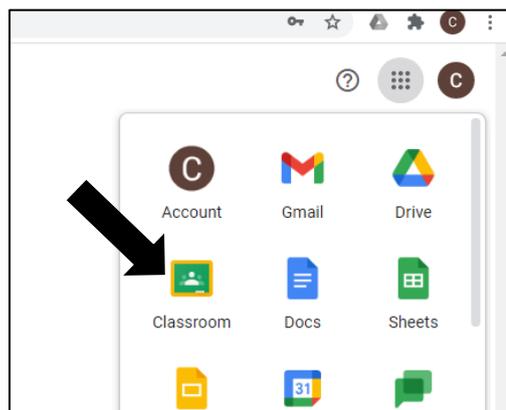
- Then enter the password in the format provided
- On the first screen, you will need to click on accept



- Click on the 'waffle' icon



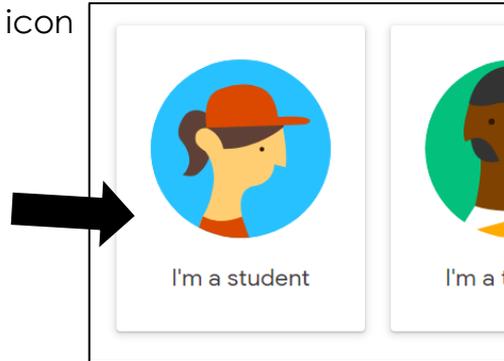
- Click on 'Classroom'



- Click on the CONTINUE button



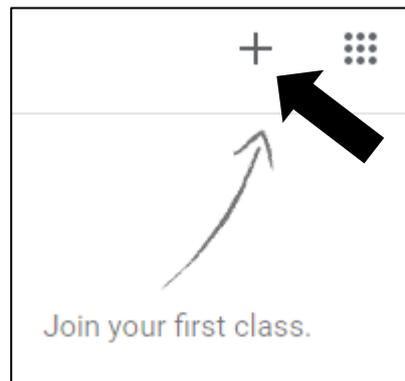
- Select the STUDENT icon



- You should now see page with a circle in the middle saying...

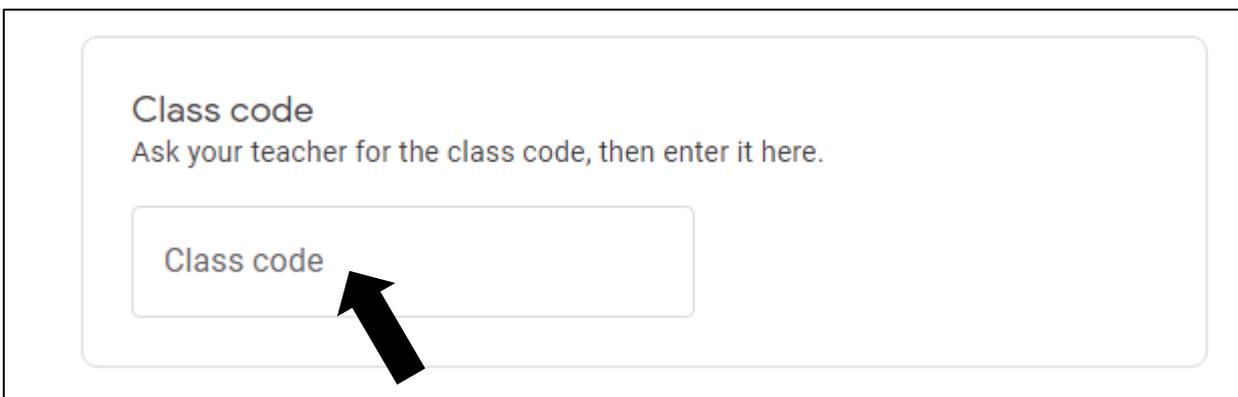
“Can't see any of your existing classes?”

- Look to the top right and see this image.



- Click on the +

- You will now see a box that ask for a class code...



.....enter the code for your class!

## **CLASS CODES:**

The codes for the classes are as follows:

RECEPTION:       **jwo324c**

YEAR 1:           **dhey625**

YEAR 2:           **gdkcwyx**

YEAR 3:           **whnk67o**

YEAR 4:           **sucw35i**

YEAR 5:           **64lq7z7**

YEAR 6:           **4kdqoss**

- CLICK JOIN in the top right corner. You should now be registered with Google Classrooms and linked to your class account.
- The next time you log on, it will go directly to the classroom page. You should see your classroom on the left hand side. Just click and you're in!
- Once in the classroom, click 'CLASSWORK' at the top of the screen.

# **WELL DONE!!!**