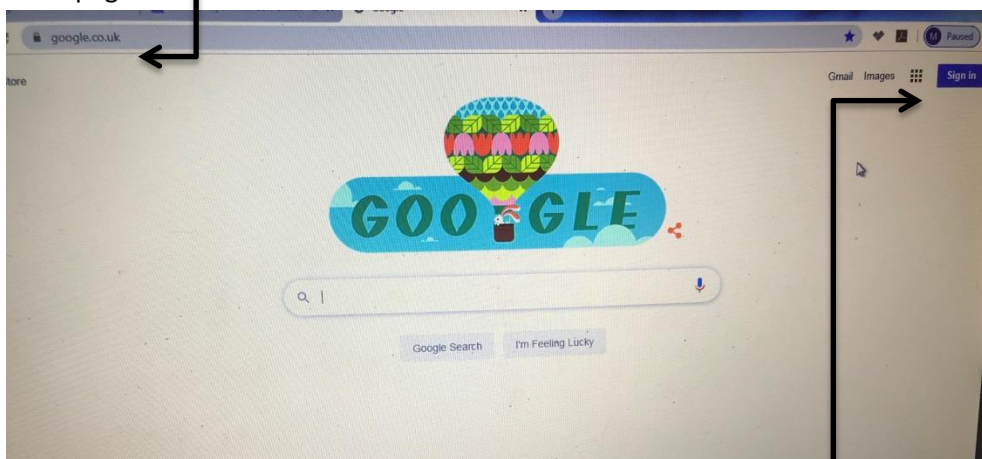


St Swithun's Google Classroom Directions for Parents

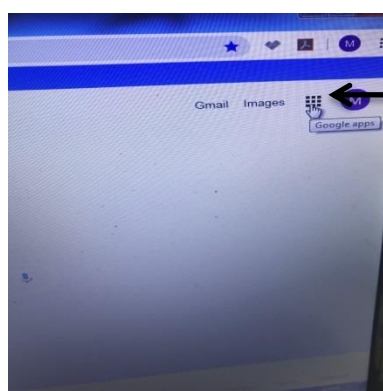
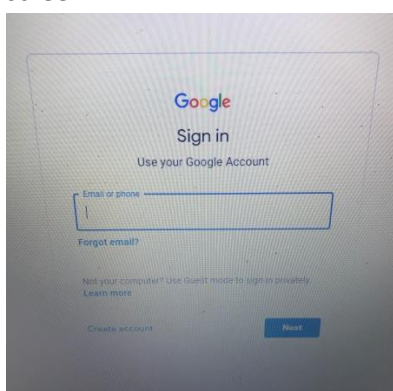
For an overview of Google Classroom follow this link:

https://drive.google.com/file/d/1uFBoYMjS9vrWSDWq6djRKKIwIReN5vnG/view?fbclid=IwAR30KBO9H7h8I-biP8qEXioFr9vZ1l_2fMx9rFV3JAbereAGgkqQQ1wseRQ

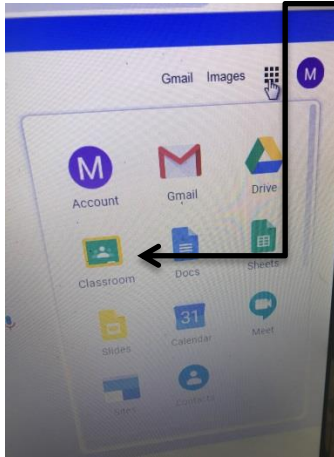
1. Using your internet browser (Google Chrome will work best for this), go to google homepage.



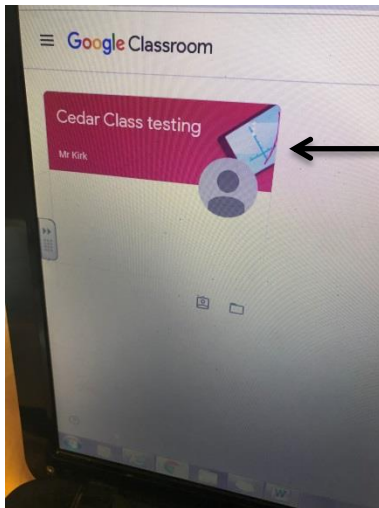
2. You must be logged in to your child's google classroom account in order to access any Google classroom. Click "Sign In" in the top right hand corner if you currently are not signed into any google account. If you are on another Gmail account, you will need to sign out of it and log in with your child's account. You should have access to their username and password.
3. Once you are logged in then select the small squares icon to the right hand side of the screen.



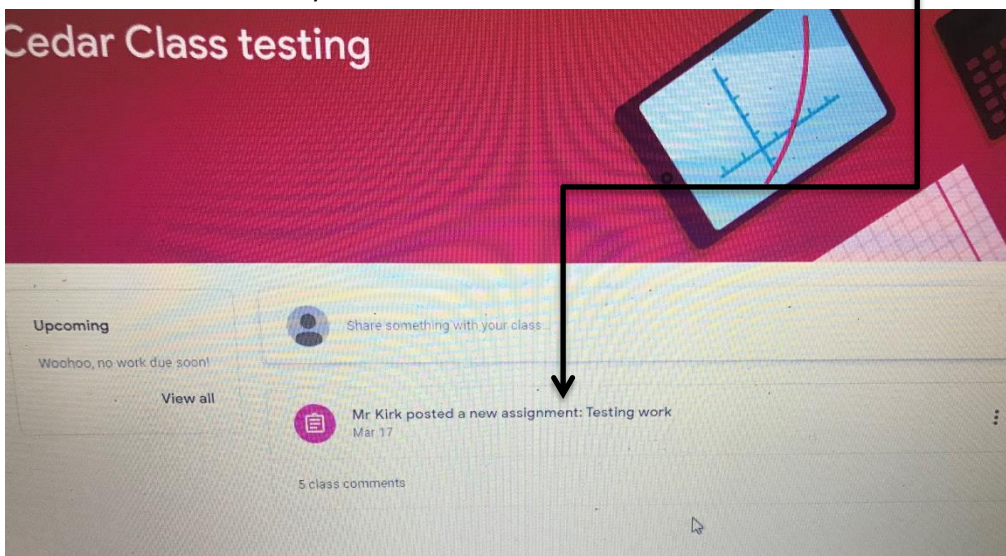
4. Select the 'Classroom' icon from the list to enter your child's classroom



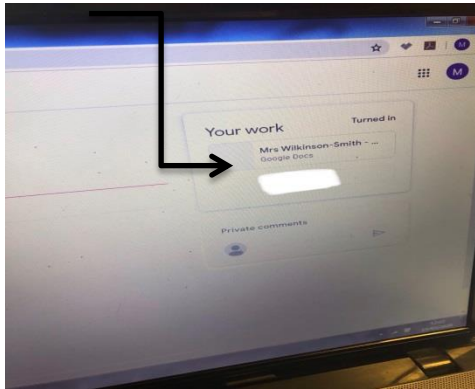
5. You should then see the classroom page which you child belongs to. Click on the class name.



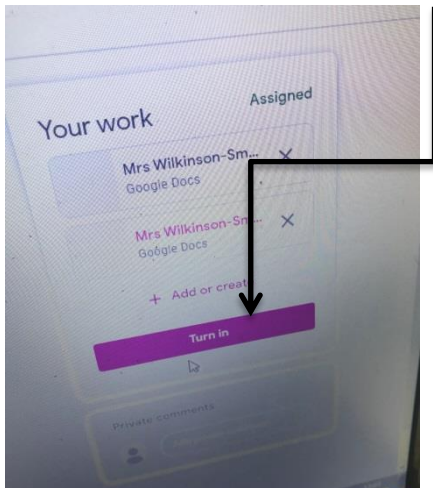
6. When you enter the class page for your child you will then be able to see the documents which have been added by the class teacher. Click on the notification.



7. To complete an activity or task you need to select the task from the 'Your work' area on the right hand side of the screen.



8. Select the document you wish to open and then this can be completed. Once complete then you can close the document, it will automatically save, you can then submit the document as complete by selecting the 'turn in' button.



9. There is a comment/message board facility for your child to send a message to their class regarding the task or activities which have been created for them.
10. If you as a parent/guardian have any queries or questions regarding the work then you can contact the class teacher direct via their google classroom email address.