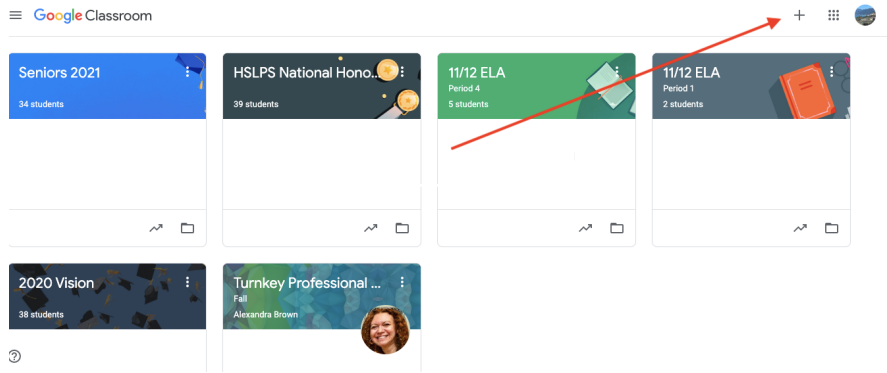




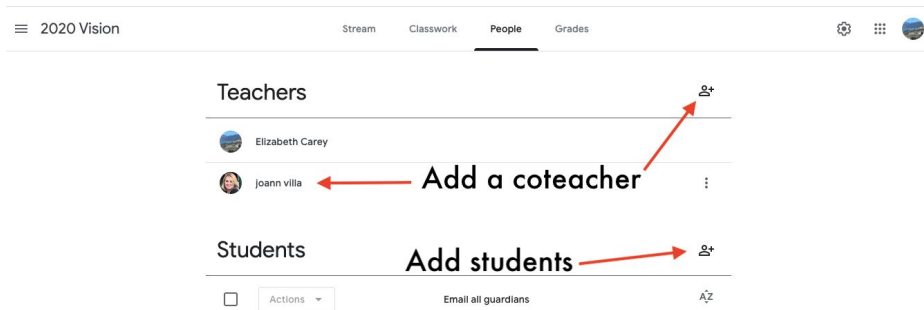
How to Use Google Classroom

Set Up

1. Go to: classroom.google.com.
2. Click on the "+" button in the top right to create your first class. (It's next to the waffle icon you use to access all of your apps.) Then click "Create class."



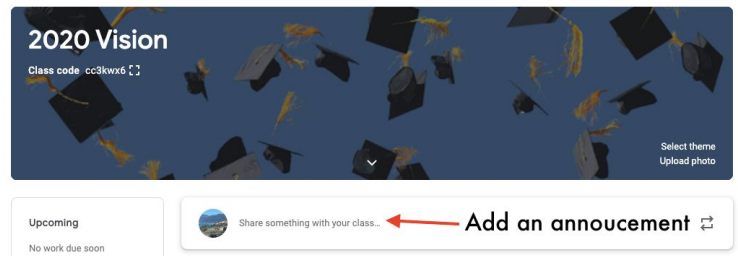
3. Add information about your class. You must add a name for your class. This is how your students will identify your class when they open Google Classroom.



4. Students can join your class with a join code or by email. To do this, click the "People" tab at the top. Then, click the "Invite Students" button (an icon with a person and a plus).

How to Communicate with your Class

1. Add an announcement. Go to your class Stream and click on "share something with your class." Add the text for your announcement. Add any files attached or from Google Drive), YouTube videos or links you'd like. Then post it (or schedule it for later).





2. Create an assignment, quiz, question, or attach material. You can create a graded (or ungraded) question for students to answer, a quiz, OR assignment for students to do. You can create them under the “Classwork” tab.

3. Grade and return work. Once students have completed work, you can provide feedback and grade the assignment. Click on the “Classwork” button and click on the assignment to view student work. When you’re all done, return work back to students. Be sure you’ve checked the box next to their names and click the “Return” button.

