



Using Google Classrooms



Stream

Conversations/ Questions of the day -. The teachers may ask the children a question or start a conversation on the stream to help keep the feeling of a community alive. Please encourage your child to become involved in the discussions. This will help to keep them in contact with their teacher and peers.

Timetables / Daily Plans - Our teachers are using the class stream to give a timetable or plan for the day, so it is important your child checks this every day.

New assignments - A message will appear to notify your child when they have been assigned a new task.

Completed work should not be uploaded to the class stream, unless specifically told to do so by the class teacher.

Classwork

Assignments & Due Dates - This is the area your children will find assigned tasks. Most tasks will have a due date and these can be found beside the assignment titles.

Once completed, your child should click '**Hand in**' to send back a word document or uploaded file e.g. a photo, back to their teacher. If the task does not require anything to be sent back to the teacher e.g. a Joe Wick's workout, they should click '**Mark as done**', to let the teacher know they have completed the task.

View Your Work - Your child can click on 'View Your Work' in the top left corner to get a clear view of which assignments are due each day and which they have handed in, still to complete or if they have missed the deadline. They can also see if they have comments sent from their teacher.

Once their teacher has returned work to them, there is no need to send it back again unless specifically asked to through a private message from the teacher.

If you have any questions, please do not hesitate to contact the school by email. (newmainsenquiries@renfrewshire.gov.uk)

