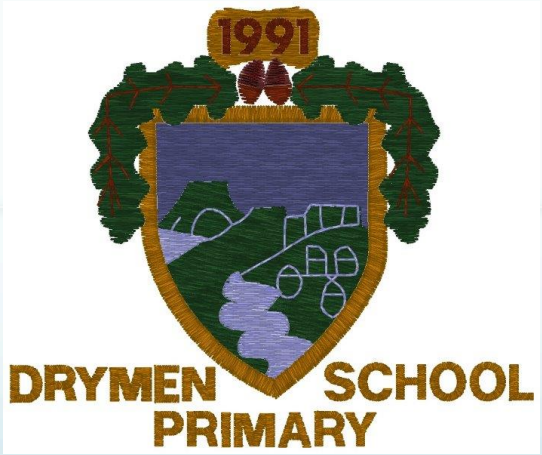
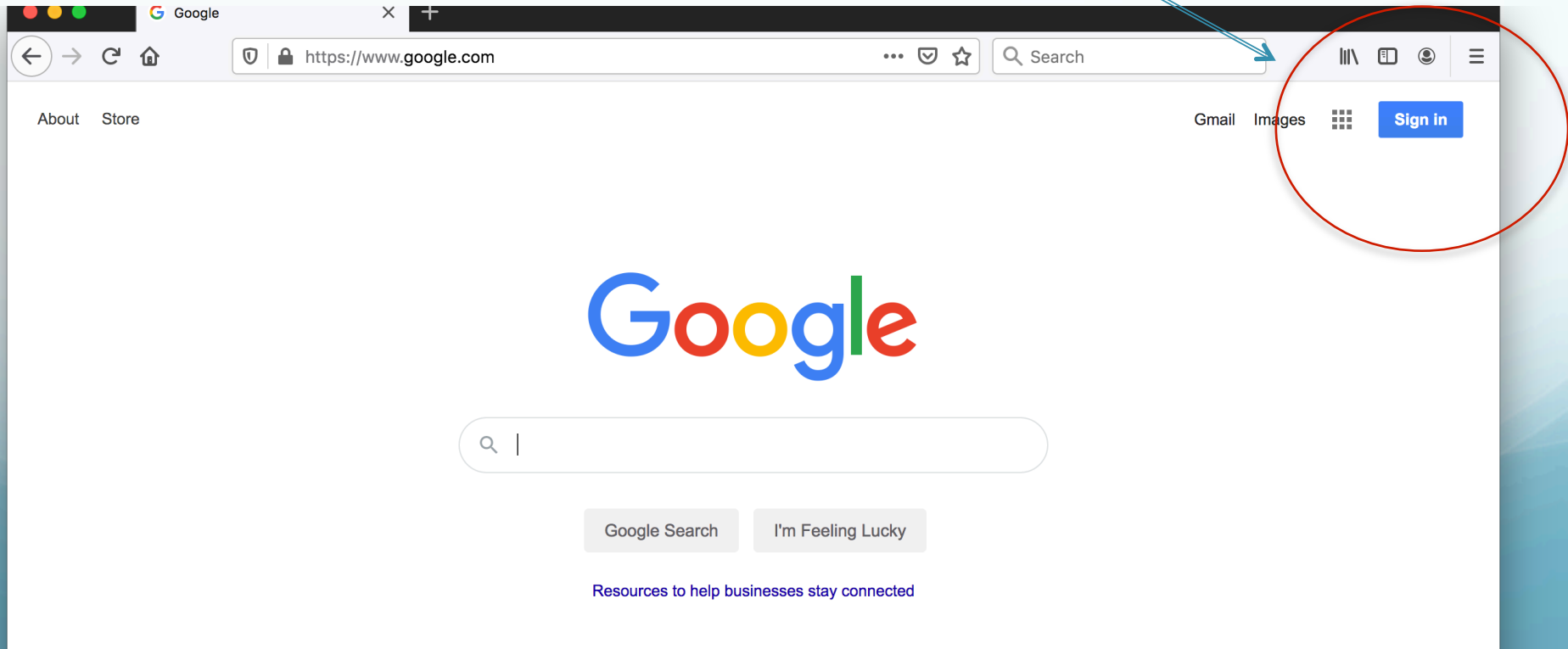
Drymen Primary Google Classroom Guide



Logging in to Google Classrooms

- Option 1

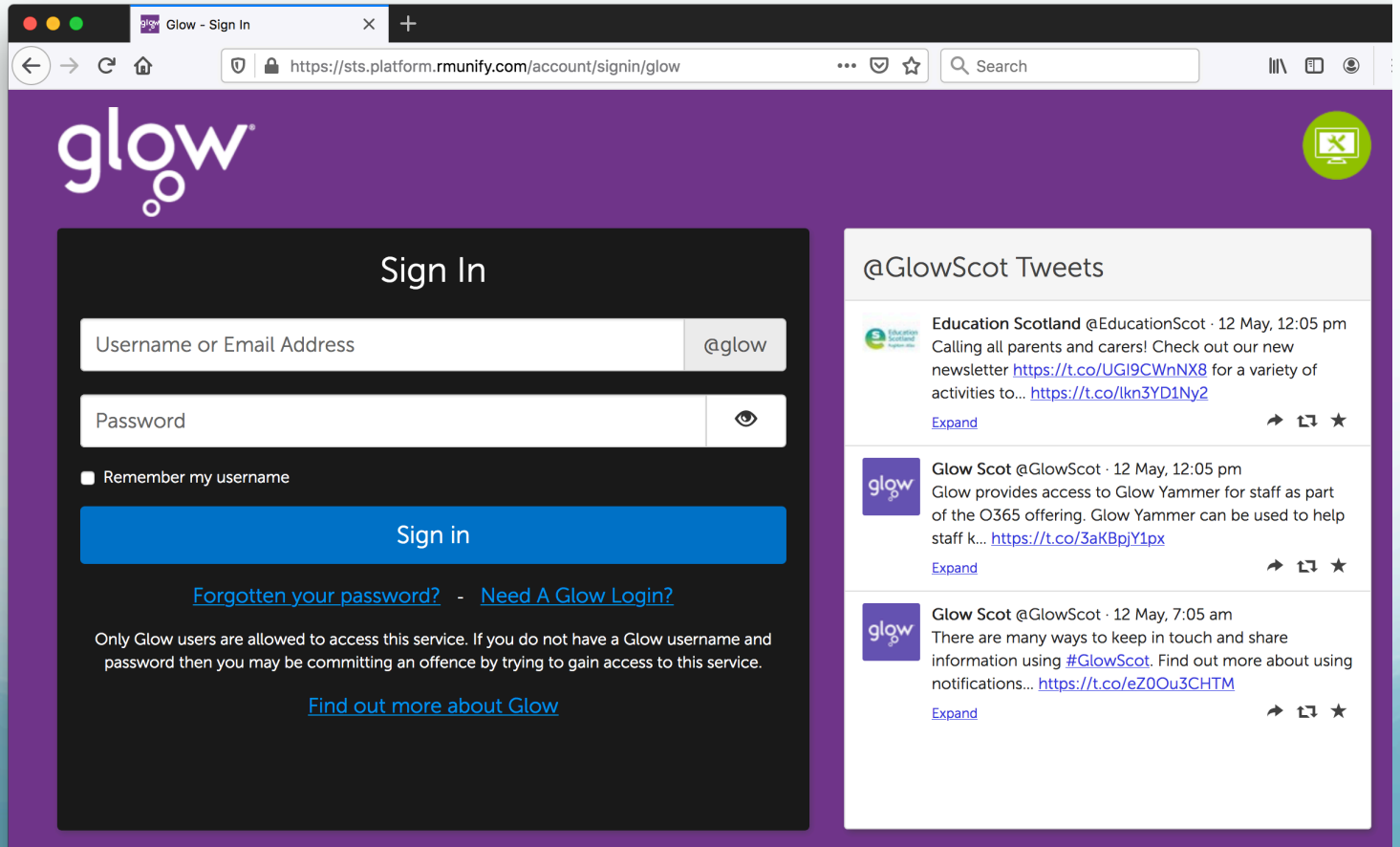
Google homepage and select the sign in option in the top left corner



Logging in to Google Classrooms

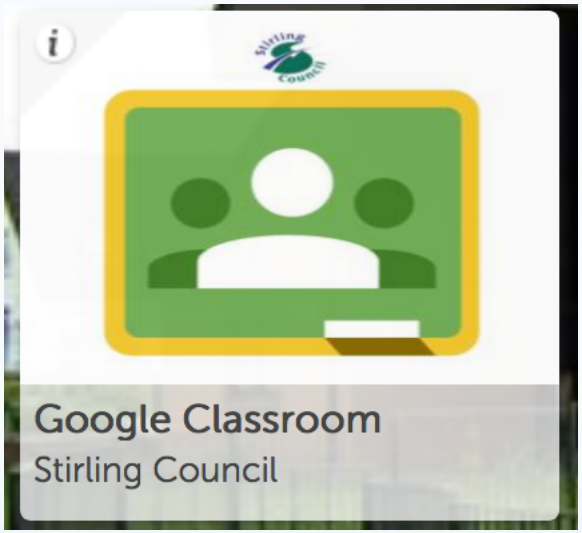
- Option 2

Glow home page and login using your GLOW details.



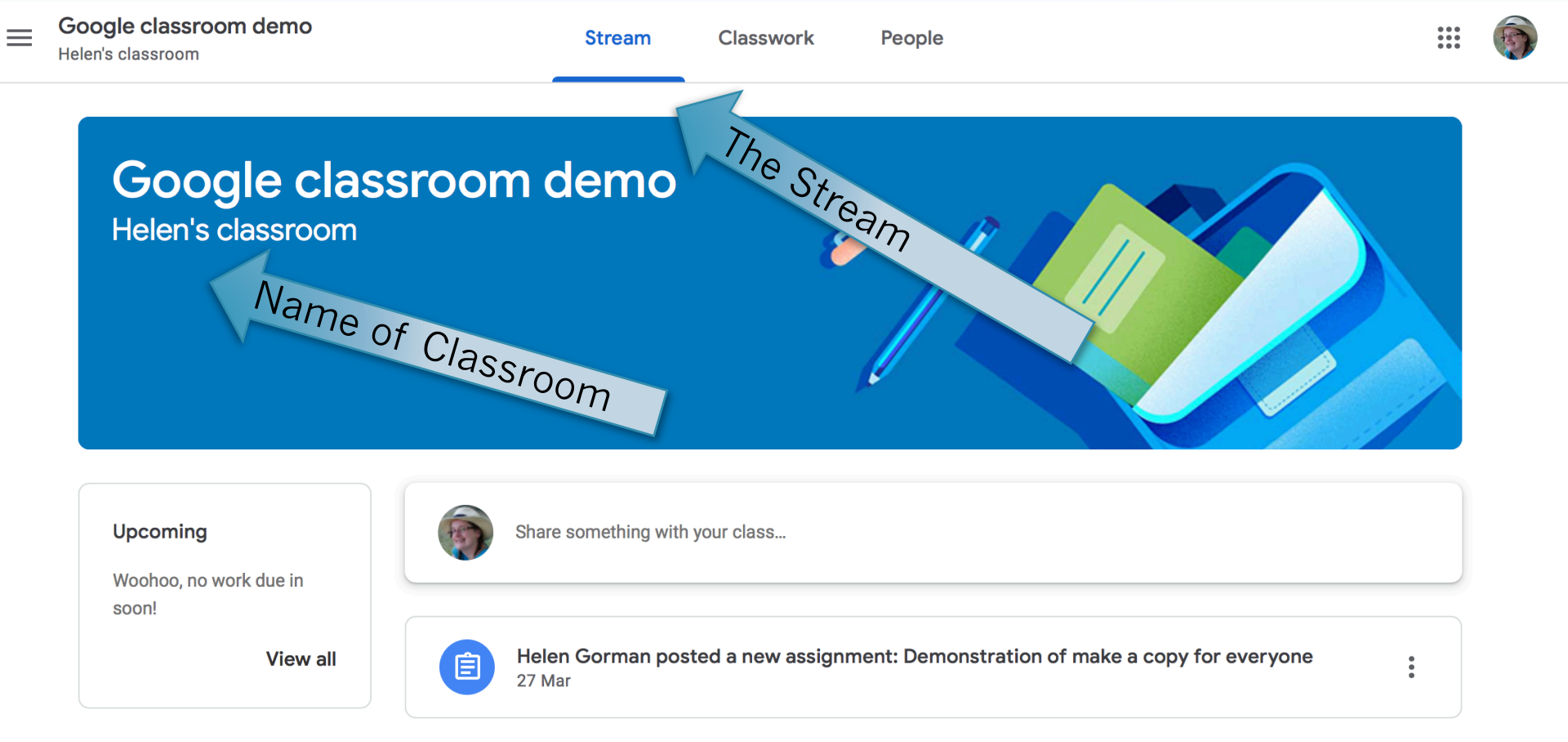
Logging in to Google Classrooms

- Once logged in to glow select the Google Classroom Tile



- You may need to search in the search bar if it isn't immediately showing

The main page

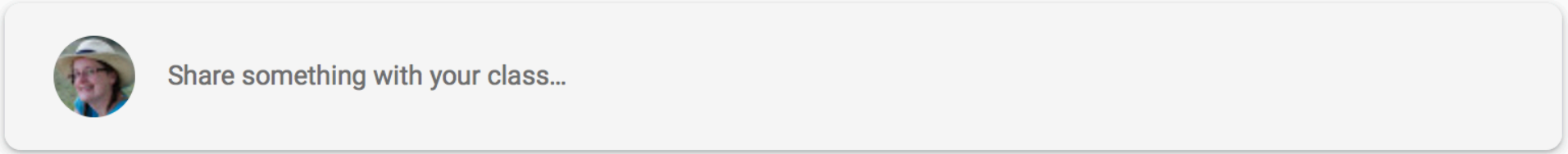


The Stream

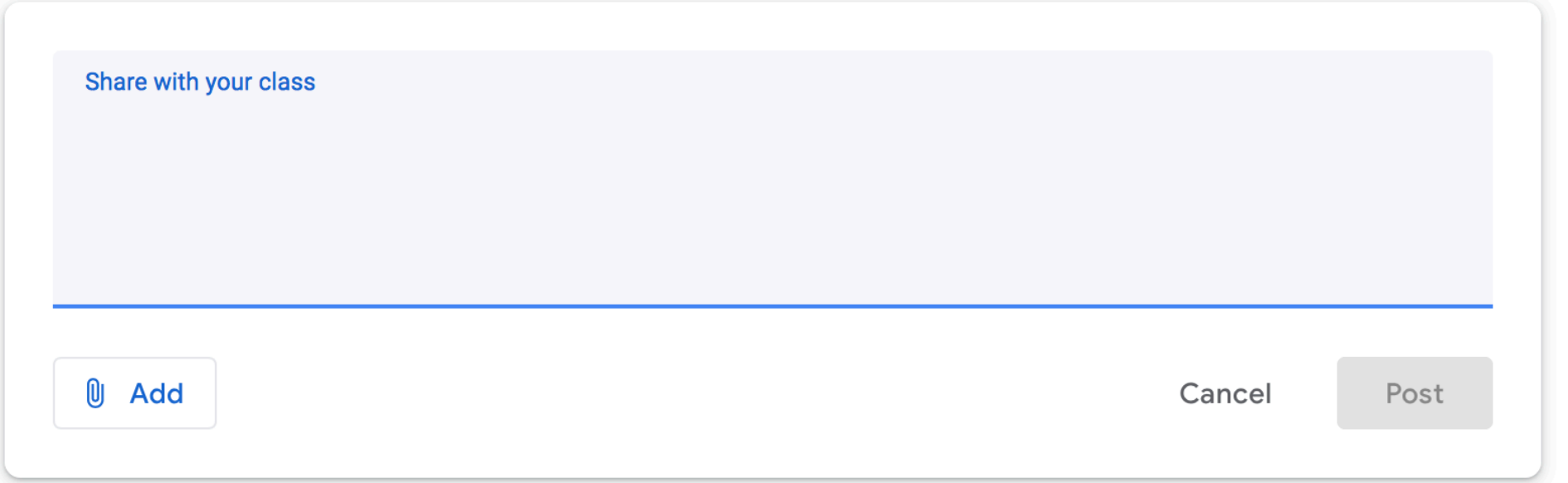
- This section is where work posted from teachers will appear, where pupils can post a general comment or ask a question. This is visible to **all pupils and teachers** of the classroom.

Posting a comment in the Stream

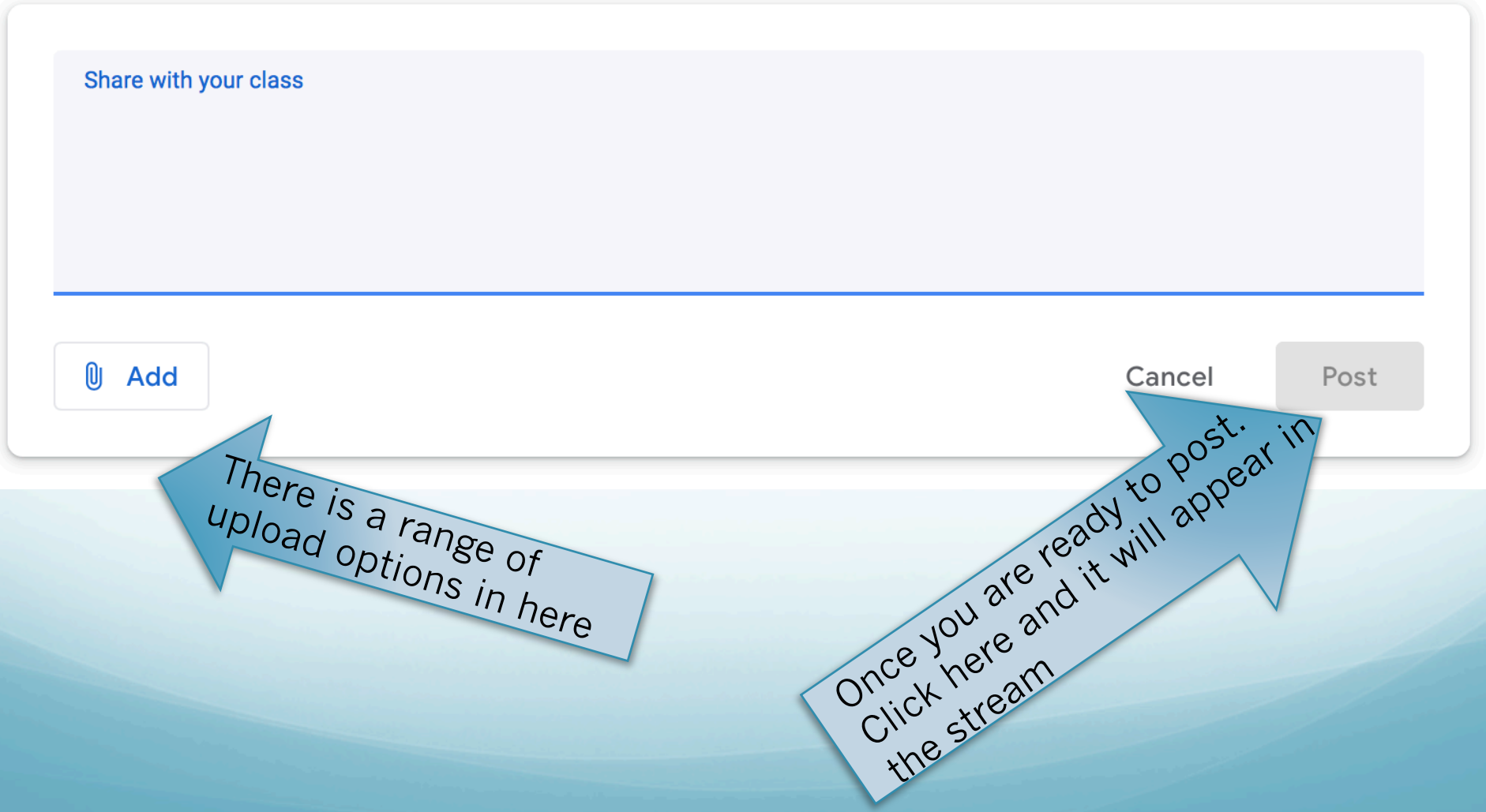
At the top of the stream there is a box similar to this



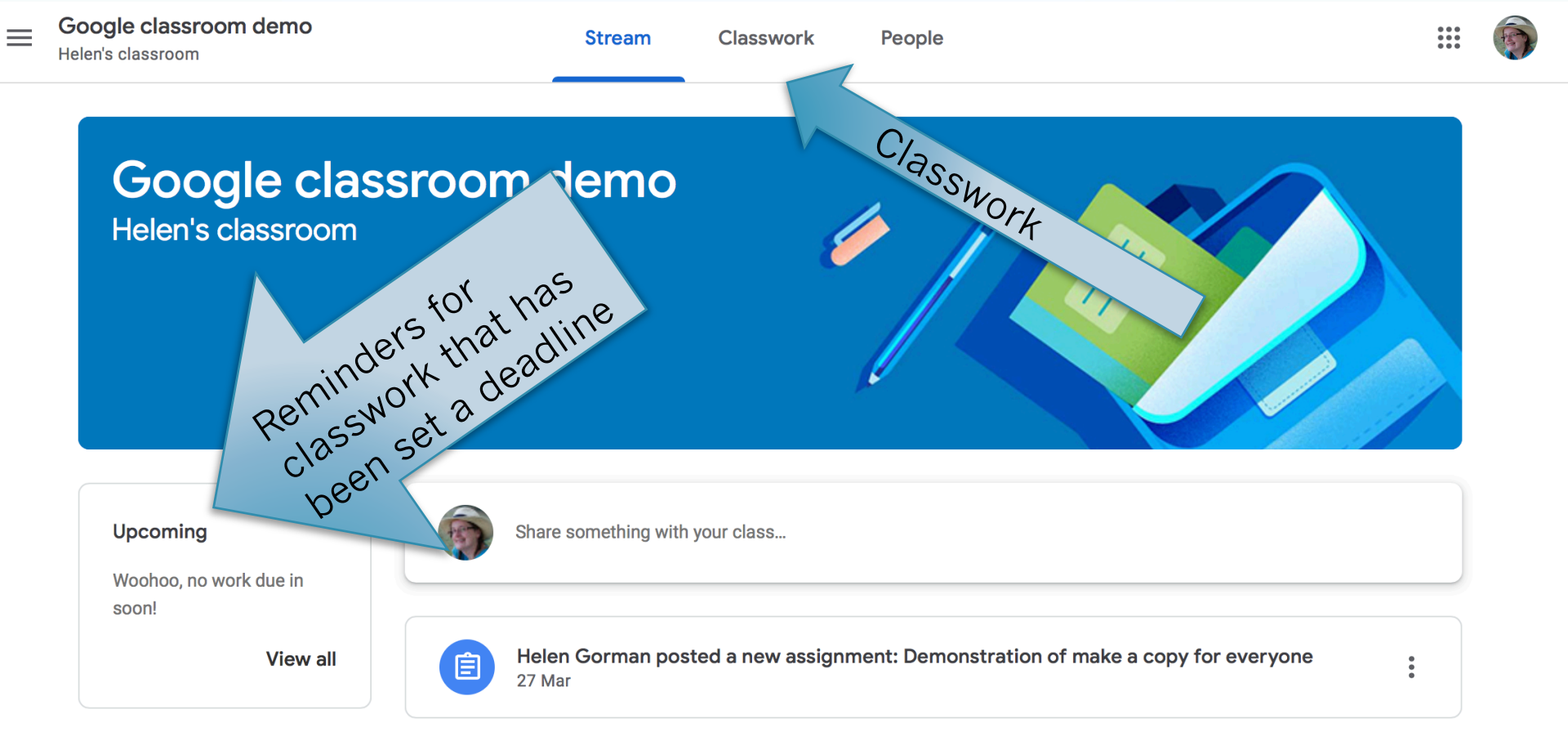
Once selected the box changes to this



Posting a comment in the Stream



The main page



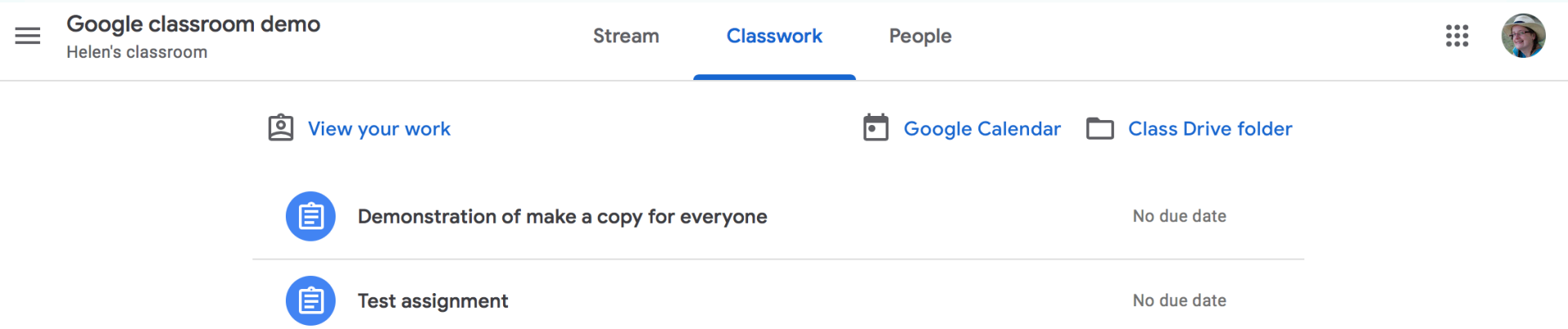
Classwork

- This section is where classwork will all show.

- Not all classwork has deadline so reminders will not always show. Best to check in the Classwork tab!

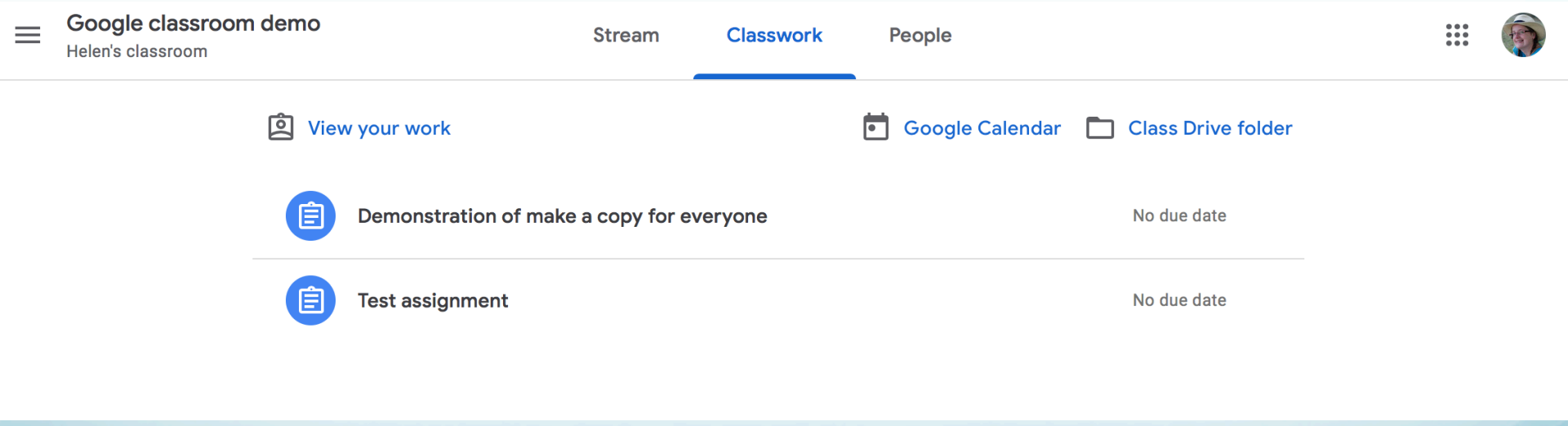
Classwork

- This section will look slightly different for each classroom depending on the class your child is in.
- The work may categorized by curricular area



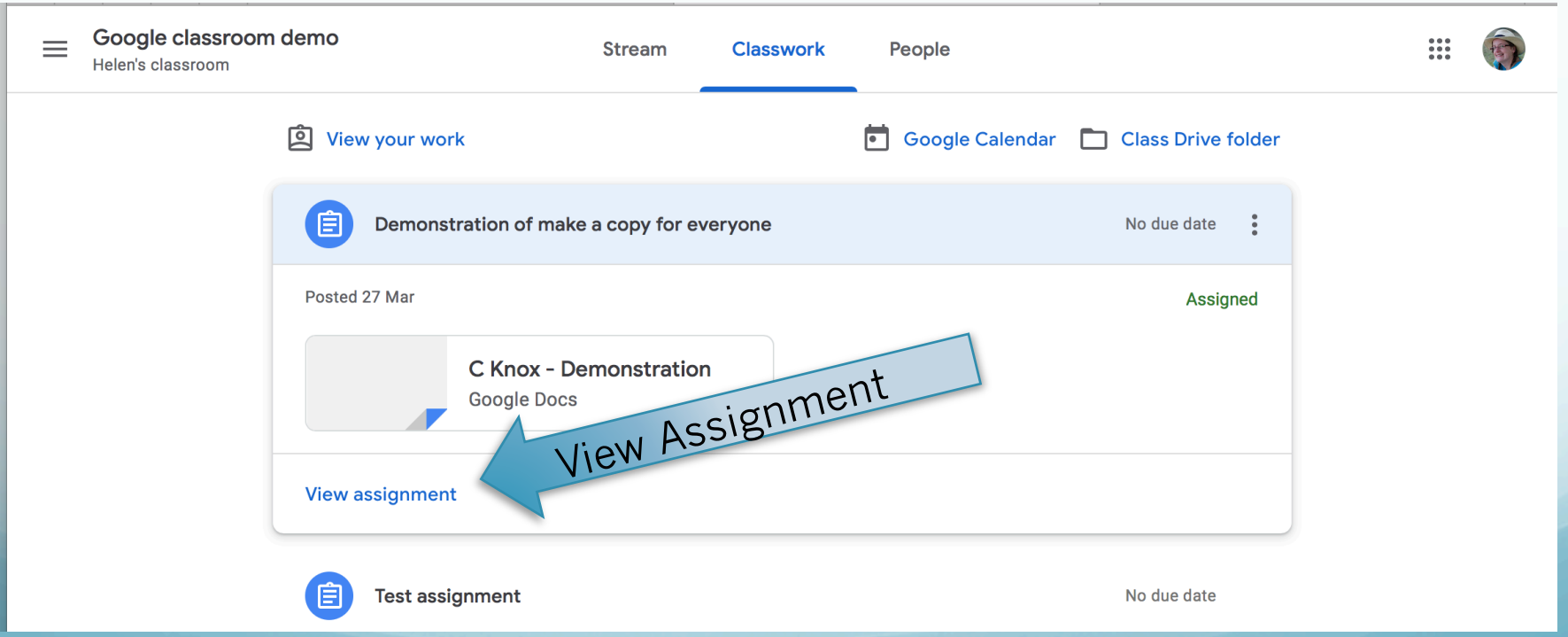
Classwork

- Select the work you wish to see the instructions and /or resources for.

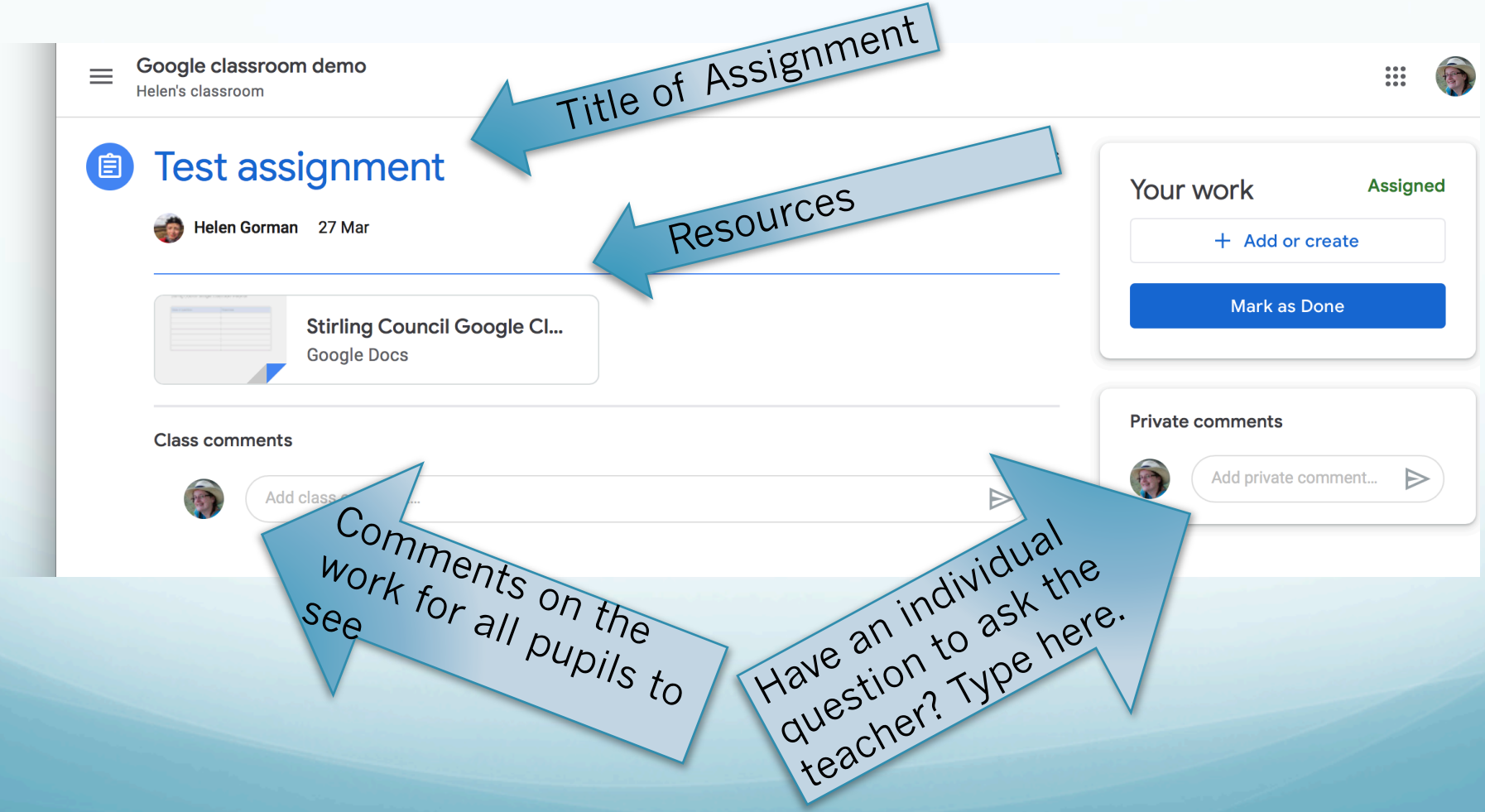


Classwork

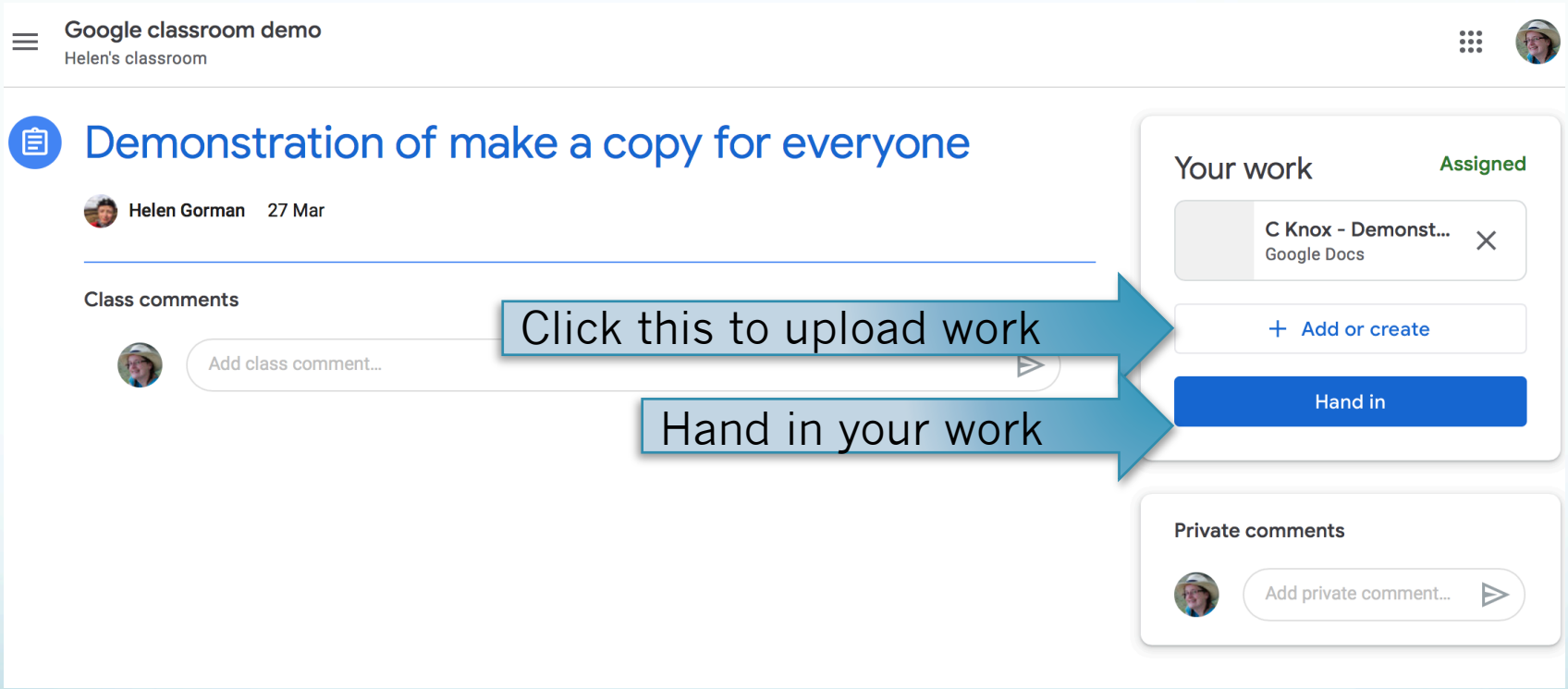
- It will be open up to show the following screen click on “View Assignment”



Classwork


Google classroom demo
Helen's classroom
Title of Assignment
Test assignment
Resources
Helen Gorman 27 Mar
Stirling Council Google Cl...
Google Docs
Class comments
Add class
Your work
Assigned
Add or create
Mark as Done
Private comments
Add private comment...
Comments on the work for all pupils to see
Have an individual question to ask the teacher? Type here.

Classwork



N.B. If you have a task which has no physical work to upload you can still click Hand In to acknowledge that you have completed the task.

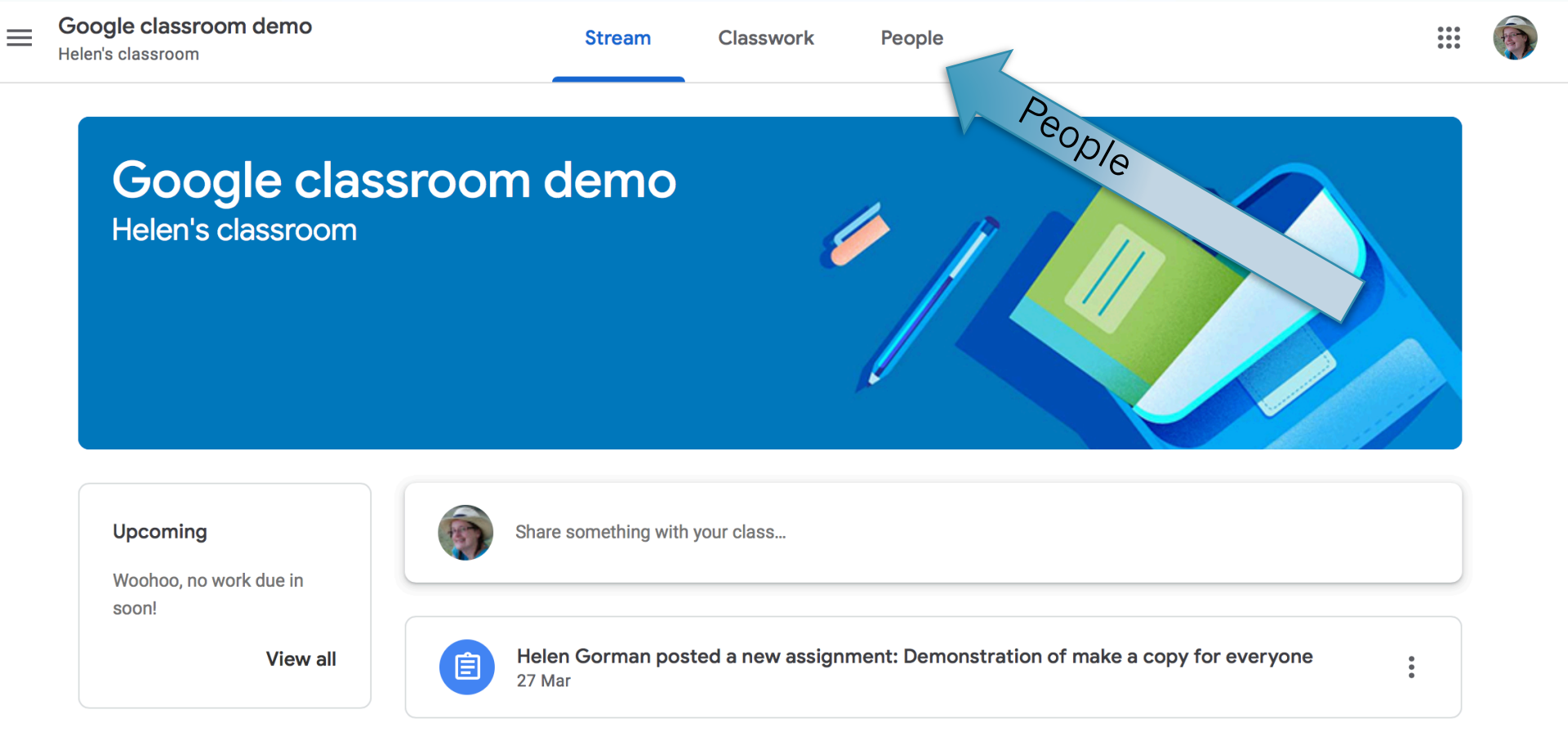
Classwork

- Some file types are not recognised by the Google Classroom and staff will be unable to open them. If this happens we will let you know.
- If you are using a Mac based device please note you will need to save your file as a .pdf or .docx before uploading as .pages isn't recognised.

Classwork

- Teachers are able to provide feedback privately on pupils work via the private comment on each task.
- To see if you have feedback you go back into your task to check.
- Our staff will reply when they can however please be mindful this is new, some are working in the Hubs and have other commitments.

The main page



People

- This section has a list of your class and the teachers that can see in your classroom.

- There is no way to connect directly to each other on this page.

Final Suggestions

- Ask questions! Email the school with “Google Classroom Query” in the title and Mrs Knox will work on getting an answer to it and back to you.
- You can’t break the Google Classroom!