## Student Quick Guide to Google Classroom



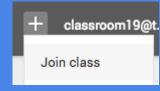
Classroom.google.com Go to the Classroom website and log in with your Google Apps email login.

### Google Drive

Google Classroom connects with your Google Drive account. A Classroom folder has been created for you in drive.google.com

#### Join a Class

In the upper right click on the plus button to join a class. Enter the class code.



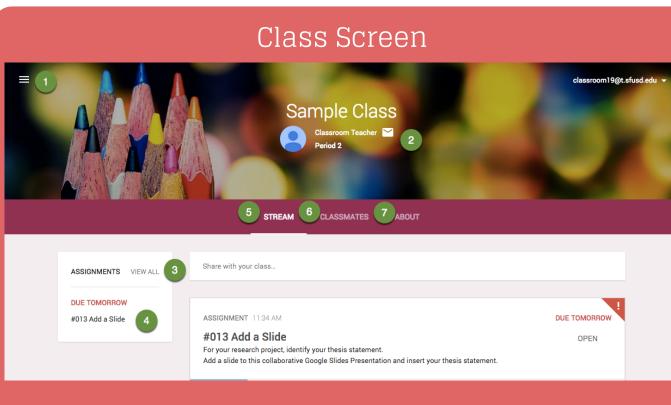


# Class Tiles

- Click class title to enter class
  - Click the "3 dots" to Unenroll from class
  - assignments right on the class tile.

Link to upcoming

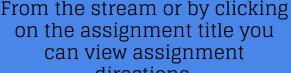
Link to your class folder in your Google Drive



Click on the envelope icon to email your teacher.

Click the 3 lines (upper left) to go back to the class tiles screen.

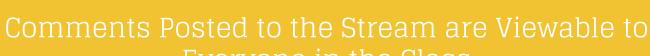
- 3 View a list of all assignments.
- Click "Upcoming Assignments" to view details and submit.
- View the list of announcements, assignments and class comments
- in the stream. 6) View a list of your classmates.
- The about tab contains information about the class. Possibly links
- to syllabus, office hours, or a welcome video.



View Assignment

Details

directions. ASSIGNMENT DETAILS MY ASSIGNMENT



#014 Submit Research Project Rough Draft

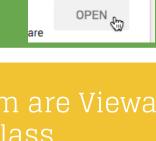
Classroom folder in Google Drive.

ADD -

Open Templates From the stream always click

on "OPEN" in an assignment to

view templates the teacher has attached. **DUE TOMORROW** 



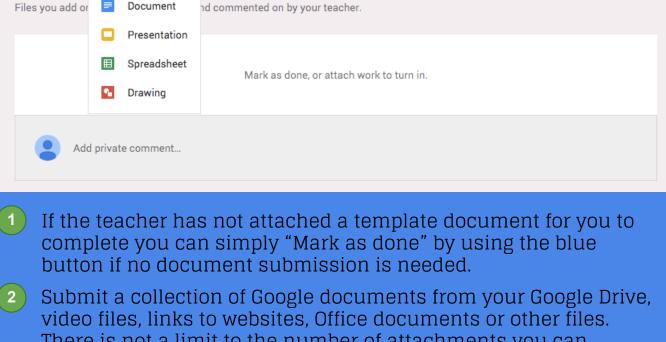
**DUE TOMORROW** 

NOT DONE

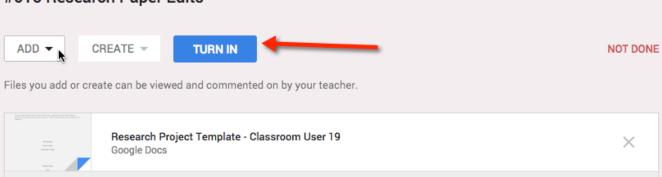
Comments Posted to the ASSIGNMENT are Viewable Only by the Teacher

**Assignment Submission Screen** 

#### CREATE ▼ MARK AS DONE



- There is not a limit to the number of attachments you can submit for one assignment. Create Google documents right from Google Classroom. The file will automatically be shared with the teacher and placed in your
- Turn In Files #015 Research Paper Edits **DUE TOMORROW**



If the assignment has files to submit the "Mark as done" button is shown as a "Turn in" button. Additional files can be added or created right in Google Classroom to submit.

## Turning in files switches ownership of

Add private comment...

the document to the teacher and prevents student editing.

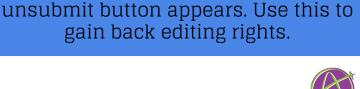
gain back editing rights.

Sharing

Unsubmit After turning in an assignment an

Click on "My Assignment" at the top of the assignment details to view the submission screen.

My Assignment



MY ASSIGNMENT ASSIGNMENT DETAILS