



Bedford Road Primary Parents Guide to Google Classroom

You will have received a letter with a secure login and password that is unique to your child. You can access Google Classroom on a range of devices.



Getting Started

Step 1: Type www.google.com into your web browser.

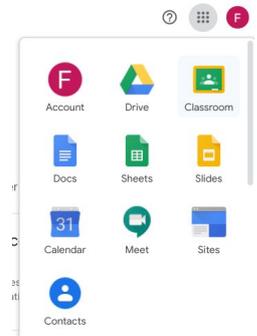


Step 2: Click on SIGN IN in the upper right hand corner of the browser window.



Step 3: Type in your child's Google Email address & click "next."

Step 4: Type in your PASSWORD & click "next". Now you'll see that you are signed in to your Google Apps for education account.

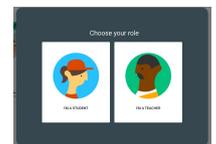


Step 5: Click on the 9 squares (Waffle/Rubik's Cube) icon in the top right hand corner to see the Google Suite of Products.

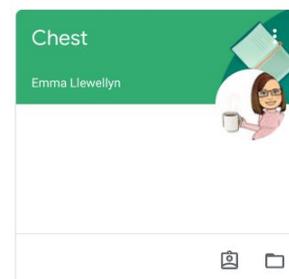
Navigating Classroom

Step 1: Click on the waffle button and then Google Classroom icon.

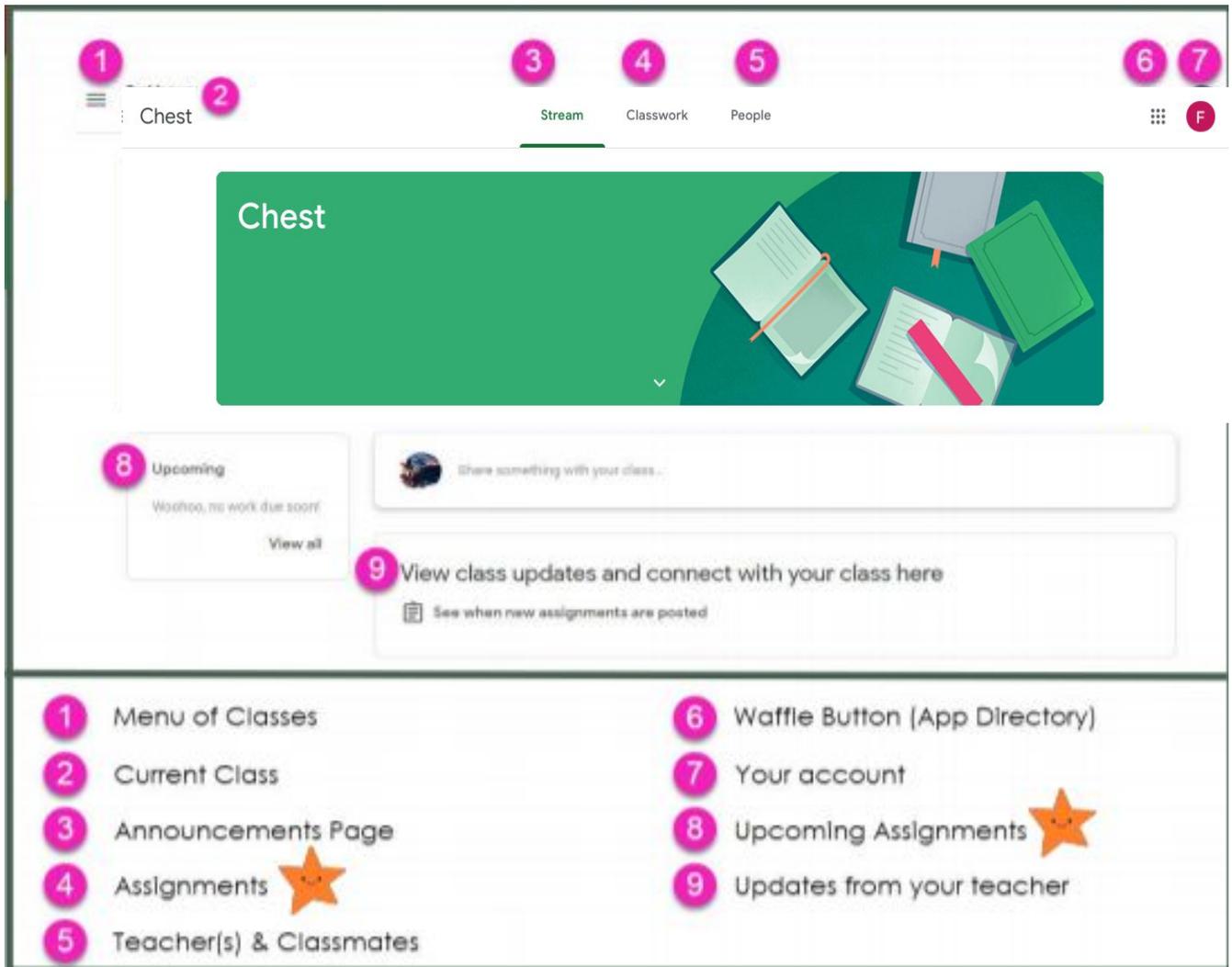
Step 2: You will then be asked to select student or teacher. Select student.



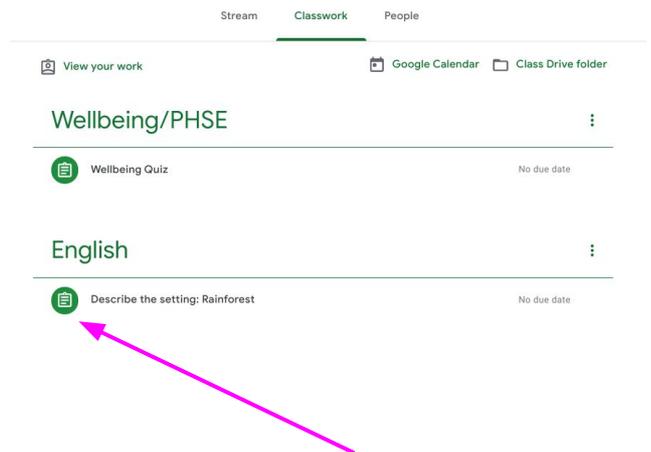
Step 3: You should see your child's class name. Double click on this folder.



When you have opened your class folder, this is what you will see:



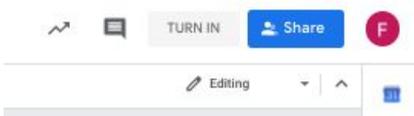
When a teacher sets work it will appear as an class update (9) in the Class Stream. You can also see work set by clicking on Classwork (4). When work is set, the teacher will assign it to a Topic folder (eg Maths, English, PHSE). You can then click on the Topic folders to see all work set for each subject. Sometimes the teacher will set a deadline for the work which will appear next to the work and in the Upcoming section (8).



To open work, double click on the icon.

Some work may be in a Google Form format and will be in a quiz style. When completed, you just need to click 'Submit'.

Some work may be in a Google Doc format. Pupils will add work to the document then click 'Turn in' on top right of screen. They will then be prompted with: 'Do you want to Hand In work?' for which you select 'yes'. Sometimes an assignment may be a slide show or video that will just need to be viewed.



Hopefully this guide will get you started with Google Classroom. Your teacher will send more information via Google Classroom announcements as we continue to develop its use it supporting learning at Bedford Road.