

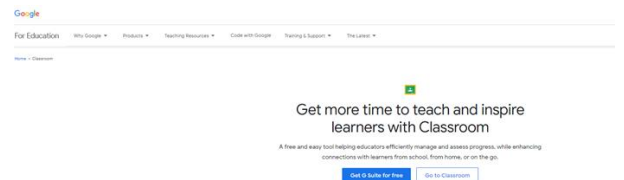
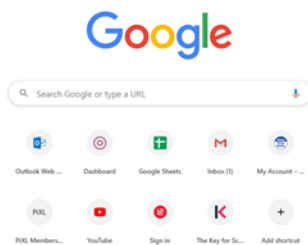
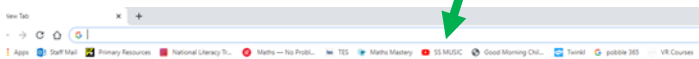
Google Classroom Access Guide

Step One

Your child has been given login details to access their Google Classroom account.

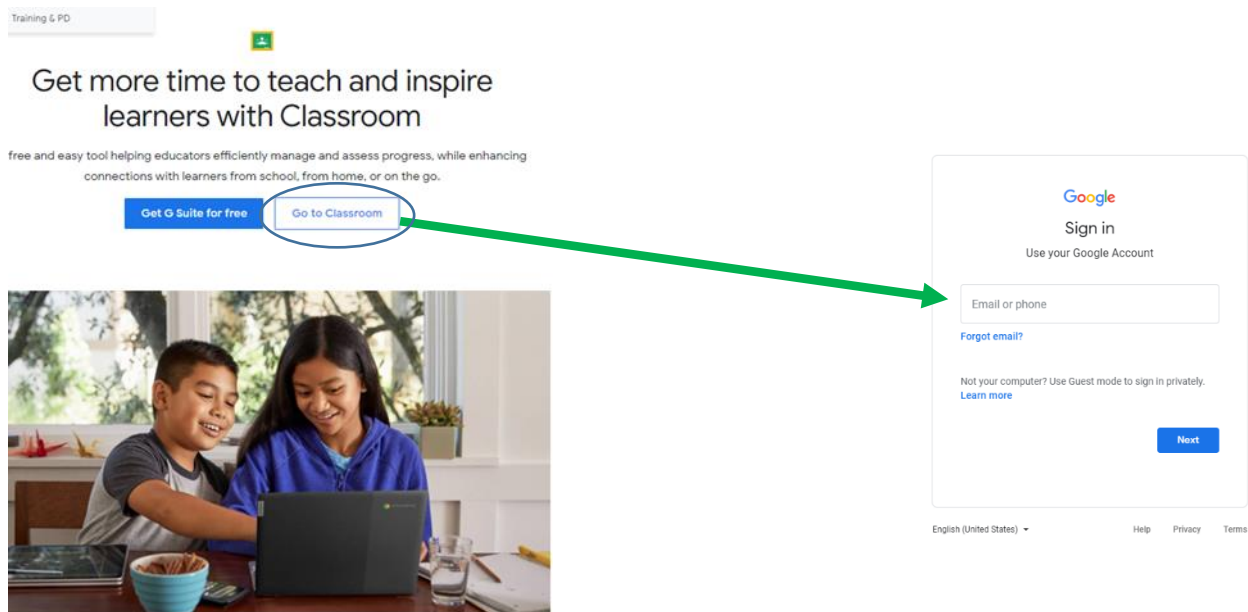
Step Two

In the web browser tab, enter the web address <http://classroom.google.com>



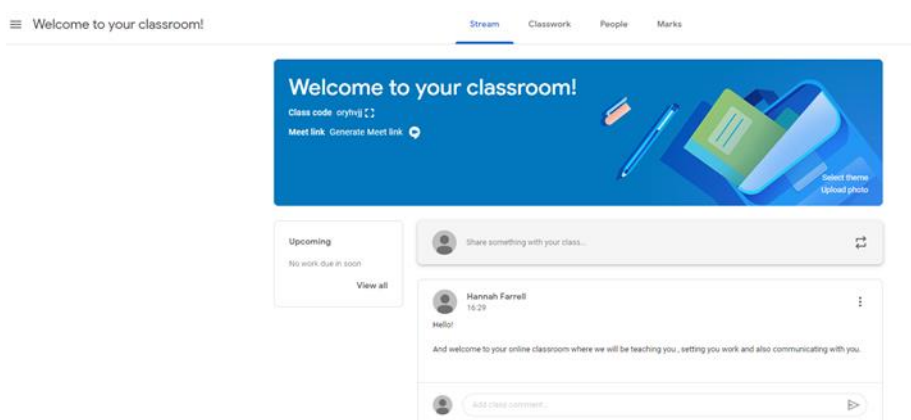
Step Three

Click on and enter the email address and password from the login card your child has been given.



The image shows the Google Classroom landing page and a sign-in form. On the landing page, the text reads: "Get more time to teach and inspire learners with Classroom" and "free and easy tool helping educators efficiently manage and assess progress, while enhancing connections with learners from school, from home, or on the go." There are two buttons: "Get G Suite for free" and "Go to Classroom". A green arrow points from the "Go to Classroom" button to a sign-in form. The sign-in form has the Google logo and "Sign in" text, followed by "Use your Google Account". There is an input field for "Email or phone", a "Forgot email?" link, and a "Next" button. At the bottom, it says "English (United States)", "Help", "Privacy", and "Terms".

Step Four



The image shows the Google Classroom interface. At the top, it says "Welcome to your classroom!" with a hamburger menu icon on the left and "Stream", "Classwork", "People", and "Marks" tabs on the right. Below this is a blue banner with "Welcome to your classroom!" and "Class code: oytm3 C2". There are links for "Meet link", "Generate Meet link", "Select theme", and "Upload photo". Below the banner is an "Upcoming" section with "No work due in soon" and a "View all" link. To the right is a "Stream" section with a "Share something with your class..." input field. Below that is a message from "Hannah Farrell" at 10:29 saying "Hello! And welcome to your online classroom where we will be teaching you, setting your work and also communicating with you." At the bottom is an "Add class comment..." input field with a send button.

You have now gained access to the Google Classroom for your child!

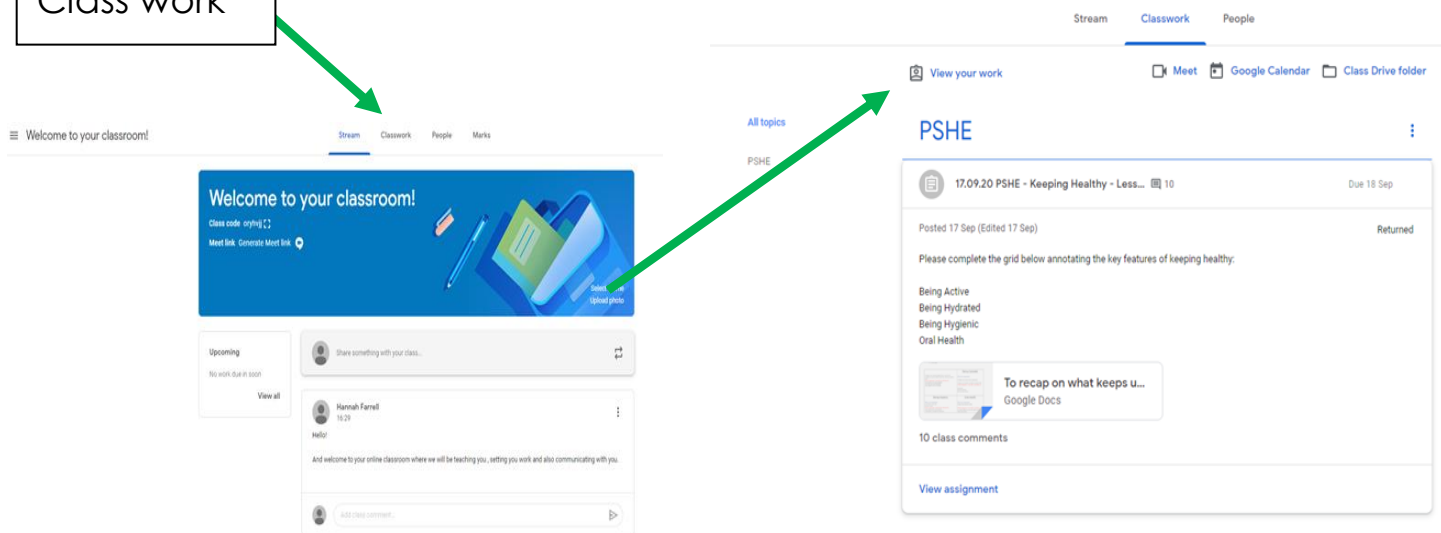
Your class teacher will use the classroom to:

- Upload work for your child to complete. It will be marked and returned through the classroom.
- Send links to useful learning resources
- Share school messages
- Attend live teaching sessions using the meeting link provided.

Google Classroom Pupil Work

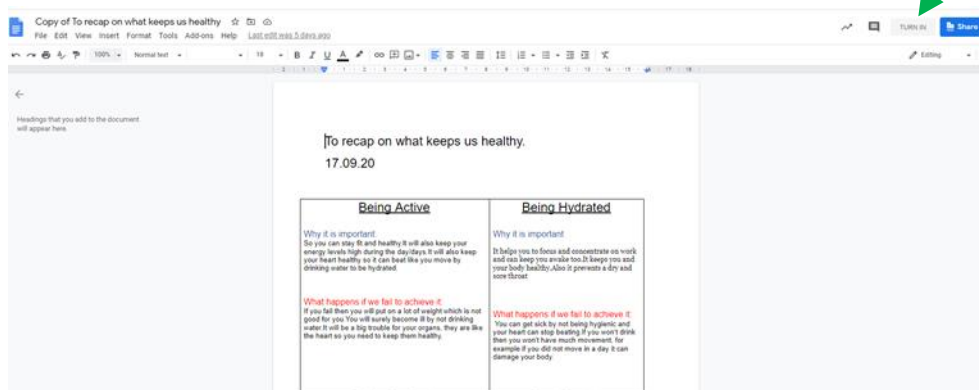
Notifications of class activities will be visible on the Google Classroom main page. Pupils (or parents on behalf of younger pupils) can comment on this main page but they cannot post.

Class work



The screenshot shows the Google Classroom interface. On the left, there is a 'Welcome to your classroom!' banner with a class code and a 'Meet link' button. Below this is a 'Classwork' tab with a 'PSHE' assignment titled '17.09.20 PSHE - Keeping Healthy - Less...'. The assignment is due on 18 Sep and was posted on 17 Sep. The assignment content includes a list of topics: 'Being Active', 'Being Hydrated', 'Being Hygienic', and 'Oral Health'. There is a 'To recap on what keeps u...' Google Docs link and a 'View assignment' button. A green arrow points from the 'Class work' text to the 'Classwork' tab, and another green arrow points from the 'Classwork' tab to the assignment card.

Once a piece of work is completed, the pupil needs to click on '**Turn In**' so the work is sent to the teacher to mark. Once marked, the teacher will return it back to the pupil.



The screenshot shows a Google Docs document titled 'Copy of To recap on what keeps us healthy'. The document content includes a heading '[To recap on what keeps us healthy. 17.09.20]' and a table with two columns: 'Being Active' and 'Being Hydrated'. Each column contains text about the importance of being active and hydrated, and what happens if you fail to achieve it. A green arrow points from the 'Turn In' button in the top right corner of the document to the text in the box above.

When delivering a **live lesson**, a link will be made available on the Google Classroom page for pupils to access. When attending a live teaching session, pupils must:

- Blank their screens
- Mute their microphones
- Follow teacher instructions during the live teaching
- Ask questions using the comments tool.
- Leave the meeting once the teacher has announced the live lesson is over.

If there are any questions please contact the school office@laurelsprimary.co.uk