



Google Classroom Cheat Sheet

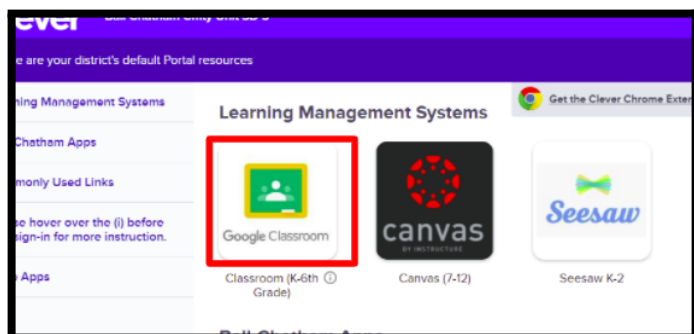
FOR STUDENTS AND PARENTS



What is Google Classroom? Google Classroom is an awesome Learning Management System we will be using this year in grades 3-6. Some younger grade levels may also be using Google Classroom. [Video - Student Overview of Classroom](#).

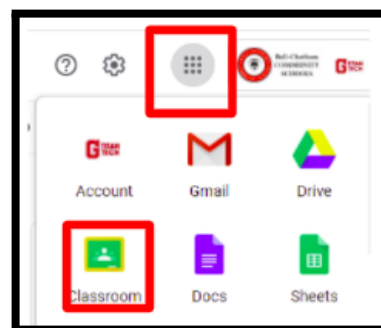
How do I get into Google Classroom?

Clever Dashboard



Clever will be launched as a pop-up tab anytime you log onto a Chromebook. There will also be an extension you can access to get back to the Canvas Launch Page. ***THIS WON'T BE AVAILABLE UNTIL AFTER ALL SCHEDULES ARE RELEASED.**

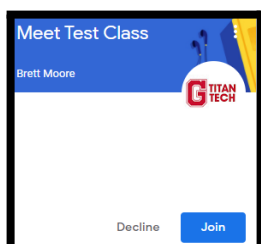
The Google Waffle Menu



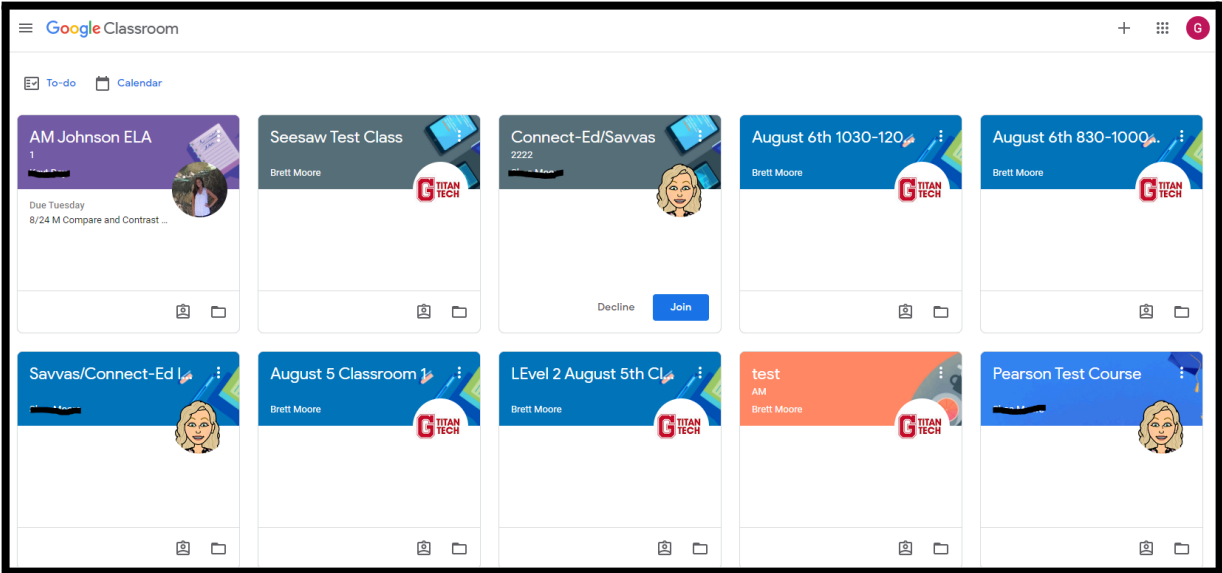
Direct Link - When signed into your Google Account you can also go to classroom.google.com to find your Google Classroom.

Join a Google Classroom - Your teacher has two ways to invite you to Classroom.

- Option 1 - Your teacher will give you an access code to join their class. You will go to classroom.google.com and push the $+$ on the right hand side of the page and type in the access code to join.
- Option 2 - Your teacher may invite you by adding your email address. When you go to classroom.google.com you will see a course with a Join Button.



Classroom Landing Dashboard - After you are in Classroom you will see all your courses. If you click on one of the classes it will launch you into your Classroom. Don't worry you won't have this many classes.



Navigating Within a Course - Classwork Tab

A screenshot of the Google Classroom Classwork Tab interface. The interface shows a sidebar on the left with a list of days of the week and a 'Week of 8/31 - 9/4' option. The main area displays a list of assignments and activities organized by day. Callouts are present: 1 points to the 'Classwork' tab in the top navigation bar; 2 points to the 'Monday' header in the sidebar; 3 points to a 'Test Assignment' card with a due date of 'Due Aug 28'.

1. Most of the time in Classroom students will be in the Classwork Tab.

2. The Classwork Tab will be organized by the day of the week. There will also be Week Of... Topics for past weeks activities.

3. If there is an assignment it will have a Due Date attached.

Navigating Within a Course - Stream Tab for Google Meet

1st Hr. Geography Moore

1 Stream Classwork People

1st Hr. Geography Moore

Meet link <https://meet.google.com/lookup/cwjr2xcjde> 2

1. To access the Google Meet Link in Classroom select the Stream Tab.

2. Join the Meet through the link. If your teacher isn't on yet it will keep you in the waiting room.

Completing an Assignment in Classroom

Stream **Classwork** 1 People

View your work Meet Google Calendar Class Drive folder

Thursday Lesson Plan Posted 7:56 AM

Monday

Test Assignment 2 3 Due Aug 28

Posted Sep 24, 2019 (Edited 7:12 AM) Assigned

Rubric: 2 criteria • 6 pts

GoGuardian Student One... Google Docs

View assignment

1. From the Classwork page you will see activities and assignments.

2. Click on an assignment and then open it up.

3. One way to differentiate what is an assignment and what isn't is assignments will have a due date.

Completing an Assignment Continued

The screenshot shows a Google Classroom assignment interface. At the top, there's a browser bar with tabs for 'Support C...', 'Online Resources', 'Frequent Docs', 'chatham-schools |...', 'SiriusXM Streaming...', and 'Teacher Tech'. Below the browser bar, the document title is 'Prompt 1' with a star icon and a cloud icon. The text 'Last edit was seconds ago' is visible. A red box highlights a yellow circle with the number '5' and a 'TURN IN' button. The main content area has a red box around the prompt: 'Please complete the following prompt: In what way(s) did Billy win the bet with the Pritchards? In what way(s) did he lose it?'. A yellow circle with the number '4' is positioned below the prompt. On the right side, there's a text box explaining the process: 'The assignment will open up. 4. The student will complete the assignment by typing on the Google Document. 5. When done the student will TURN IN the assignment. When you select this box it will ask you again if you want to TURN IN and you need to select yes.'

Please complete the following prompt:

In what way(s) did Billy win the bet with the Pritchards? In what way(s) did he lose it?

4

5

TURN IN

Share

The assignment will open up.

4. The student will complete the assignment by typing on the Google Document.

5. When done the student will TURN IN the assignment. When you select this box it will ask you again if you want to TURN IN and you need to select yes.

PARENTS - Google Classroom does not have a parent portal. If you want access to your child's Google Classroom they will need to login and show you.