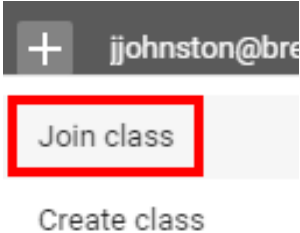
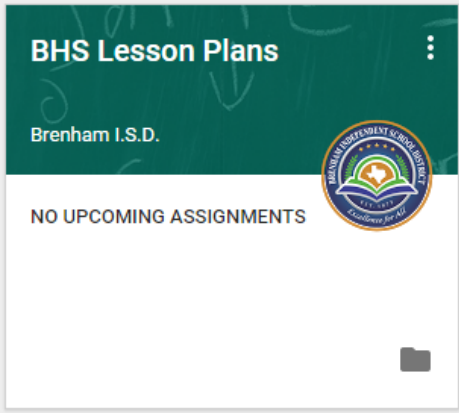
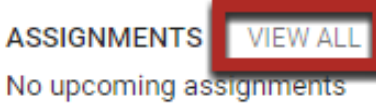
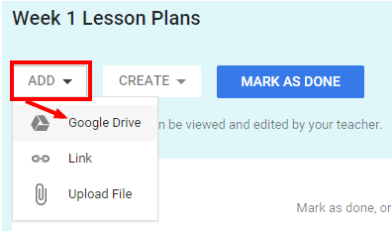



Submitting BISD Lesson Plans via Google Classroom

Step 1	Step 2	Step 3
<p>Step 1: Join the Google Classroom for your campus.</p> <p>YOU WILL ONLY DO THIS STEP ONCE!</p> <ul style="list-style-type: none"> Go to classroom.google.com. Click on +Join a class. Enter the code given to you by your Admin.  <p>Create class</p>	<p>Step 2: Find your Google Classroom each week.</p> <p>Go to classroom.google.com and click on the classroom for your campus.</p>  <p>Click on the name of the classroom (BHS Lesson Plans) to open it.</p>	<p>Step 3: Locate the current week to submit your weekly lesson plan.</p> <p>In the left sidebar, click on VIEW ALL next to assignments.</p>  <p>No upcoming assignments</p> <p>This will open a list of all weeks in chronological order.</p> <p>Click on the week you are submitting.</p> <p>You can submit for multiple weeks if your lesson plans are completed and ready in your Google Drive folder.</p>
Step 4	Don't forget...	Need more help?
<p>Step 4: Submit your lesson plan from Google Drive.</p> <p>Click on Add > Google Drive.</p>  <p>Find your lesson plan in the folder you created in your Google Drive.</p> <p>When your file is attached, click on Turn In.</p> 	<ul style="list-style-type: none"> Lesson Plans are due by 8:00 am Monday morning each week. You must be the owner of the file to turn it in. Plans submitted after 8:00 am will be marked as DONE LATE. You can unsubmit and resubmit anytime before 8:00 am Monday morning without being marked as DONE LATE. You can turn in multiple preps at once. 	<p>You can find more information (training videos, cheat sheets, etc) at www.bisdwired.net under the Resources tab.</p> <p>Find the training video for this cheat sheet at goo.gl/yL6hkl.</p> <p>Contact the Instructional Technology Specialist on your campus for additional help or training requests.</p> <p>AES, BES, KES, ECLC - Tom Spall BMS, BJH - Troy Kuhn BHS, BAS, CO - Brittnei Knebel</p>