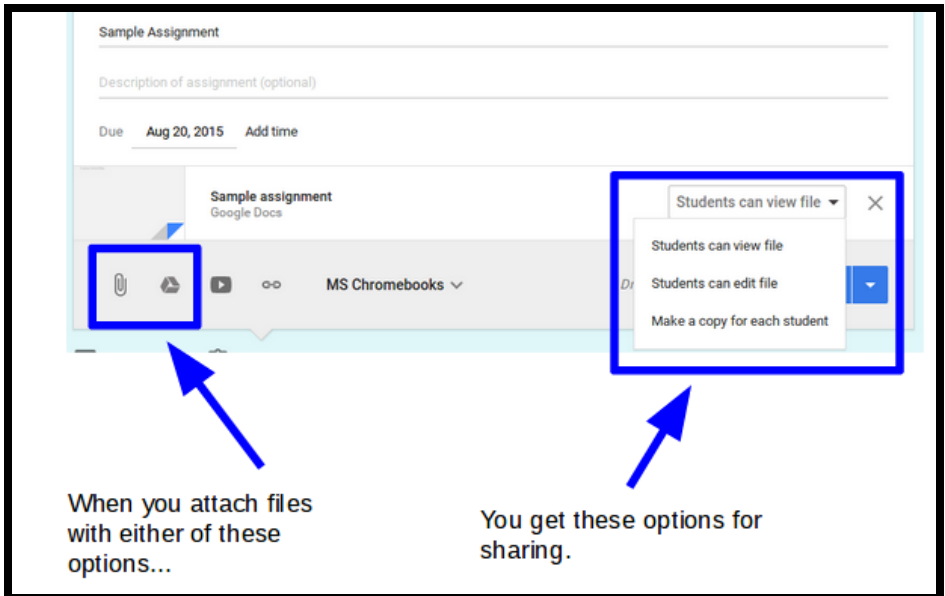


Google Classroom: 3 Ways to Get Files to Students

On any new Assignment, you have options for attaching resources and ways to share them.

You might wonder:

- If the teacher edits the file after assigning it, will changes show up for the students?
- Can students change the document? If so, who will see the changes?
- What will the students Turn In to you when completed?



The answers depend on the option you choose from the dropdown menu shown above. Here is each case:

Students can view file

- This option works for all files such as directions, articles, pictures, etc.
- Students can't change the file.
- They could make a copy if they needed to.
- If you edit it later students always see the latest version in Classroom.
- They can't turn it in. It probably would include instructions for what they do need to create and turn in.

Students can edit the file

- Choose this only if it's a Google Doc, Slides or Sheets file and you want everyone editing that same file.
- Not only will students see your changes, but they'll see all changes made by the class too.
- You probably wouldn't have them turn this in. Since you own it, the latest updated version will already be in your Drive.

Make a copy for each student

- Use this option with Google Docs, Slides or Sheets files that students need to fill in or complete.
- This option will not be available if you return to a posted Assignment and attach a file. You have to do it when you first make the Assignment.
- When you first Assign the Assignment, a snapshot of your document is created. It's called a Template.
- As soon as students open the Assignment, a copy of that Template is created in their Drive.
- They are the owner of that copy and they'll find it on their My Work page.
- You can see their copy in the Classroom folder (and appropriate subfolder) in your Drive.
- If you change your original document, it won't change theirs. You technically could change the Template, but anyone who might have already opened their assignment won't get the changes.
- They have to click the Turn In button to mark the assignment Done. When they do, you become the owner and they cannot edit it unless they Unsubmit it or until you Return it.