



## Grackle Workspace for CCPS

### What is Grackle Workspace?

Grackle Workspace is a handy helper for Google Docs, Sheets, and Slides that makes it easy for teachers to ensure their digital classroom materials are accessible to every student. It acts like a friendly "accessibility coach," scanning your lessons for things like missing image descriptions or tricky fonts and showing you exactly how to fix them with just a few clicks. With Grackle, you can feel confident that your PDFs and handouts are ready for all learners, helping you meet classroom standards without the extra stress.

### How do I access it?

Grackle Doc, Sheets, and Slides are located in the "Extensions" menu in Google Docs, Sheets, and Slides.

1. Open a Google Doc, Sheet, or Slide.
2. Click on "Extensions" in the menu area.
3. Click on Grackle (Docs, Slides, Sheets) to launch the accessibility checker.

Please note that you *may* have to grant permissions to Grackle when you launch it for the first time.

### How do I use it?

Please watch this [introductory video](#) and reference this [user guide](#) for a tour of the app. If you have additional questions or need further assistance, please contact your Instructional Designer.

Chesterfield County Public Schools is committed to sharing content that allows individuals with disabilities an equal opportunity to use & understand provided information. Visit our [public facing website](#) to learn more about what CCPS is doing to meet this commitment.