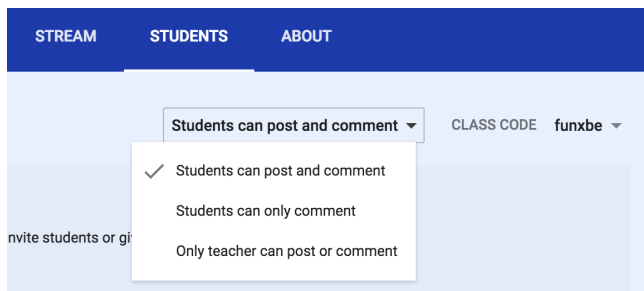


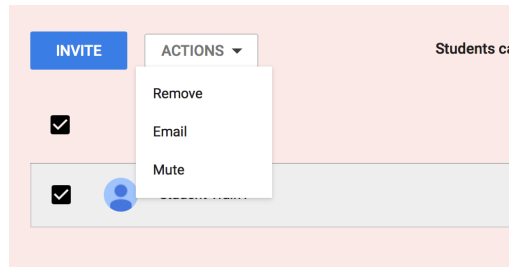
Google Classroom

Help Site: <https://support.google.com/edu/classroom/?hl=en#topic=6020278>

1. Getting to Google Classroom (www.classroom.google.com)
2. Joining a class - how students would join
 - a. Inviting Students to your class
 - i. Email
 - ii. Code
3. Creating a Class (+)
4. Change the theme or view at the top of your class
5. Add Students
 - a. Set parameters for students to allow them to post/comment/or both



6. Remove Student from a class
 - a. Select student/s, then click on Actions

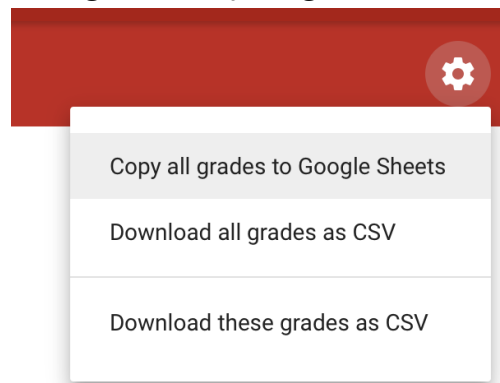


7. Invite other teachers to have access to your class as collaborators.
 - a. Click on the About tab of your class, then click on invite and enter the teacher's email address.

Creating within Classroom

8. [Announcement](#) - Announcements are helpful for notices or reminders in your class stream.
 - a. [Setting permissions for student posts](#)
 - b. Muting a student post
 - c. See deleted posts
9. [Creating an assignment](#)

- a. Editing all in the same document (**edit file**)
 - b. Making a **copy for each** student - automatically adds their name to the end of the document.
 - c. Assigning it to post at a later date
 - d. Editing and deleting an assignment
 - e. Students marking the assignment as Done
10. View, grade, return assignments
 - a. View under done and not done
 - b. Grade - Changing point value of assignments.
 - c. Return - Select person and click on return / can add a comment to send to student.
11. emailing a student
12. Downloading a CSV of your grades



Student View

1. Student signing in
2. Adding a class
3. Post to class stream
4. sending email
5. Viewing Assignments
6. Complete an assignment
7. View returned assignment

Google Forms and using Flubaroo to grade

1. Use video to answer [Did You Know 2016 Form questions.](#)
2. How to see responses
3. Adding Flubaroo Add On
4. Applying Flubaroo to your Form.