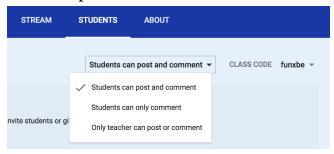
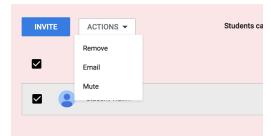
Google Classroom

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

- 1. Getting to Google Classroom (<u>www.classroom.google.com</u>)
- 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

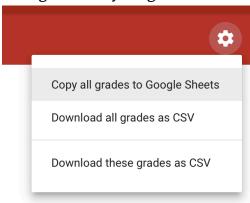


- 7. Invite other teachers to have access to your class as collaborators.
 - a. Click on the About tab of your class, then click on invite and enter the teacher's email address.

Creating within Classroom

- 8. <u>Announcement</u> 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.