Student Quick Guide to Google Classroom

Access by going to:

Classroom.Google.com

Log in using your gssdschools.ca email

Google Classroom will be where assignments, links, and other tasks will be posted. You will need to become familiar with Google Classroom and submit your work to the Classroom to be assessed.

Class Screen

Sample Class
Classroom Teacher
Period 2

classroom19@t.sfusd.edu

STREAM CLASSMATES ABOUT

ASSIGNMENTS VIEW ALL

Share with your class...

DUE TOMORROW
#013 Add a Slide

ASSIGNMENT 11:34 AM

#013 Add a Slide
For your research project, identify your thesis statement.
Add a slide to this collaborative Google Slides Presentation and insert your thesis statement.

DUE TOMORROW
OPEN

1. Click the 3 lines (upper left) to go back to the class tiles screen.
2. Click on the envelope icon to email your teacher.
3. View a list of all assignments.
4. Click "Upcoming Assignments" to view details and submit.
5. View the list of announcements, assignments and class comments in the stream.
6. View a list of your classmates.
7. The about tab contains information about the class. Possibly links to syllabus, office hours, or a welcome video.

The "Classwork" section where you will find all assignments. They will be broken down by units or topics of study.
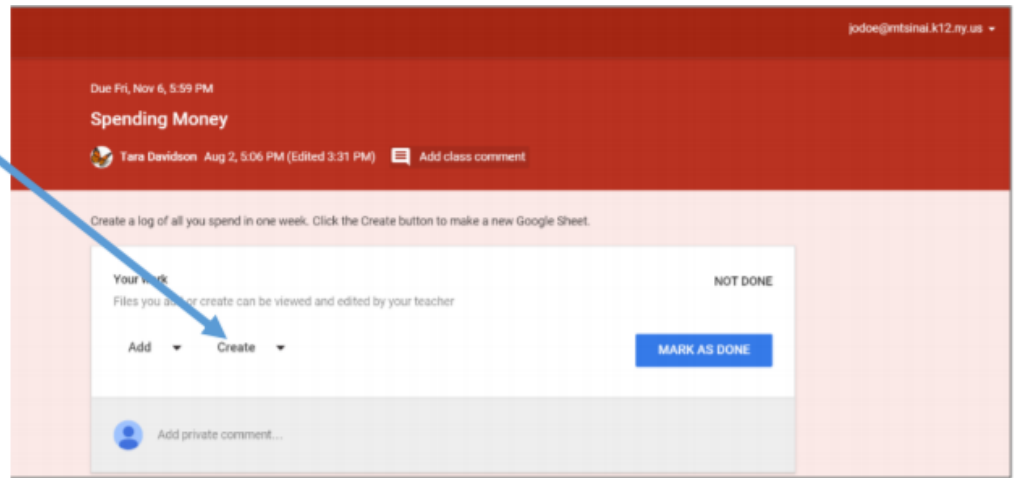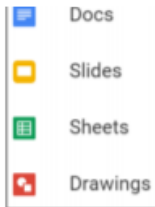
Check here for due dates

Stream Classwork People Grades

☐ Meet 📅 Google Calendar 📁 Class Drive folder
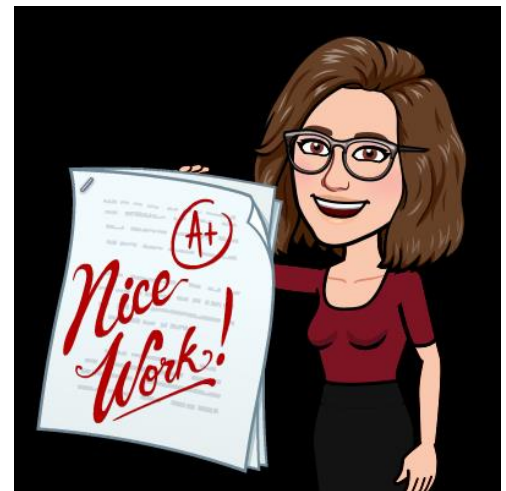
Adventures

You can click CREATE to make a file for the assignment you have been given. It will automatically create a file using the name of the current assignment + your name. The following options show up:

**It is recommended that you follow this path to create your assignment, so that I can help you with edits, etc. as you work on your assignment.

Assignment Submission Screen

#014 Submit Research Project Rough Draft — DUE TOMORROW

ADD ▾   CREATE ▾   MARK AS DONE   NOT DONE

Files you add or ...nd commented on by your teacher.

Document
Presentation
Spreadsheet
Drawing

Mark as done, or attach work to turn in.

Add private comment...

1. If the teacher has not attached a template document for you to complete you can simply "Mark as done" by using the blue button if no document submission is needed.

2. Submit a collection of Google documents from your Google Drive, video files, links to websites, Office documents or other files. There is not a limit to the number of attachments you can submit for one assignment.

3. Create Google documents right from Google Classroom. The file will automatically be shared with the teacher and placed in your Classroom folder in Google Drive.

It needs to be handed in to get graded!

You will likely be prompted more than once to "Turn In" – make sure you click yes!

Turn In Files

#015 Research Paper Edits — DUE TOMORROW

ADD ▾   CREATE ▾   TURN IN   NOT DONE

Files you add or create can be viewed and commented on by your teacher.

Research Project Template - Classroom User 19
Google Docs

Add private comment...

If the assignment has files to submit the "Mark as done" button is shown as a "Turn in" button. Additional files can be added or created right in Google Classroom to submit.