

Google Classroom Directions for Parents 4th-8th grade

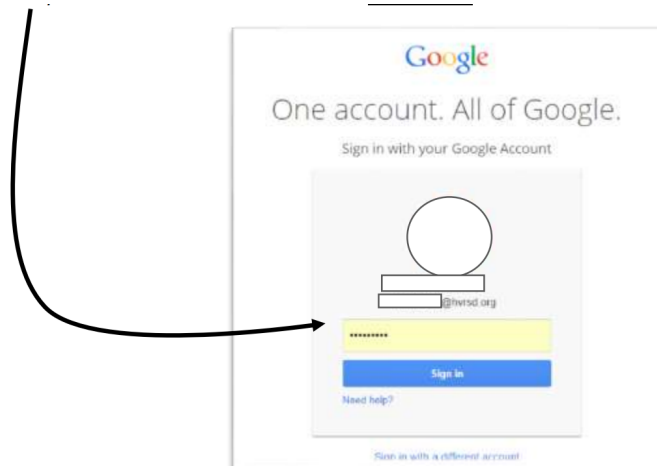
HOW TO SIGN-IN TO YOUR GOOGLE ACCOUNT (skip ahead to the next direction set on page 2 if you only need help with navigating within Google Classroom):

1. 1a. If using a school iPad, sign in with your Apple ID and then login to your Google Classroom, (which is already set up on the device) and skip to STEP 3.

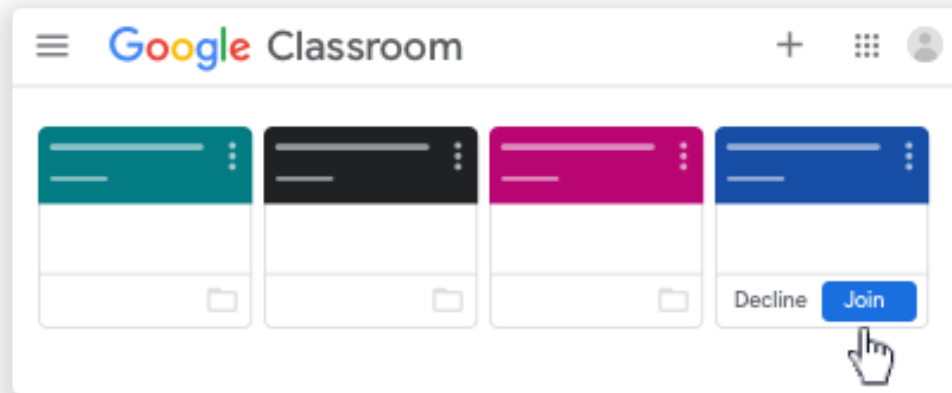
1b. If using a HOME device, using your internet browser (Google Chrome will work best for this), go to classroom.google.com. You may be directed to log into an account instead of reaching the classroom screen. If you reach the screen, skip to STEP 3.



2. You **must be logged into your child's olgcp parish Google account** in order to access any Google classroom. Click "Sign In" in the top right hand corner if you are currently not signed into any google account. If you are on another Gmail account, you will need to sign out of it and log in with your child's olgcp parish Google account. Your child's homeroom teacher will be giving you a sheet with their username and password.



- Once you are logged in and on the classroom.google.com site, your teachers should have inputted your into the Classroom. Confirm joining the class by clicking the “join” button (see below).

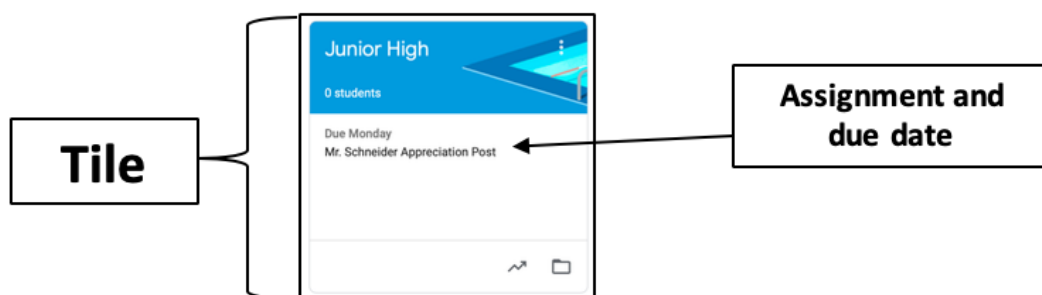


- The classrooms that you are now joined to will now be one screen. The next time you use classroom.google.com, this will be the “home screen”.

DIRECTIONS FOR NAVIGATING WITHIN THE CLASSROOM:

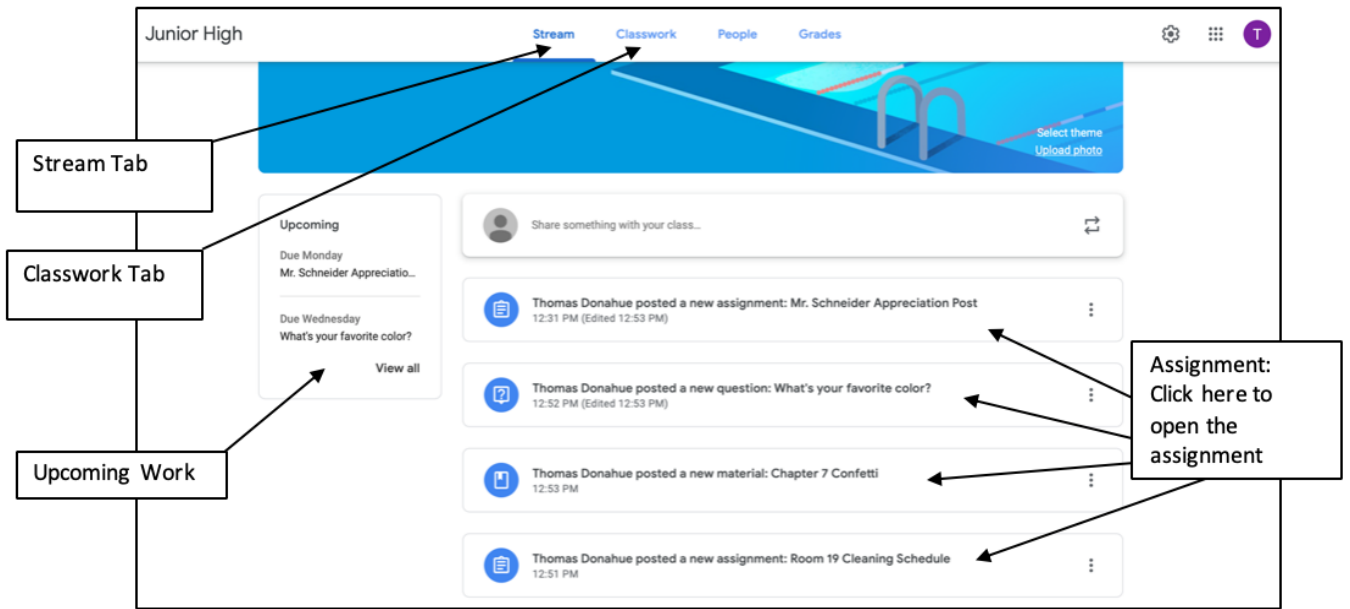
**example shown uses Jr. High Classroom images. If your child is in grades 4-6, the images will look similar, but with their teachers' names and classes.*

- Each student's homepage in Classroom will have square tiles with the names of students' classes on each. Example-Seventh grade should have four tiles (Science/Social Studies, ELA, Math, and Religion). 4th grade will have one main tile and subject folders within it. (see below)

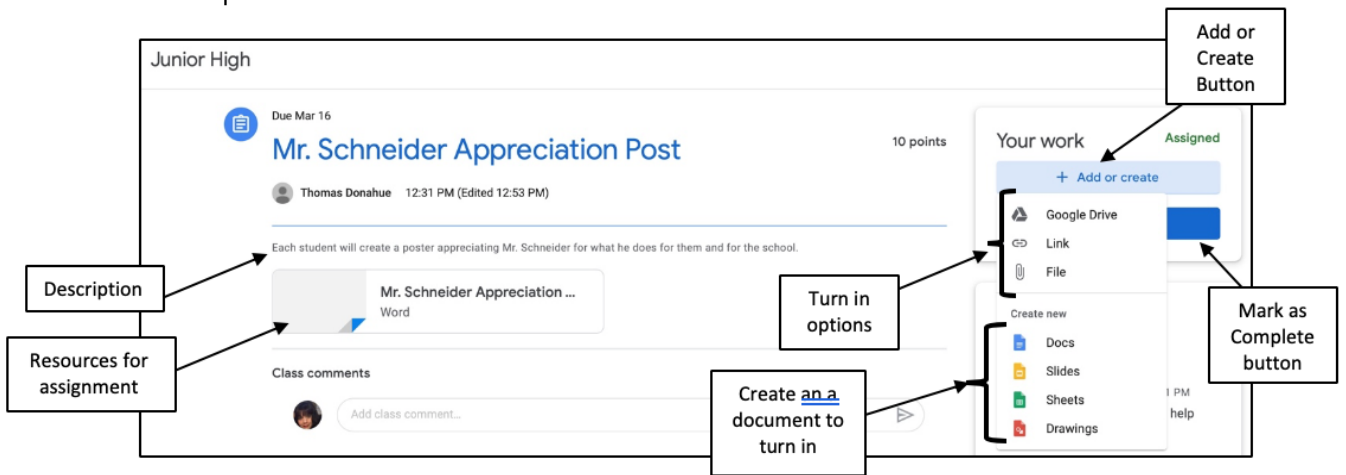


- When a student looks at the tiles on their homepage, the tile should have a list of upcoming assignments for that class. This will help students to visualize exactly what they need to focus on each day (see above).
- When students click a tile and enter a class, their page will be a feed (Stream tab) of everything that the teacher and that their classmates have posted over the last few days.

Students can find the assignments on the left side of the screen under “Upcoming” or by clicking the Classwork tab at the top of the page. (see below for Stream page)



- When you open an assignment, the description, point value, and any resources needed will be available on that page. When you are ready to create the assignment or are ready to submit the assignment, click “Add or Create” in the upper right hand corner. Adding a file, Drive document, or link, whichever is required to complete the assignment, will submit the assignment to the teacher. (see below)



- After you have completed and submitted any resources that need to be submitted, click the “Mark as Complete” button. (see above)

Other helpful Information & Resources for Parents/Students:

- For step by step directions for Students on how to access classwork and navigate Google Classroom, click here: <https://support.google.com/edu/classroom/answer/6020284>. This resource shows you how-to steps for a Computer, Android devices, and iPhone/iPad devices.
- For a nicely created handout on the basics of navigating Google Classroom, click here: <http://internet.savannah.chatham.k12.ga.us/schools/STEM/ipads/Shared%20Documents/Student%20Quick%20Sheet%20to%20Google%20Classroom.pdf>
- Here is a quick video for parents and students navigating a child's personal Google Classroom. <https://www.youtube.com/watch?v=xfgqtCi7hdo>
- **GOOGLE CLASSROOM SCHOOL CONTACTS:** Students in Jr. High who have difficulty with using the Classroom, please contact Mr. Donahue ASAP (donahuet@olgcparrish.net) . Mr. Donahue will be coordinating with the other junior high teachers to help them address any issues that may arise. Mrs. Nicholas (nicholasm@olgcparrish.net) will be the contact for grades 4-6. As always, our wonderful Technology Coordinator, Mr. Greg Budde (buddeg@olgcparrish.net), can be contacted for assistance using technology devices or to reset your Google Classroom password.