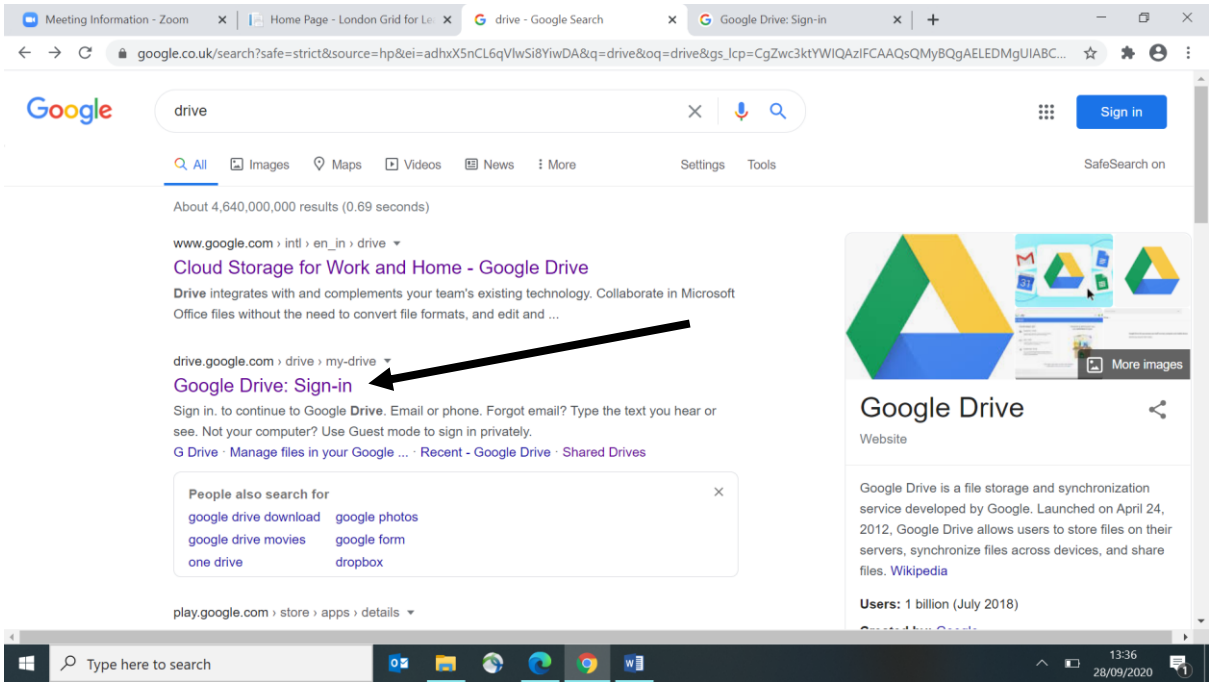
Using Google Classroom Instructions

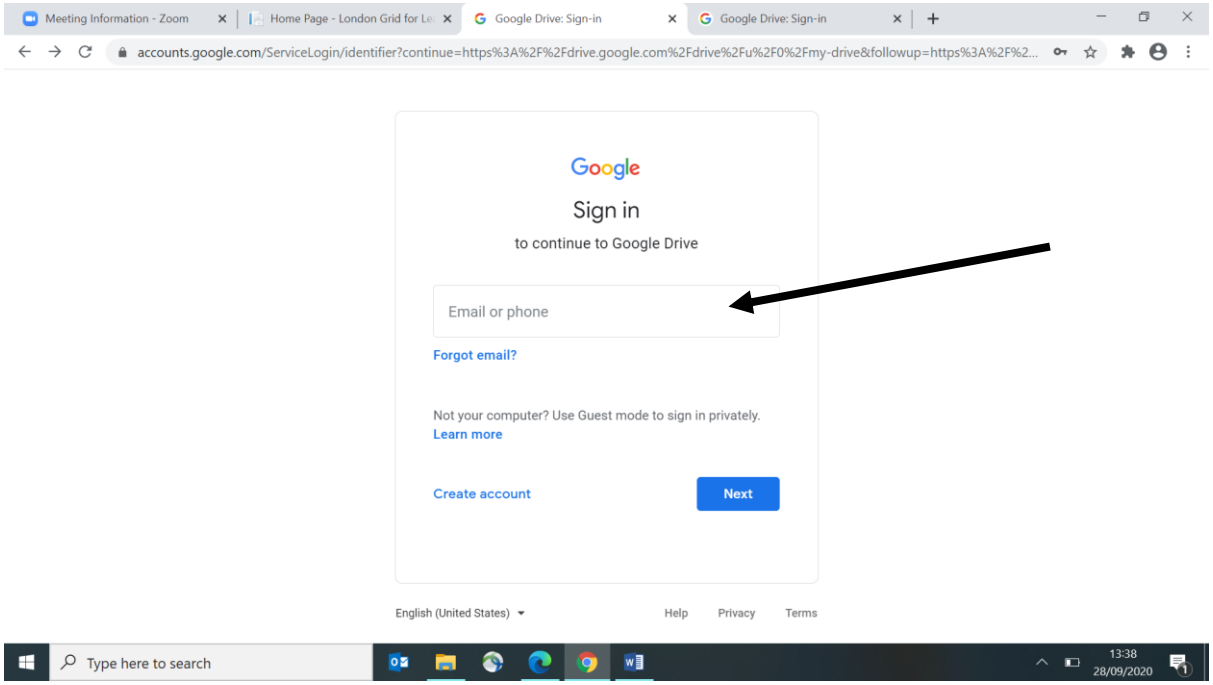
1, Search for Google Drive in a search engine and select the ‘sign in’ link



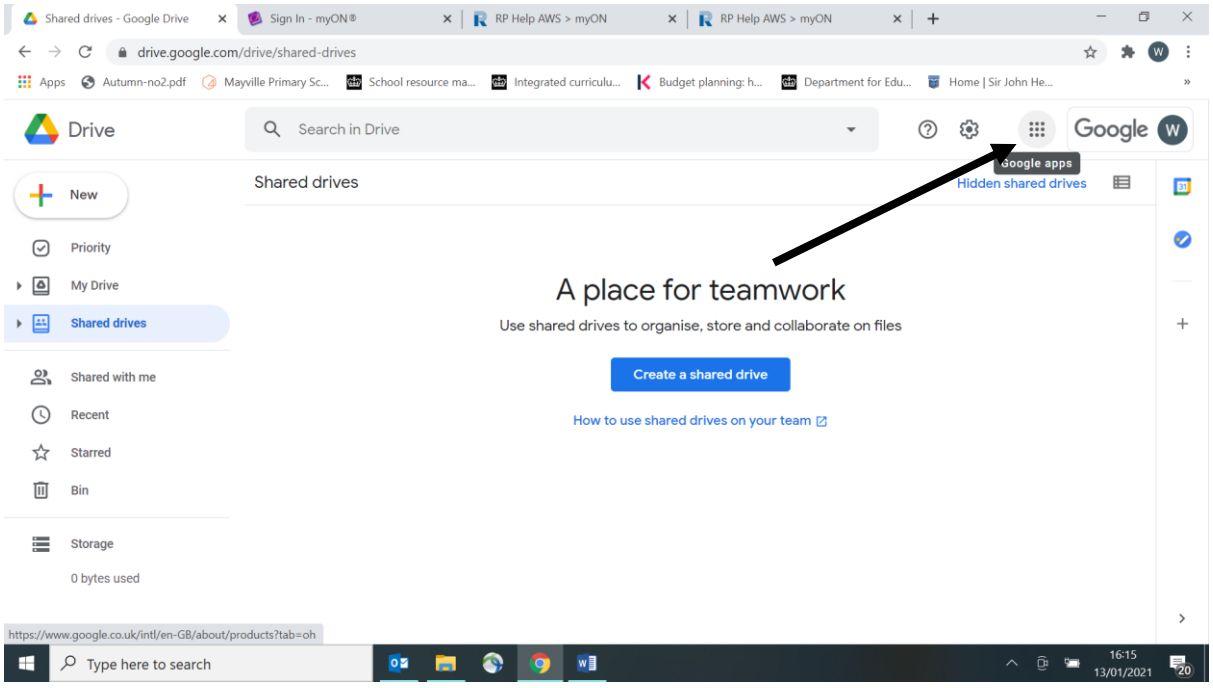
2, Enter your child's Google Drive email address which can be found in the back of their Homework Diaries – the email address will follow this format:

firstname.lastname@sjhps.org

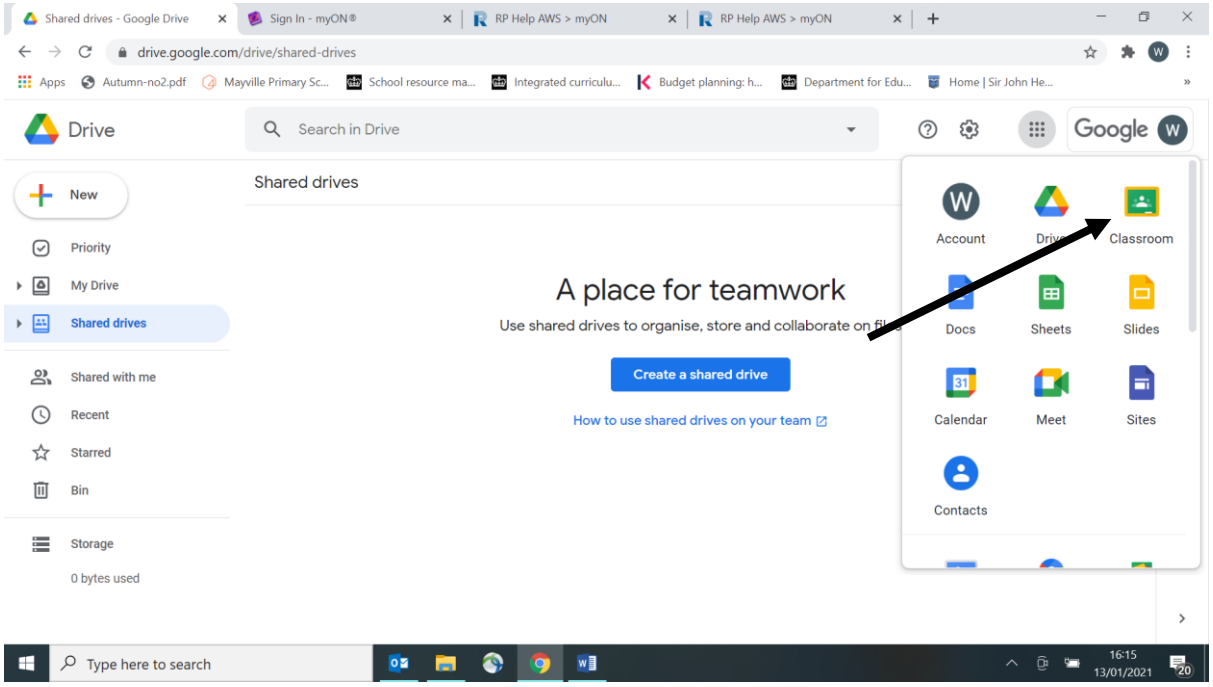
Press 'Next' and then enter their password.



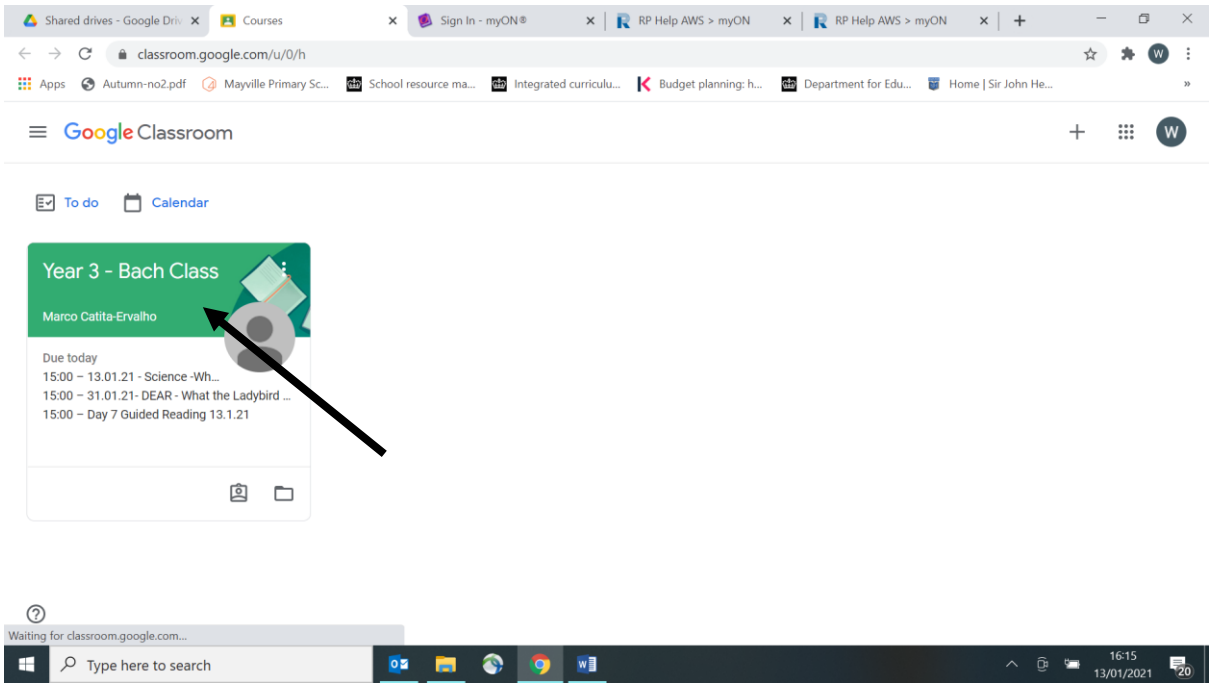
3, Next click on the waffle symbol at the top right of the screen:



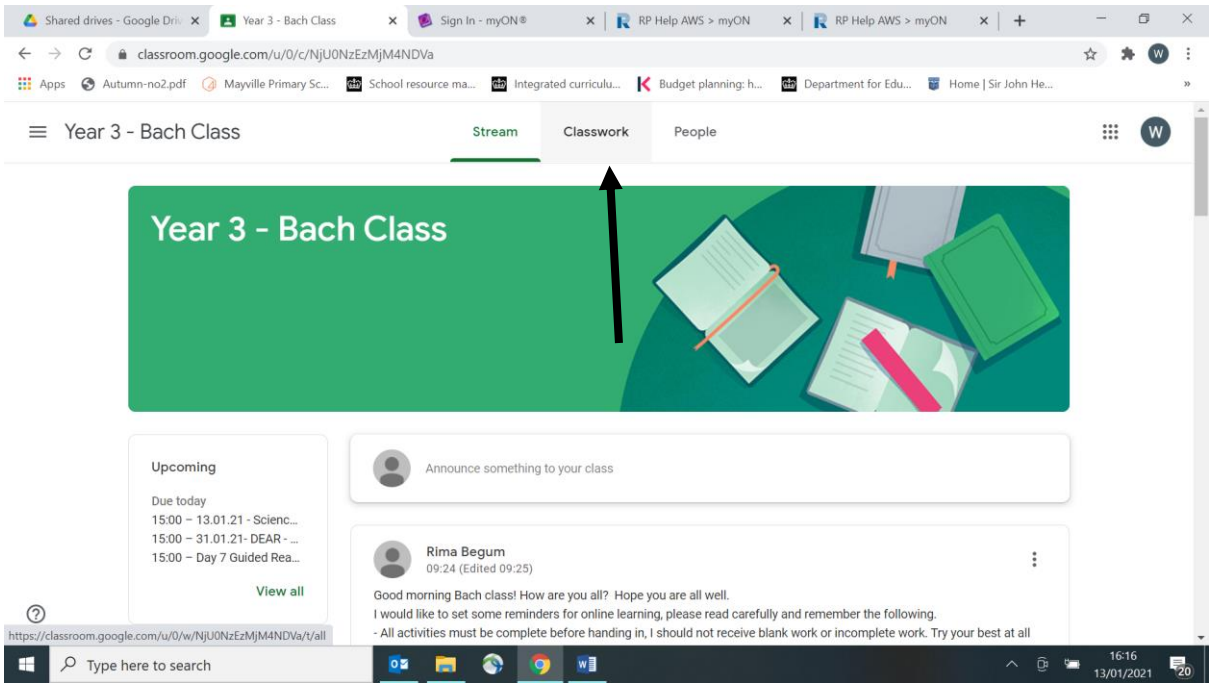
4, Select ‘Google Classroom’



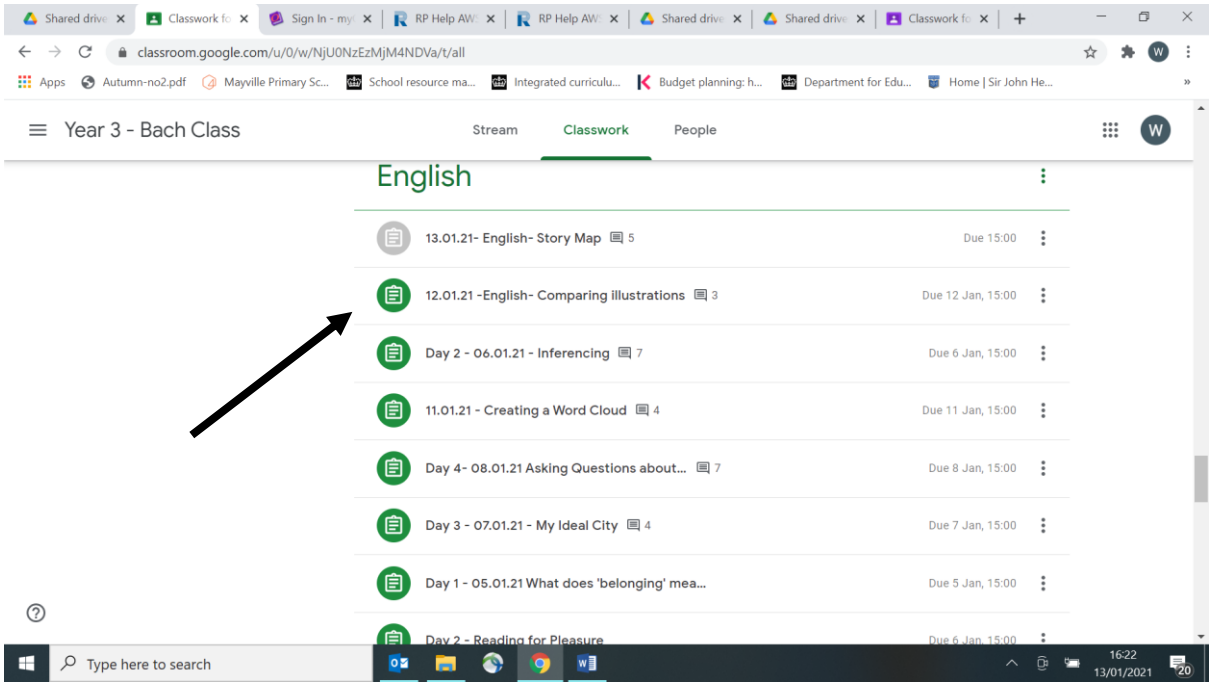
5, You then need to select your child's class:



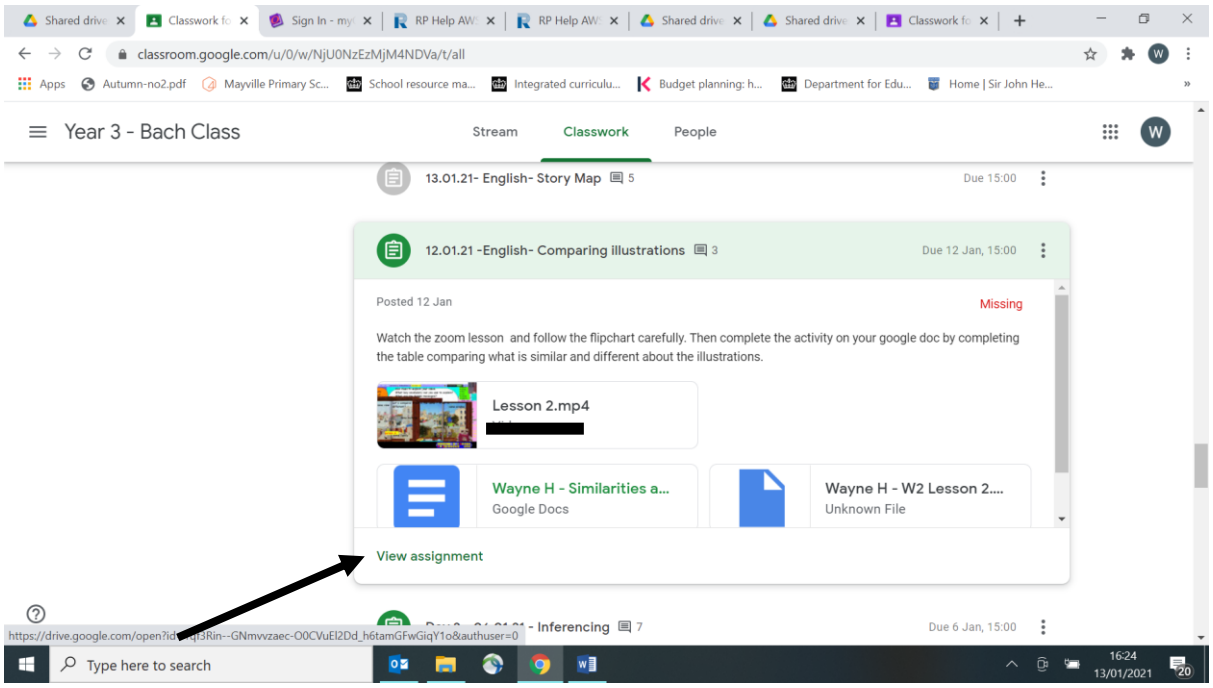
6, You then need to select 'Classroom' at the top of the screen – this is where teachers have put the lessons which children need to do each day:



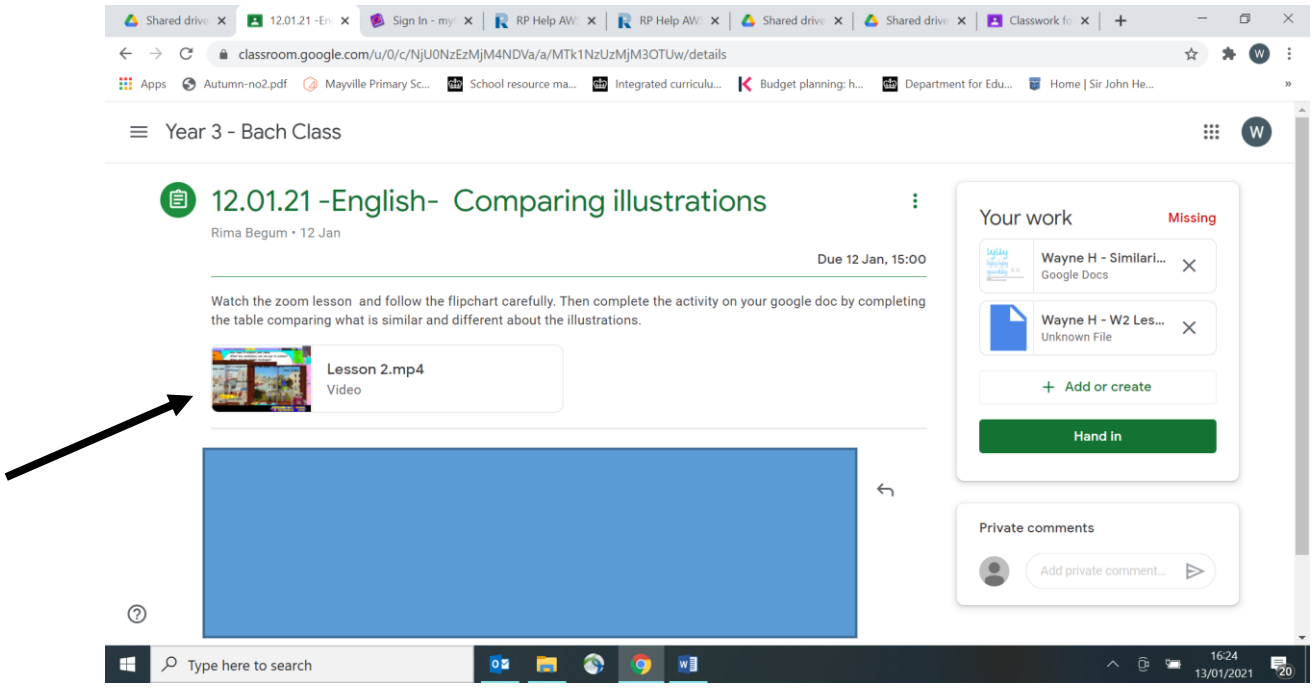
7, You then need to select the lesson children need to do:



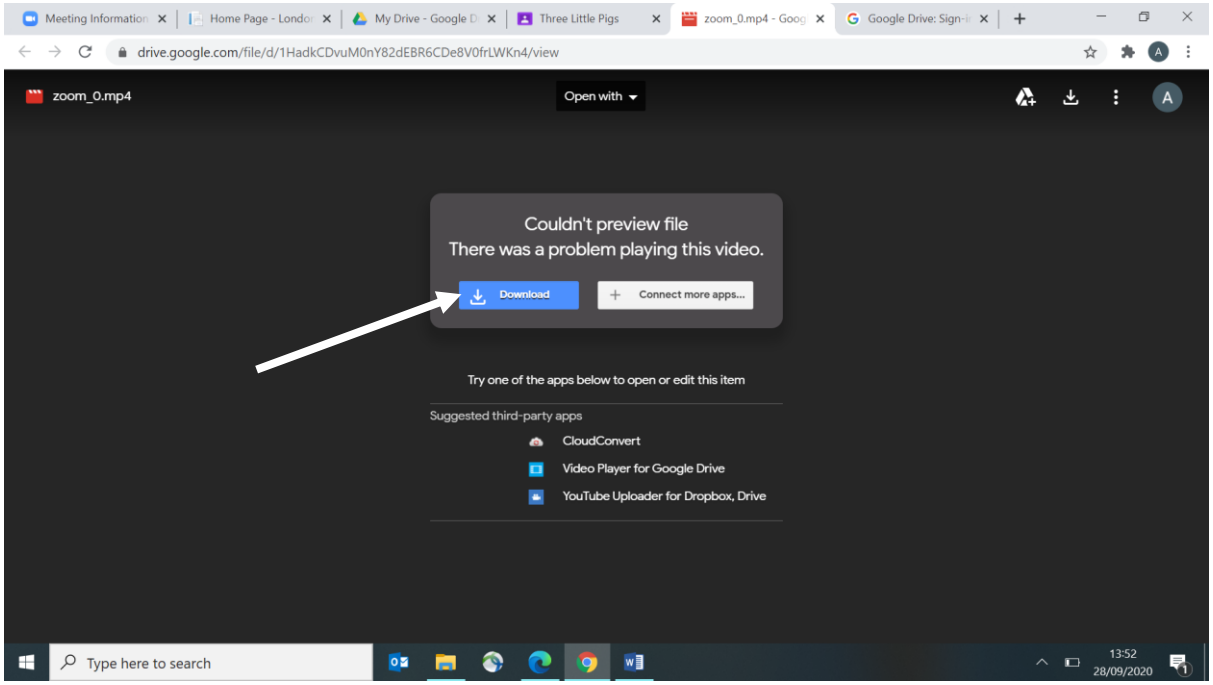
8, And then click on ‘View Assignment’ to open up the relevant lesson:



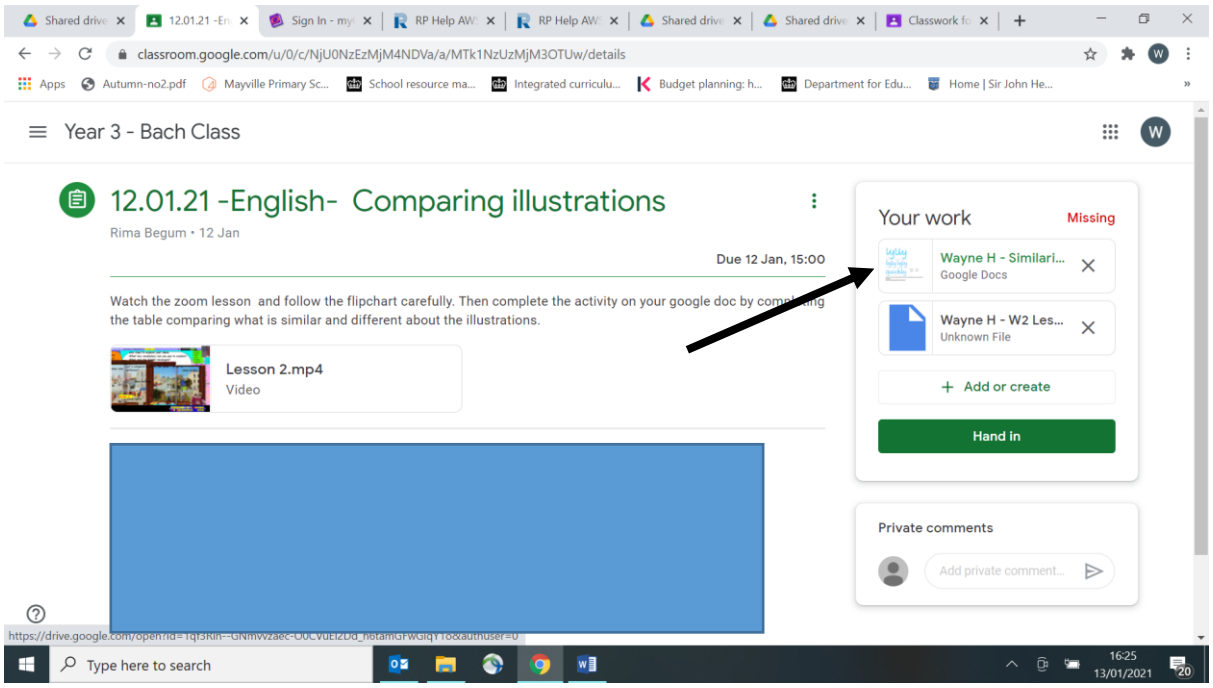
9, Children will have a video to watch for each lesson:



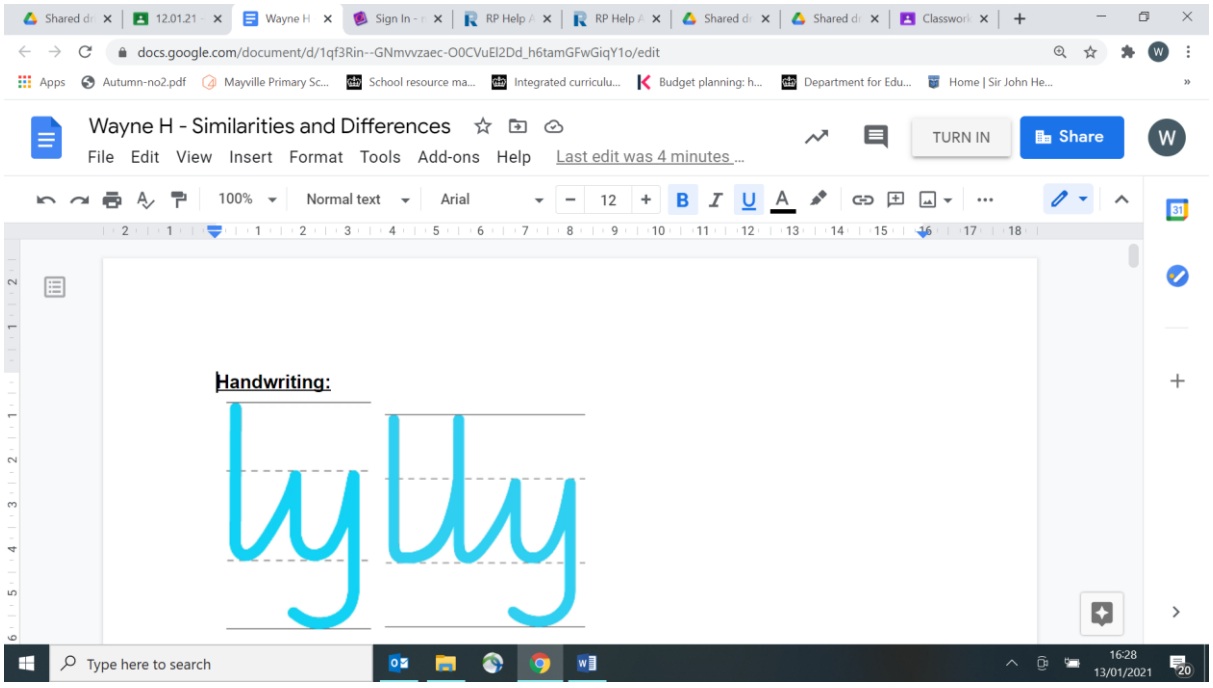
10, You may need to download the video in order to watch it:



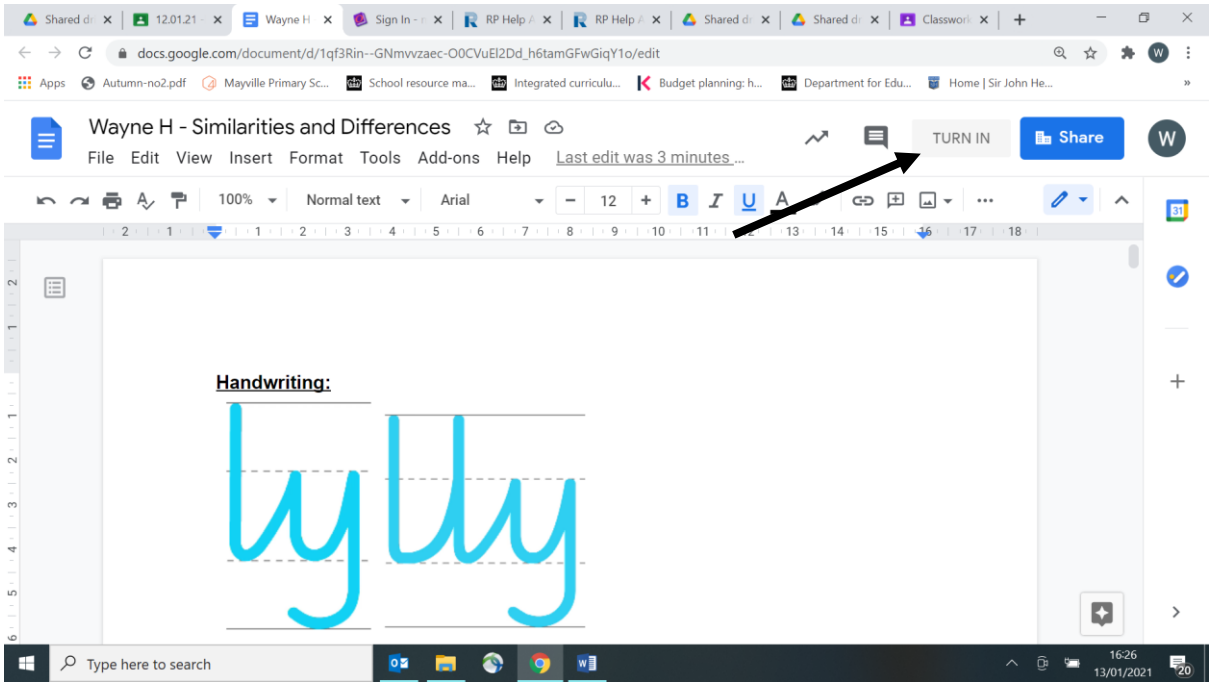
11, After watching the video, children will have to complete a follow up activity – to access the activity click on the Google Docs on the right hand side of the screen:



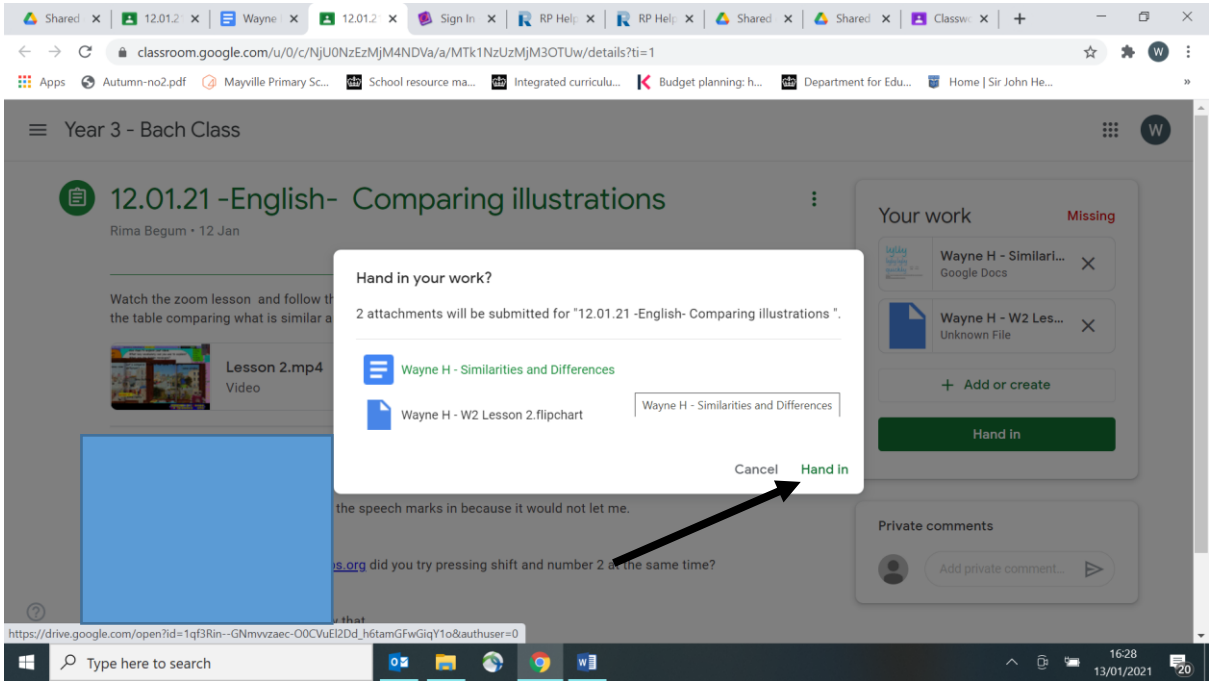
12, Children need to complete the follow-up activity which has been set up the teacher:



13, Once children have completed their work it should be submitted it to their teacher by pressing the grey ‘Turn In’ button at the top left of the screen:



14, On the next screen which will pop up select ‘Hand in’ to complete submission of the work:



15, Teachers will then mark children's work and children can log back in afterwards and see what their teachers have put on their work and can respond accordingly. Children will know when teachers have reviewed their work when it says 'Returned.'

And children can re-submit their work to their teachers pressing the 'Turn in' and then 'Hand in' button.

