Introduction to Google Classroom & Google Meet
Google Classroom 101

What is Google Classroom?

Think of Google Classroom (GC) as your child's digital link to learning.

Teachers use GC to share assignments, homework, newsletters and much more with students AND parents!
Google Classroom 101
K-5

- Open the Chrome Book
- Login: first_name.last_name@jpschools.org

Fun Fact: Some students have a number at the end of their name.

- Login to JPS network
- Login: first_name.last_name@jpschools.org
- Click NEXT and Enter the PW

Use a zero & then the lunch number/Clever ID
Example: 0123456

Fun Fact: All PWs are 7 digits. Some students might not need a leading zero!

Go ahead and login using your child's login credentials!
Google Classroom 101
6-12

- Open the Chrome Book
- Login: firstname.lastname@jpschools.org

Fun Fact: Some students have a number at the end of their name.

- Login to JPS network
- Login: firstname.lastname@jpschools.org
- Click NEXT and Enter the PW

The pattern: one capital letter, five lowercase letters, one number, and one symbol

Example: Dhfgaha1@

6-8th grade students will use the NEW PW in January. Use the student number until then.

Fun fact: Zeros and capital Os look similar. So do lowercase Ls and capital Is.
Google Classroom 101

Click on the Waffle in the right hand corner

Select the Google Classroom Icon
Google Classroom 101

Or click on the Google Classroom icon on the App Shelf.
The dashboard is where students will see all of their classes.
Students can join a Google Classroom two ways.
1. The teacher invites the student.
2. The student sees the Classroom and a join button.
3. The student clicks the join button.

TIP: If a student is already enrolled in the class, the join button will no longer be visible. To access the Classroom, they click anywhere on the Classroom.
Google Classroom Dashboard

Students can also join a Google Classroom using a Classroom code.
1. Click the plus
2. Select Join
Google Classroom Dashboard

Students can also join a Google Classroom using a Classroom code.

1. Click the plus
2. Select Join
3. Enter the Code provided by the teacher.

To sign in with a class code
- Use an authorized account
- Use a class code with 5-7 letters or numbers, and no spaces or symbols

If you have trouble joining the class, go to the Help Center article
Google Classroom Dashboard

Time to join your first class!

1. Click the plus
2. Select Join
3. Enter: adepufp

Who needs help?
You should see the JPS Parent Training Classroom on your screen.

Who needs help?
Google Classroom Features

The **Hamburger/Menu** gets you back to your other Google Classrooms,

**TIP:** Click Classes to see all the Classrooms on your dashboard.

**TIP:** Move to another class by clicking on the one you want.

The **Waffle/Rubik’s Cube** gets you back to any Google App like Docs, Slides, Drive, etc.

**TIP:** Move to another class by clicking on the one you want.

**Your turn:** Click on the Hamburger and move from class to class.
Google Classroom Features

There are three tabs within the Google Classroom:
1. Stream
2. Classwork
3. People

Your turn: Click the Stream Tab
Google Classroom Features

The **Stream** is similar to social media apps.

This could be: Announcements, reminders, changes to assignments or schedules, fun facts, school closures, etc.

**TIP**: Students can also post to the stream if teachers feel this is a feature their students are ready to use.

Any upcoming work and due dates are listed here.
Google Classroom Features

Your turn: Click on the **Classwork** Tab and your first assignment: **Assignment Types**

The **Classwork** tab is where students will find all assignments.
Google Classroom Features

Clicking the assignment will show you the basic instructions. To access your work, click View Assignment.

Your turn: Click on View Assignment.
Google Classroom Features

If a teacher requires work to be turned in, it will pop up under Your Work.

Instructions

Quizzes and other resources.
Google Classroom Features

This assignment has a Doc, a PDF, and a Slide to complete. To open Your Work, click on the individual box.

TIP: Do not click the “X”. This removes the copy made by the teacher. However, DON'T PANIC. You can always add or create the item you accidently closed. It is always in your Google Drive.

Your turn: Try opening each file.
Google Classroom Features

1. Once all the work is completed, click the **Turn In** button.

2. Students are prompted to make sure they are ready to turn in their work. They can click cancel if they aren't ready or turn in if they are.

**TIP:** The teacher can always see a student's progress on an assignment, even if it's not turned in. Work is time stamped. The teacher can see each time the work is opened and when edits were made.
Sometimes a student may wish to revise a submission. The only way to do this is to **UNSUBMIT** the assignment. Once they regain access to their files, they can make any revisions necessary and then turn the files back in.

**Your turn:** Try turning in your assignment. See if you can open any file. Then click Unsubmit. Try to open your files.
Google Classroom Features

To view teacher feedback and grades, students can click on each individual assignment and select **View Assignment**.

Students have the option to resubmit work if a teacher requests revisions.

To view feedback look at **private comments**. Students can also respond to a teacher's feedback or question.
Google Classroom Features

Teachers also may organize assignments by topic. This can help students quickly find materials. Think of the topics as individual folders.

Your Turn: Toggle between topics to see what is in each folder.
Google Classroom Features

Clicking on the Google Calendar will open and allow students to see all assignments and the due dates.

Your Turn: Click on the Calendar to see your upcoming due dates.
Google Classroom Features

Every assignment is always saved in the Google Drive. Click the Class Drive Folder to access individual Classroom folders.

Each assignment has the student name and the name of the assignment. This is helpful in case a student accidentally clicks the “X” on the Your Work page. The assignment is never lost.
Google Classroom Features

The **people tab** will display all the teachers and students in a class.
# Google Classroom Features

Contacting the teacher or other students through Gmail is NOT available at this time.

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<table>
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<th>Classmates</th>
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|            | 58 students
To go to a live class, click the Google Meet Link.

**TIP:** If you are using an iPhone, you will not see the link URL. Look for the camera icon in the top right hand corner. If you don't see it, you may need to att the Google Meet app.
TIP: If the meeting hasn't started, you won't be able to join. Refresh until the meeting starts.
Google Meet inside Google Classroom

**People**: See who is in the meeting. **TIP**: Pin your teacher so she is front and center.

**Chat**: Chat questions to your teacher. Make comments as requested by the teacher.

**Camera**: Turn on/off

**Mute or unmute yourself**

**Leave the Meet**

**Present now**: With teacher permission, students can present their screens.