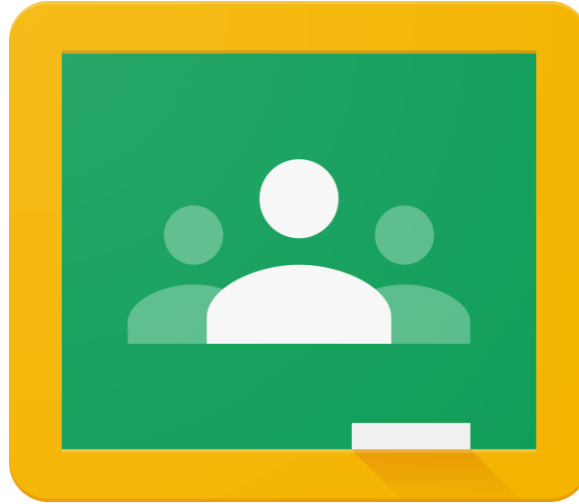


# Park Primary School



## Accessing Work on Google Classroom

# Step One

Login to Google Classroom using the following website and the login details sent to you by your class teacher.

[classroom.google.com](https://classroom.google.com)



Sign in

Use your Google Account

[Forgot email?](#)

Not your computer? Use Guest mode to sign in privately.

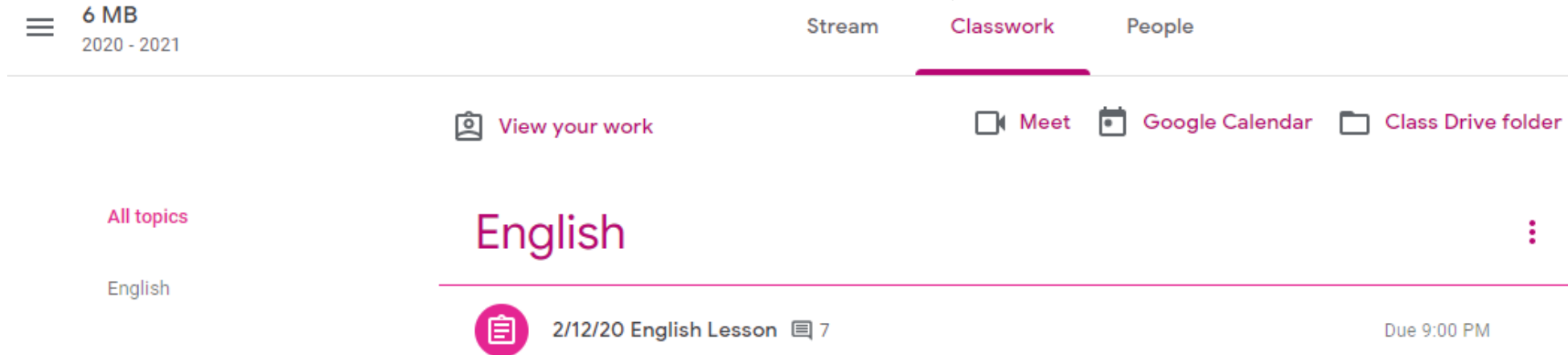
[Learn more](#)

[Create account](#)

Next

# Step Two

Click on the Classwork tab at the top of the screen.



The screenshot shows the top navigation bar of a Google Classroom interface. On the left, there is a hamburger menu icon, the text "6 MB", and "2020 - 2021". In the center, three tabs are visible: "Stream", "Classwork" (which is highlighted with a pink underline and a pink arrow pointing to it from the text above), and "People". Below the navigation bar, there are three icons with labels: a person icon for "View your work", a video camera icon for "Meet", and a calendar icon for "Google Calendar". To the right of these is a folder icon for "Class Drive folder". Below this is a section for "All topics" with "English" listed. At the bottom, there is a pink circular icon with a document, followed by the text "2/12/20 English Lesson" and a speech bubble icon with the number "7". On the far right, it says "Due 9:00 PM".

# Step Three

Click on the side tabs to take you to a specific subject. You will then see the lessons come up on the page. Click on the lesson you would like to complete.

The screenshot displays a Google Classroom interface. At the top left, there is a hamburger menu icon, the text '6 MB', and '2020 - 2021'. Below this is a horizontal navigation bar with three tabs: 'Stream', 'Classwork' (which is highlighted with a pink underline), and 'People'. Under the 'Classwork' tab, there are three items: 'View your work' with a camera icon, 'Meet' with a video camera icon, 'Google Calendar' with a calendar icon, and 'Class Drive folder' with a folder icon. On the left side, there is a vertical list of 'All topics' (highlighted in pink) and 'English'. The main content area shows the word 'English' in large pink font, followed by a vertical ellipsis menu icon. At the bottom, there is a lesson card for '2/12/20 English Lesson' with a document icon, a speech bubble icon containing the number '7', and a 'Due 9:00 PM' timestamp. Two black arrows point from the text above to the 'All topics' and 'English' elements in the interface.

This is where the instructions from the teacher will be.

Click 'Add or Create' to either upload a file of your work OR create a new document for your work.

This will tell you when your work is due.

Type here to send a private comment to your teacher.

The screenshot shows a user interface for an assignment titled "2/12/20 English Lesson" by Melanie Brown. The assignment is worth 100 points and is due at 9:00 PM. The instructions for the assignment are visible, including a requirement to write definitions for words from "The Nowhere Emporium" and use them in sentences. A "Your work" section shows an "Add or create" button and a "Mark as done" button. A "private comments" section at the bottom has a text input field for sending a comment to the teacher. A file named "Lesson 3.pptx" is attached to the assignment.

6 MB  
2020 - 2021

2/12/20 English Lesson  
Melanie Brown • 10:03 AM  
100 points  
Due 9:00 PM

Today, you will be writing definitions for these words that I have taken from The Nowhere Emporium.

Red & Amber Group - You need to write a definition of the word and then use the word in a sentence about The Nowhere Emporium story.

Green Group - You need to write a definition of the word and use the word in a sentence about The Nowhere Emporium story. You must then write a list of words that you have learned from the story.

Words to define: trace, erupting, pronounced, fissures, sp...

Wednesday 2<sup>nd</sup> December  
Lesson 3.pptx  
PowerPoint  
I.O: To use a dictionary to define words and expand vocabulary.

Your work Assigned  
+ Add or create  
Mark as done

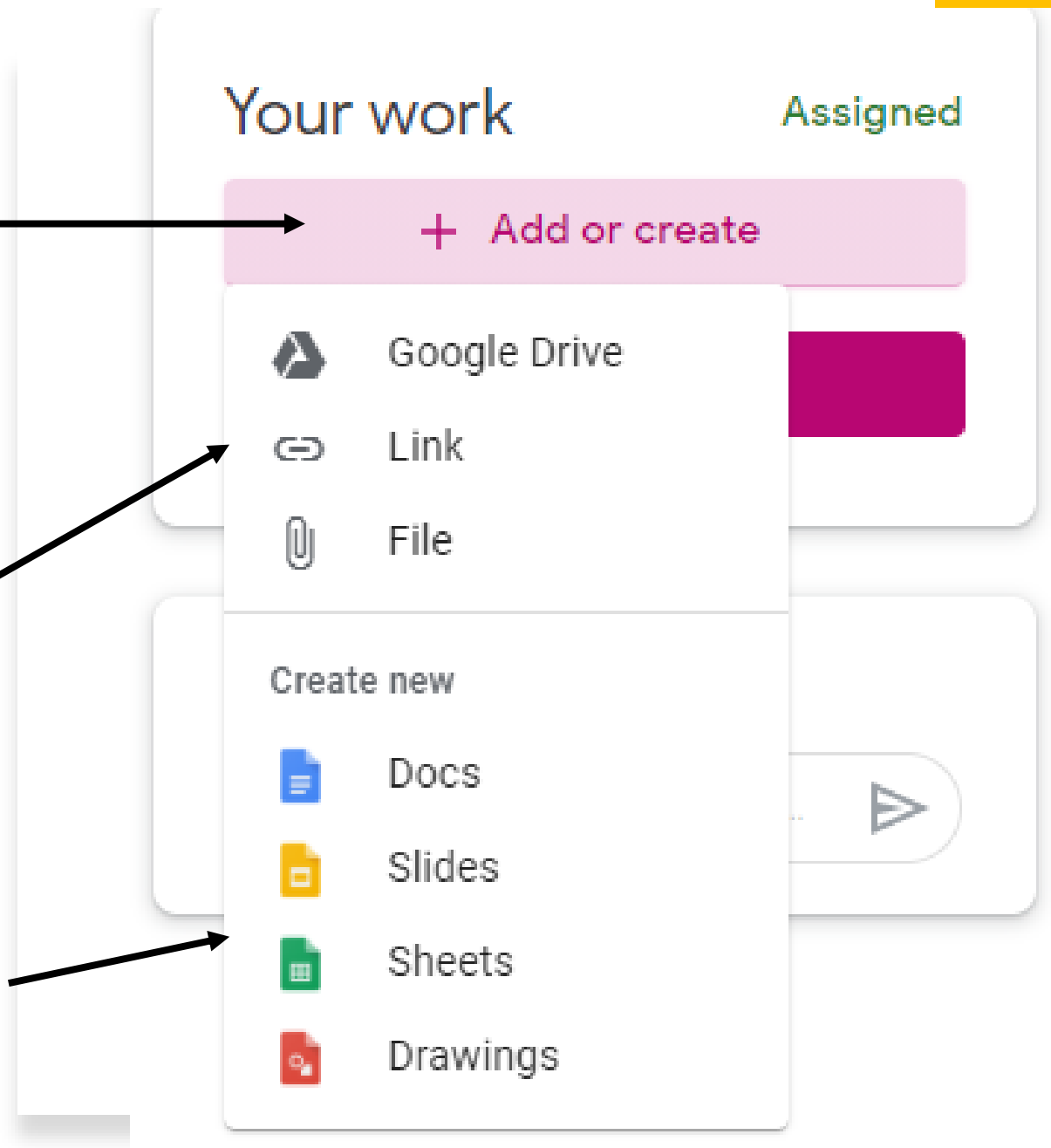
private comments  
Add private comment...

When you click 'Add or Create', you will be given these options..

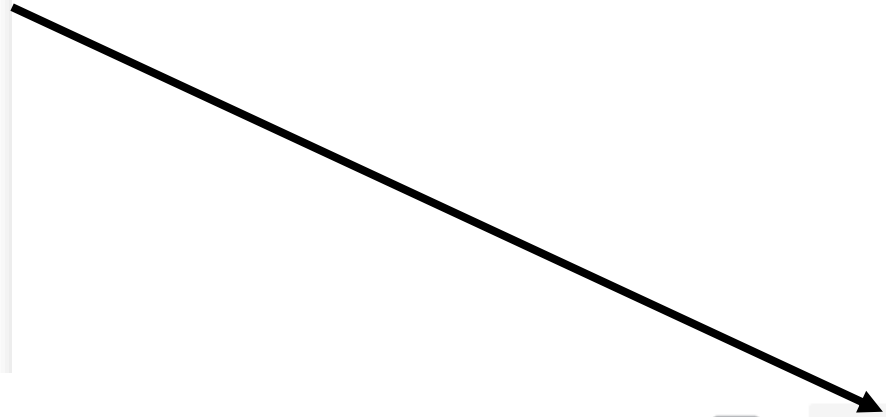
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Use one of these options to upload something from your computer/ laptop/device.

Use one of these options to create a new document.



Once your work is complete, click here to send it in to your teacher.



The screenshot shows the Google Docs interface for a document titled "2/12/20 English Lesson". The top menu bar includes "File", "Edit", "View", "Insert", "Format", "Tools", "Add-ons", and "Help". The status bar indicates "Last edit was seconds ago". On the right side of the top bar, there are icons for a line graph, a chat bubble, a "TURN IN" button, and a "Share" button. The main editing area contains the text "My work is complete." and a ruler at the top of the page. On the left side, there is a sidebar with a back arrow and the text "Headings you add to the document will appear here."

For more support, this YouTube video is very helpful on how to view and submit work.

<https://www.youtube.com/watch?v=o4JeCTfhvnl>

You can also contact your class teacher for further support.

