

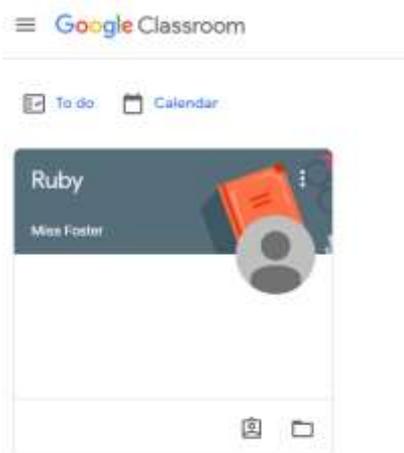
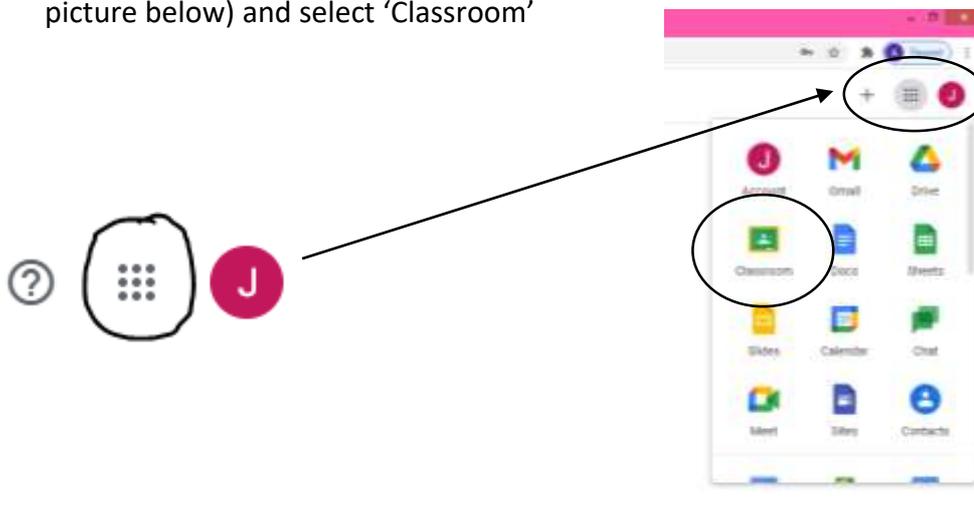
# Alfriston School Parent Guide to Google Classroom

## Logging in for the first time

1. Go to: <https://classroom.google.com/> or use the blue 'sign in' button in the top right hand corner of the Google Chrome home page.
2. **Sign in** to your Alfriston Google account.

*Note: Any home or gmail accounts will NOT work so make sure you have logged out of your personal gmail account first, if you have one.*

3. If you used the blue 'sign in' button, click on the waffle in the right-hand corner (see picture below) and select 'Classroom'



4. Your class should show on the main 'Classes' platform on the left. Click on your class to enter (example left).

5. You will then be on your class 'Stream' page (example below).

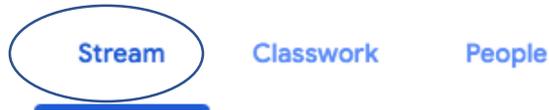


# Alfriston School Parent Guide to Google Classroom

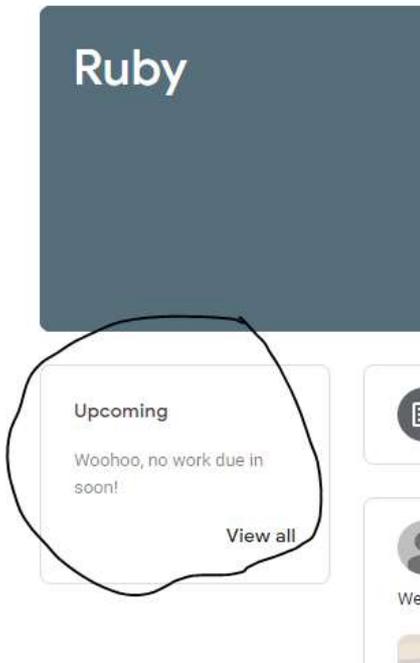
---

## Class Stream

Assignments, questions and announcements from your class teacher will appear in the 'Stream'.



The 'Stream' works like a newsfeed on social media sites. You can return to the main 'Stream' at any time by clicking on the button at the top.



The 'Upcoming' box shows any work that is due soon.

# Alfriston School Parent Guide to Google Classroom

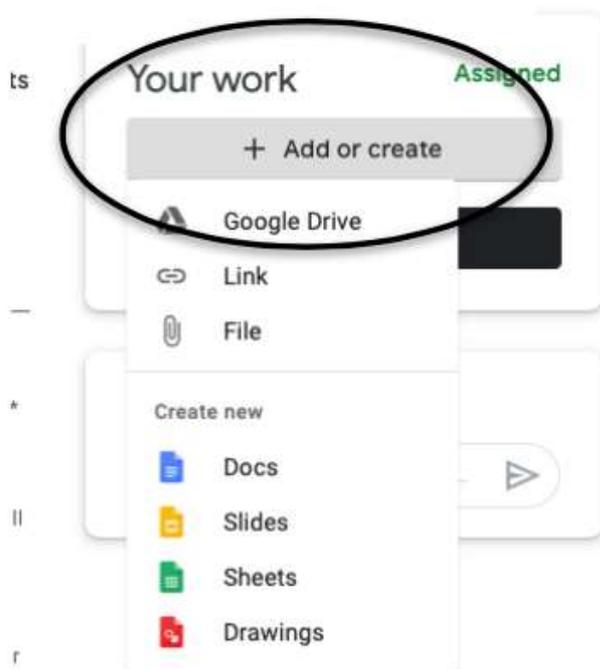
## Classwork

Click on the 'Classwork' tab to find home learning tasks. Google Classroom calls these 'Assignments'.



Your teacher might have saved some instructions, images, files or videos for you to watch.

If you would like to, you can upload pictures or type ideas and comments in response to 'Assignments'.



To do this, click 'Add or create' then choose from the drop down menu.

Upload images or documents by selecting 'File'.

If you want to write something, choose 'Docs'. It will allow you to type or paste in ideas. Whatever you write will automatically be titled as the assignment and linked to the task. You don't have to send it anywhere.

Once you are happy, click 'Turn in' and it will be sent directly to your teacher.



# Alfriston School Parent Guide to Google Classroom

---

## Posting responsibly

All comments and posts on Google Classroom must be kind and respectful to others.

Please talk with your child about what this means. If users do not follow these guidelines, or post repeatedly about topics other than learning, we will take steps to mute or block their contributions.

Thank you for your support with this.



## Key Terms

### **Stream**

Works like a newsfeed, showing new assignments and posts from teachers.

### **Classwork**

Collections of assignments and resources which will be organised in topics. To move things around Classwork, click and drag them into place or a different order.

### **People**

Tab where you can see the other users in your classroom.

### **Assignment**

A post or learning task to which teachers can add pictures, YouTube video, documents. The children can comment and post pictures or ideas in response.

### **Learning Kits**

Each year group will be creating a bank of general resources for you to access in one place in their classrooms - look out for these in the next few days.