

# GOOGLE CLASSROOM

## Parent's Guide

**Google Classroom is an online classroom area in which teachers can share all the documents that their students need.**

### ACCESSING CLASSROOM

1. Go to [Google.com](http://Google.com) and locate the sign in button on the top right corner of the screen.
2. Have your child enter their secure school email and password (provided by their teacher).
3. Once signed in, click on the apps logo on the top right corner of the screen.
4. From the app options, select Classroom.
5. Here you will see all the classes in which your student is enrolled.

### NAVIGATING CLASSROOM

Once in the class, locate the three tabs across the top:  
**Stream, Classwork & People**

#### STREAM

- See a "newsfeed" type listing of announcements, assignments, etc
- Identify upcoming/missing assignments by clicking on "Assignments Due" on the left side of the page
- For any work marked "Missing" click on the assignment and the "Details" button to access that assignment for completion

#### CLASSWORK

- Find assignments organized by topic
- Check status on assignments
- See grades for assignments
- Find assignment due dates
- Locate all your files

#### PEOPLE

- Locate the other students in your child's classroom
- Access emails for teachers and administration connected to your child's class
- Register to be a local guardian in your child's class (you can request the teacher to invite you)
- Click on the letter icon next to someone's name to email them directly

### COMPLETING AN ASSIGNMENT

- On the Classwork page, click on the assignment to see directions and access any necessary materials. Documents, links to webpages, video links and other items could be attached. Click on each to complete the assignment.
- Once completed, click the "Turn In" button to alert the teacher that the assignment has been done.

### CLASSROOM TUTORIAL VIDEOS

[The Parent's Guide to Google Classroom](#)

(4 minutes)

[How to Use Google Classroom for Parents](#)

(9 minutes)

[Google Classroom Tutorial for Students & Parents](#)

(4 minutes)

If you have any additional questions, please contact your child's teacher.

