

Introduction to Online Learning



Google Classroom

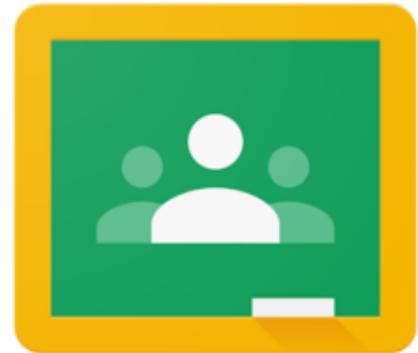


Google Classroom

What is Google Classroom?

Google Classroom is an easy to use online tool that allows teachers to send information to students in their classes.

Your son/daughter has a Google Classroom class for most of the subjects on their timetable. By logging in to either the Google Classroom [website](#) in a web browser or by using the Google Classroom app on their phone/tablet, they can see all of the “announcements” (messages) and “assignments” (work) that their teachers have sent them.



Signing in

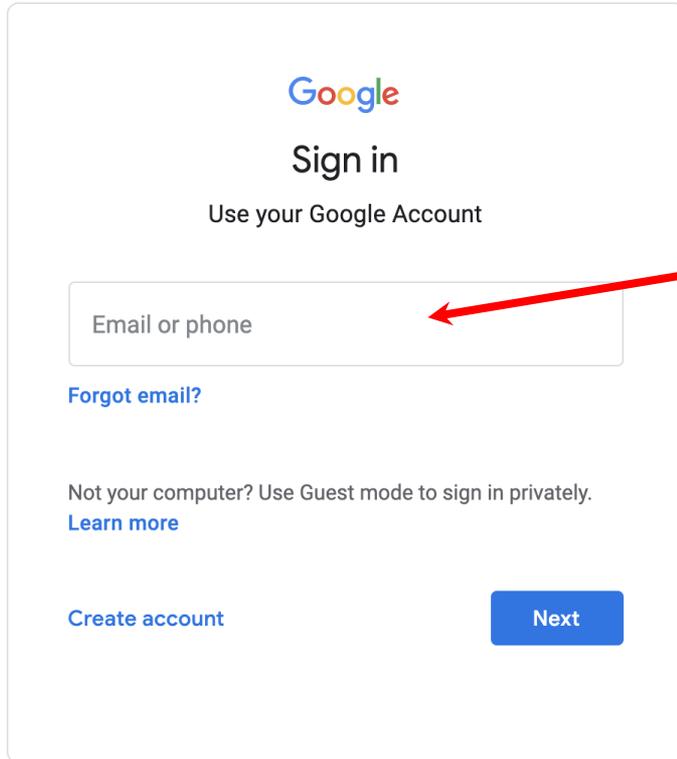
On a Chrome browser

Go to classroom.google.com and select 'Go to Classroom'

Make sure you are not signed in as another personal email address.



Setting up for the first time



The image shows a Google sign-in interface. At the top is the Google logo, followed by the text "Sign in" and "Use your Google Account". Below this is a text input field with the placeholder text "Email or phone". A red arrow points from the right side of the slide towards this input field. Underneath the input field are two links: "Forgot email?" and "Not your computer? Use Guest mode to sign in privately. Learn more". At the bottom left is a link "Create account", and at the bottom right is a blue button labeled "Next".

Log in using the details you have been sent for your child.

The email address will be stuck in the front of their reading records.

The first time you enter classroom



Welcome to your new account

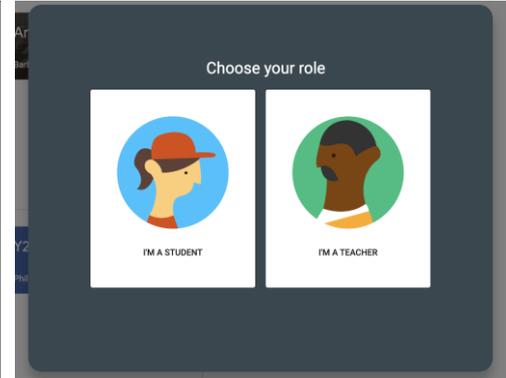
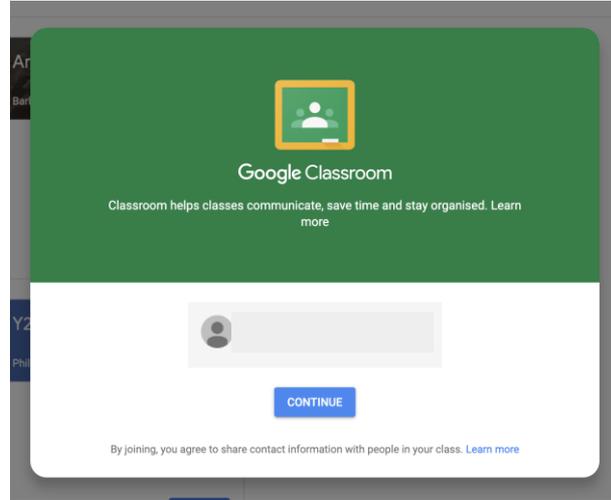
Welcome to your new account: [redacted]. Your account is compatible with many [Google services](#), but your chandlings.org.uk administrator decides which services you may access using your account. For tips about using your new account, visit the [Google Help Centre](#).

When you use Google services, your domain administrator will have access to your ma320@chandlings.org.uk account information, including any data that you store with this account in Google services. You can learn more [here](#), or by consulting your organisation's privacy policy, if one exists. You can choose to maintain a separate account for your personal use of any Google services, including email. If you have multiple Google accounts, you can [manage which account you use](#) with Google services and [switch between them](#) whenever you choose. Your username and profile picture can help you ensure that you're using the intended account.

If your organisation provides you access to the G Suite [core services](#), your use of those services is governed by your organisation's G Suite agreement. Any other Google services that your administrator enables ("Additional Services") are available to you under the [Google Terms of Service](#) and the [Google Privacy Policy](#). Certain Additional Services may also have [service-specific terms](#). Your use of any services that your administrator allows you to access constitutes acceptance of applicable service-specific terms.

Click 'Accept' below to indicate that you understand this description of how your ma320@chandlings.org.uk account works and agree to the [Google Terms of Service](#) and the [Google Privacy Policy](#).

Accept



Click through the screens allowing access to the classroom.

On the last screen, select 'I'm a pupil'

You will then see the classrooms your child has been added to

Art Year 2 - Mrs Freitas

Barbora Freitas



Decline [Join](#)

2D

Mrs Dickinson
Jessica Veitch



Decline [Join](#)

Y2 Science - Summer...

Phillipa Biggs



Decline [Join](#)

Click 'Join' on the classrooms.

In a classroom

When you click on a classroom you will see these three options on the screen.

The screenshot displays a classroom page for '2D Mrs Dickinson'. At the top, a navigation bar contains three options: 'Stream', 'Classwork', and 'People', all highlighted with a red border. Below this is a large banner image of a group of children in red shirts. The page is divided into two columns. The left column features an 'Upcoming' section with the text 'Woohoo, no work due in soon!' and a 'View all' link. The right column contains a 'Share something with your class...' prompt and a post by 'Lindsay Dickinson' dated '4 Apr' with the text 'Hello 2D'.

2D
Mrs Dickinson

Stream Classwork People

2D
Mrs Dickinson

Upcoming

Woohoo, no work due in soon!

View all

Share something with your class...

Lindsay Dickinson
4 Apr

Hello 2D

Stream

Classwork

People

Stream: A newsfeed of messages from the teacher and work.

Classwork: Where all the work for your child is listed.

People: Others in the classroom.

Finding your work under classwork



2D
Mrs Dickinson

Stream

Classwork

People



View your work



Google Calendar



Class Drive folder

All topics

English

English



W1L2 Calligrams

Due 24 Apr



Here you will see a list of all the work from the teacher for your child.

Clicking on the task will drop down details. Clicking 'View assignment' gives more details about a task.

All topics

English

English



W1L2 Calligrams

Due 24 Apr

Posted 4 Apr (Edited 7 Apr)

Assigned

Open the lesson plan and follow the information carefully.

When you have finished your writing tasks, please send me a photo of your work so I can see what you have done.



Y2 - English - Week 1 - Le...

Google Docs

[View assignment](#)

View Assignment screen



Due 24 Apr

W1L2 Calligrams

100 points



Lindsay Dickinson 4 Apr (Edited 7 Apr)

Open the lesson plan and follow the information carefully.
When you have finished your writing tasks, please send me a photo of your work so I can see what you have done.



Y2 - English - Week 1 - Lesso...
Google Docs

Class comments



Add class comment...



Your work

Assigned

+ Add or create

Mark as Done

Private comments



Add private comment...

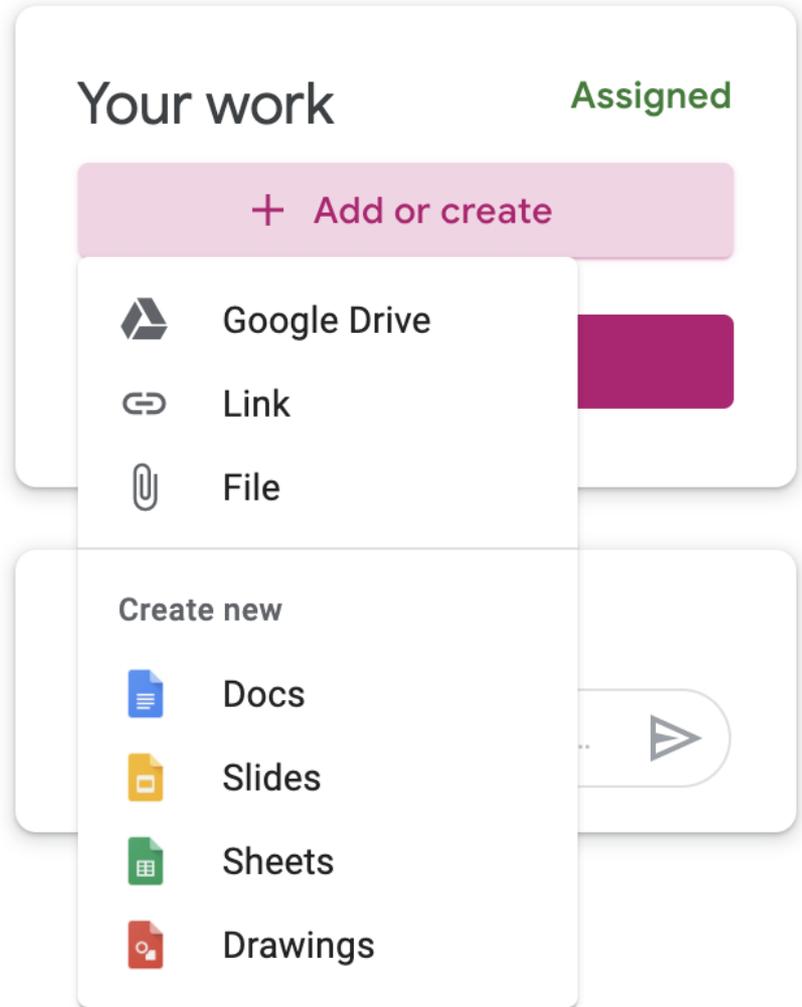


Returning Work

There are many ways to return work.

Click '+Add or create' and it drops down this menu.

In this instance Mrs Dickinson wanted a picture returning of the work. You could add this as a file or...



Due 24 Apr

W1L2 Calligrams

100 points

Add class comment

Open the lesson plan and follow the information carefully.

When you have finished your writing tasks, please send me a photo of your work so I can see what you have done.

Attachments

Y2 - English - Week 1 - Lesson 2: Calligra...

Your work

Assigned



Add attachment

Mark as Done

Using your phone to return work

If you have the Classroom app on your phone you can add a photo easily.

Your work

Assigned



Add attachment



Drive



Link



File



Pick photo



Use camera



New Docs



New Slides



New Sheets



New PDF

Parent Guide to Google Classroom

PARENTS' GUIDE



TO GOOGLE CLASSROOM



Meet

Live lessons

Teachers will be using Google Meet for live lessons with your child. There are varying ways that this may happen.

Live lessons

Teachers will make a Meet link that will be visible in the header of your child's classroom.

Test Class

Class code mx6hjky 

Meet link <https://meet.google.com/lookup/co5cahbh5o> 

When it is time for the lesson, children need to click on the meeting link and it will launch automatically.

This way is probably most used.

Live lessons

On classroom, teachers will put the information about a lesson and include a **code**



Katie Wells

17:47

Hello all.

Our Form Periods will be every day at 9:00.

You will need to click the link below and type in the code '2VFORM'



Meet

<http://meet.google.com?auth...>

A screenshot of a mobile interface showing a dialog box for entering a meeting code. The dialog has a dark green header with a calendar icon and the text 'Use a meeting code'. Below the header, it says 'Nothing scheduled for today'. At the bottom, there is a text input field containing '2VFORM' and a dark green 'Continue' button.

Use a meeting code

Nothing scheduled for today

Use a meeting code × tings

Enter the meeting code

2VFORM

Continue

Live lessons

Teachers will make a Meet link that will be visible in the header of your child's classroom.

 Share something with your class...

 **Katie Wells**
13:30 ⋮

Hello all,

Meet me at 11:00 here.

From Miss Wells

 **Class video meeting**
<http://meet.google.com/cga-...>

 Add class comment... ▶

When it is time for the lesson, children need to click on the meeting link



Ready to join?

No one else is here

Join now



Present

Other options



Join and use a phone for audio

Click Join now when they are ready to join

ONLINE classroom ETIQUETTE



Online Etiquette

There are a few things that we ask for when attending a Google Meet:

- It is best to use a headphone.
- They are sat in a quiet room.
- When they are not talking they mute the microphone.

Some of these may not be suitable for younger children

Parent Guide to Google Meet



Questions

If you have any questions about Google Meet and Classroom, please feel free to add them to [this doc](#) and I will answer them.

If your question is more specific to a year group or class or child, please feel free to email your child's form tutor.