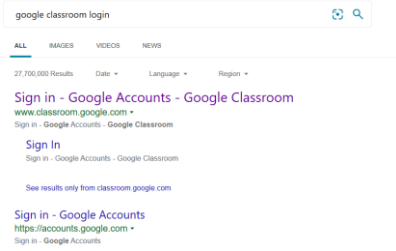
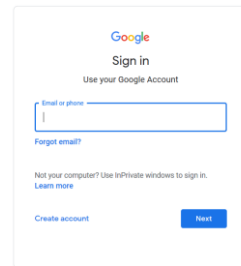


# GOOGLE CLASSROOM AT HOME FOR PUPILS

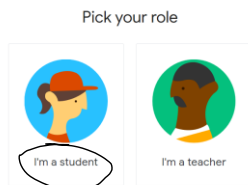


1. Firstly, search in your browser for “Google Classroom login”.  
Click on the link to sign in.

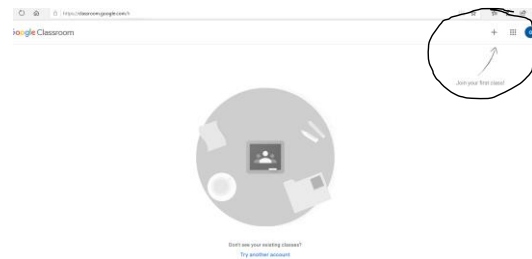
You can also download the app which follows similar instructions.



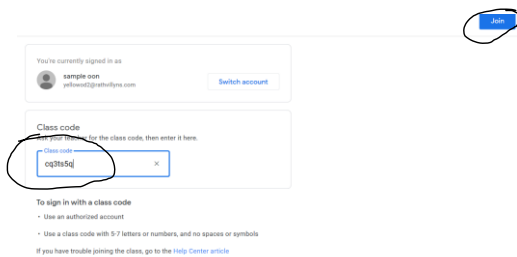
2. Enter the email login and password that your teacher has given to you.  
Please remember that this is only a login for Google Classroom and the email function is disabled.



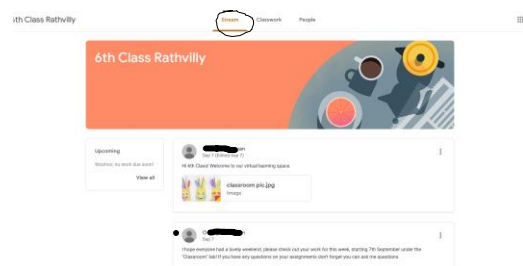
3. Select student account.



4. You will be brought to this homepage. Click on the plus sign in the top right hand corner to join a class.

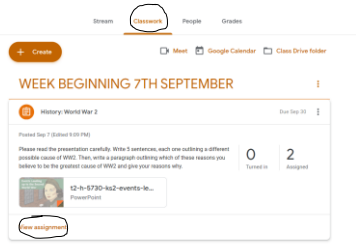


5. You will then be asked to enter the class code your teacher has provided you with. When you enter it, click join in the top right hand corner.

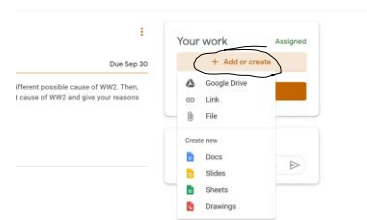


6. You will be directed to your class homepage. It will automatically open on the “Stream” tab. The stream tab is where your teacher can communicate with you and you can view any class news or notices.

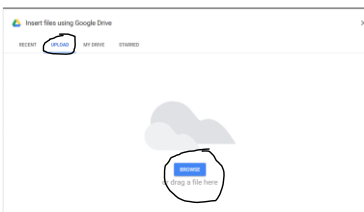
# GOOGLE CLASSROOM AT HOME FOR PUPILS



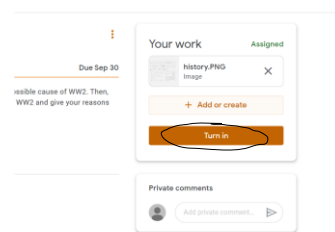
7. Click on the Classwork tab at the top to view any work that your teacher has posted for you. Click “view assignment” to make sure you can see all of the instructions.



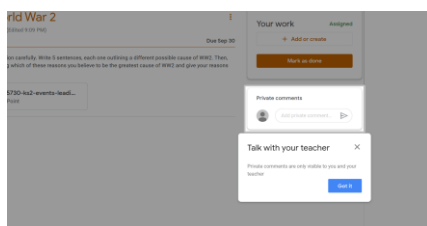
8. When you have completed the work at home, you may need to put up a photo of your work. If you have completed the work on a Microsoft Word document, save it to your device. Then click “add or create” and find your document/photo. Double click it to upload.



9. If you click “Google Drive”, then “upload” then “browse” it will take you to all of your computer/phone documents. On the app, the best option is to choose “file” for something you saved on your phone or simply select the option to “take photo”.

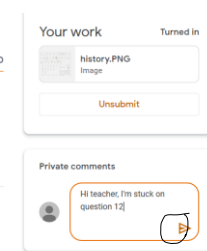


10. When you have uploaded your file/photo, click “turn in” to submit this to your teacher.



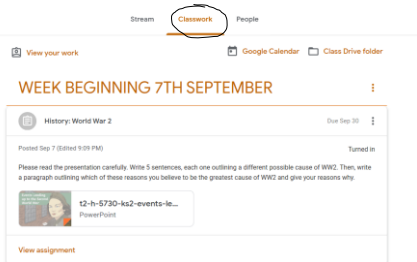
11. Underneath where you submit work, you will see a message box where you can communicate with your teacher.

Your teacher will tell you when it's appropriate to use this.

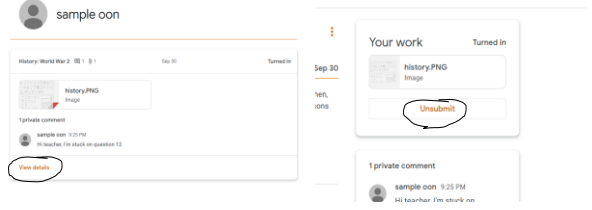


12. If this function is allowed for your assignment, type your question/message and click on the send icon.

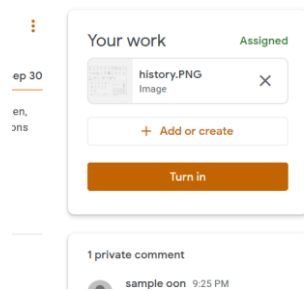
# GOOGLE CLASSROOM AT HOME FOR PUPILS



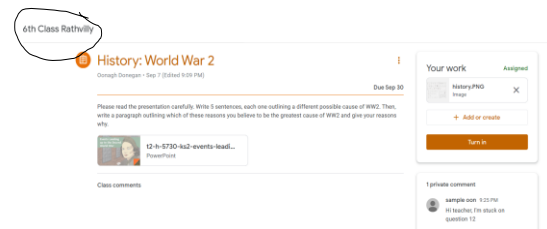
13. When you then go back into the "Classwork" tab, you can click on "view your work" at the top if you need to edit something.



14. Click "view details" then "unsubmit".



15. You can then redo the assignment.



16. To return to your class homepage, click on the name of the class at any time.