

Google Classroom

Instructions for Parents - How to use Google Classroom

Smartphones and Tablets: Download the free app

Android Devices	iOS Devices (iPhone, iPad)
<ul style="list-style-type: none">• Open the Play Store app• Search for 'Google Classroom'• Tap 'Google Classroom'• Tap 'Install'	<ul style="list-style-type: none">• Open the App Store app• Search for 'Google Classroom'• Tap 'Google Classroom'• Tap 'Get'

Once the app has downloaded, open it and log into your child's 'G Suite for Education' account.

- Tap the '+' icon (in the top-right corner), then 'Join class'
- Enter the class code that your child has been given, then tap 'Join'

Computers and Laptops: Log in to Google Classroom

- Go to www.classroom.google.com
- Log in with your child's 'G Suite for Education' account
- Click the '+' icon (in the top-right corner), then 'Join class'
- Enter the class code that your child has been given, then click 'Join'

How to get and hand in work (Smartphones and Tablets)

- Open the Google Classroom app
- Tap on your child's class, then 'Classwork' (at the bottom)
- Tap on an assignment, then the arrow at the bottom
- Tap 'Add attachment'. Depending on the type of work the teacher has set:
 - You can take photos of your child's completed work, upload them to your computer and then upload the photos in Google Classroom - click 'File', then tap the file on your device
 - Or, your child can type up their answers in a Google Doc - your child will be able to edit the document uploaded by their teacher or create a new document by tapping 'New Doc' to load a new Google Doc
- Once your child has finished their work, tap 'Hand in', then 'Hand in' again to confirm
- If you have made a mistake, you can click 'Unsubmit' to return the work to you, then follow the previous steps to resubmit work.

How to get and hand in work (Computers and Laptops)

- Go to Google Classroom
- Click 'Classwork'
- Click on an assignment, then 'View assignment'

- On the right-hand side of the page, click 'Add or create'. Depending on the type of work the teacher has set:
 - You can take photos of your child's completed work, upload them to your computer and then upload the photos in Google Classroom - click 'File', then 'Select files from your device', then 'Upload'
 - Or, your child can type up their answers in a Google Doc - your child will be able to edit the document uploaded by their teacher or create a new document or click 'Docs' to load a new Google Doc
- Once your child has finished their work, click 'Hand in', then 'Hand in' again to confirm
- If you have made a mistake, you can click 'Unsubmit' to return the work to you, then follow the previous steps to resubmit work.