

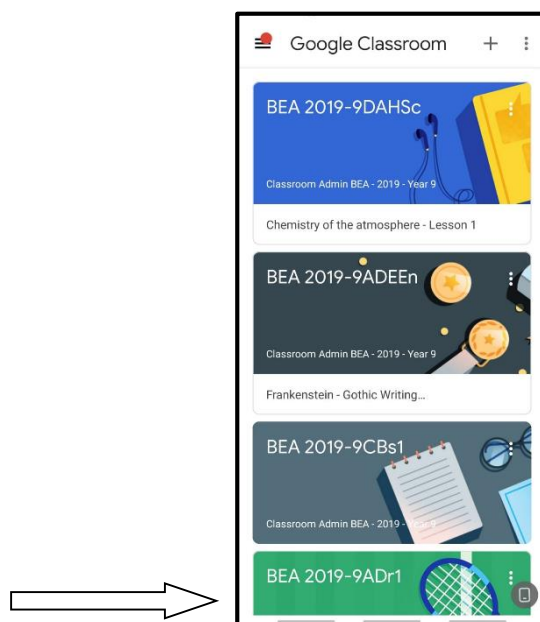
UPLOADING WORK TO GOOGLE CLASSROOM ON A PHONE

1) Go onto your phone and click on the google classroom app, if you don't have it installed, go onto google and click on it there like you would a computer.

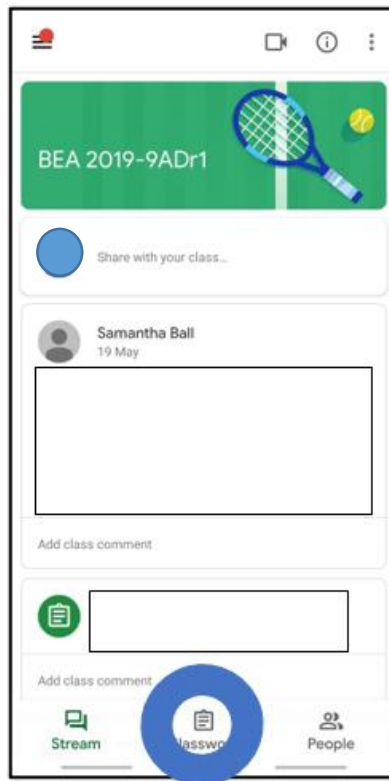


2) Click on the app and you will find all your classes. You may need to log in first using your school email address and password.

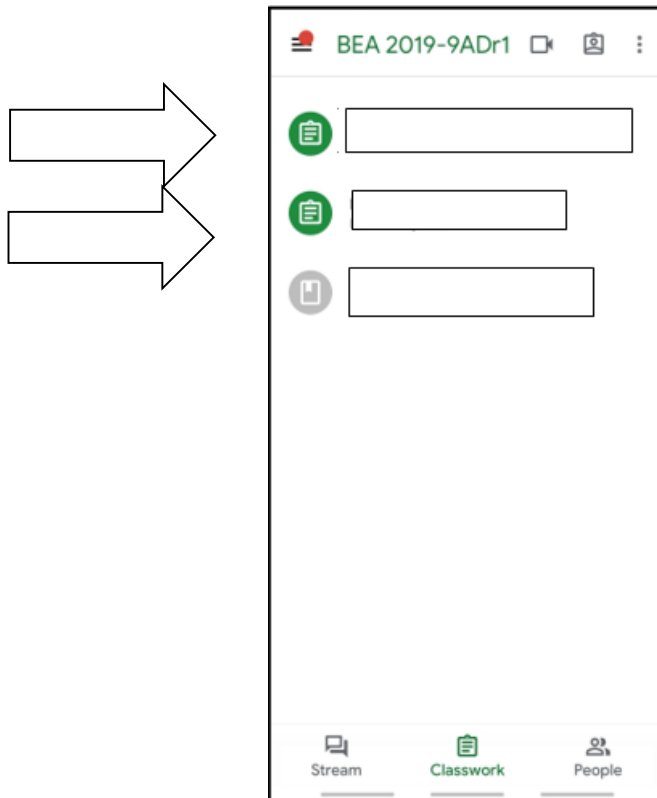
e.g. username@apps.wandlevalleyacademy.org.uk and password for logging on to the school computers. If you have any trouble, email aatkins@wandlevalleyacademy.org.uk.



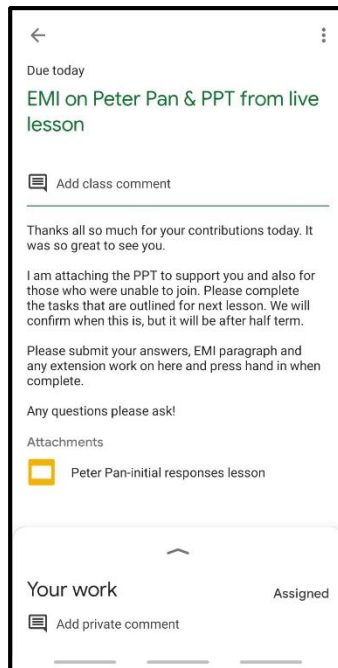
2b) Scroll through your classes until you find your class. Then click on it.



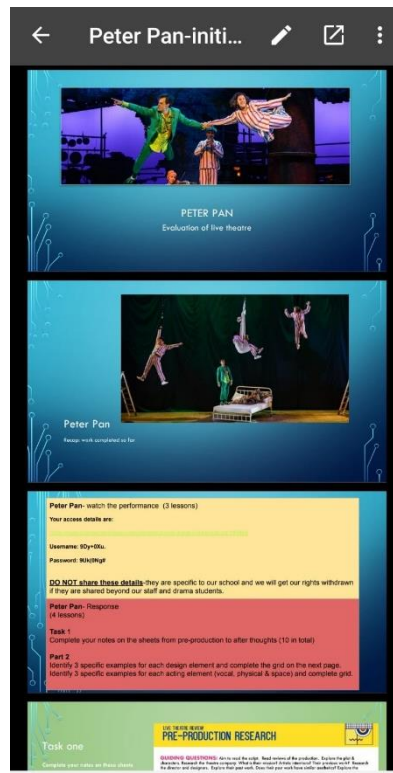
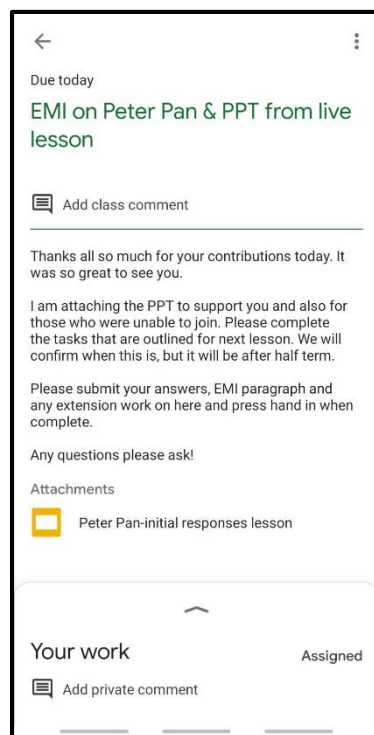
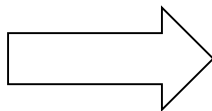
3) Click on classwork (circled above) and it will take you to all your "Assignments".



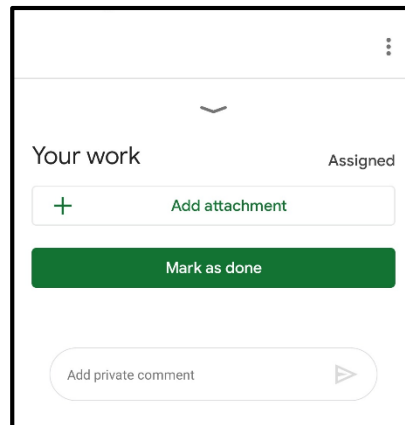
4) Next, you click on the assignment and go onto it. There may be attachments that you can click on to view.



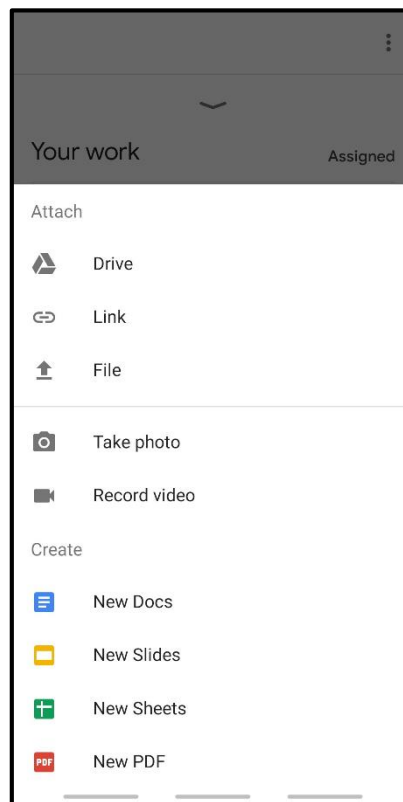
5) If you need to access a PowerPoint of slides during the lesson, you click on the coloured box under "Attachments":



6) To add your work, you click on the up arrow and it will give you an option to add an attachment.

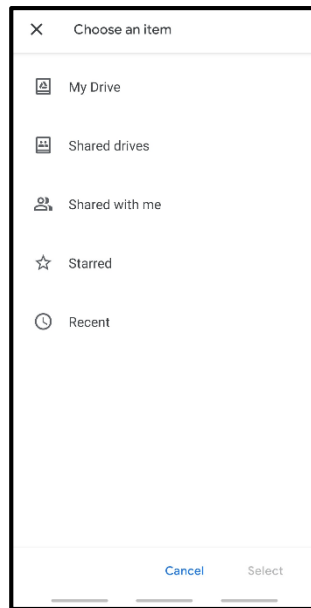


7) Click on the add attachments and there will be several options to input your work, here these are below.

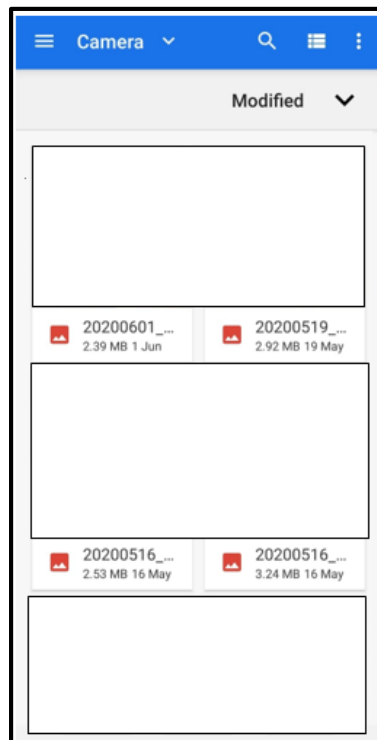


New Docs, Slides, Sheets, and PDF will create a new one of what you choose and put it in the box. You then work on your work in either one in the google classroom box until you are ready to submit. Take photo or video is self-explanatory, you can upload your work via photo if you did it in your book at home.

Your google Drive sends you to an option where you can browse through your google drive and find the work.'



File is where you can go into your camera or gallery and find the work if you screenshotted it.



To 'Link' an attachment, is where you then copy your google docs link (for instance) and both you and your teacher can access it.