WERNETH SCHOOL

YEAR 9, 10 & 11

ENGLISH

HOW-TO GUIDES

CONTENTS

Section 1
The Google Classroom

The Google Classroom is the place where you will find all of the lessons, resources and advice that you would normally find in school. If you are working from home, **everything** you need for your English lessons will be on here. You can use it to view and download lessons, submit any work that has been set and ask your teacher for help if you need it.

Section 2
Educake

Educake is the English department's homework tool. You can download it onto your phone, laptop or tablet and it can be completed anywhere. You will use it to **consolidate** your knowledge of topics and learning that you complete in your lessons on the Google Classroom.

Section 3
GCSEPOD

GCSEPod is a digital learning tool which contains a library of over 6,000 'Pods,' 3-5 minute videos designed to deliver knowledge in short bursts. GCSEPod makes learning and revision much more manageable: every Pod is mapped to an exam board, and contains all the right facts, quotes, keywords, dates and annotated diagrams that your child needs for GCSE success – all neatly organised into topics and exam playlists. You can watch Pods on all your literature texts and can download the app and watch them on the go!

Section 4
Reserve and Read

Reserve and Read is our way of making sure that you still have access to all the wonderful books our library has to offer – even while it's out of action! We have made the process completely online, using a website called **Reading Cloud**. This website allows you to search our library and reserve books that will be delivered to you at a later date. The more you use it, the more you will get out of it – it will be able to personalise your book recommendations based on what you have taken out and suggest new books for you!

Section 1 – The Google Classroom

Step 1:

As we no longer use RMUnify, you will need to go directly to the Google Classroom and sign in from there using your @wernethschool.com email account. To do this, open your web browser and navigate to classroom.google.com:
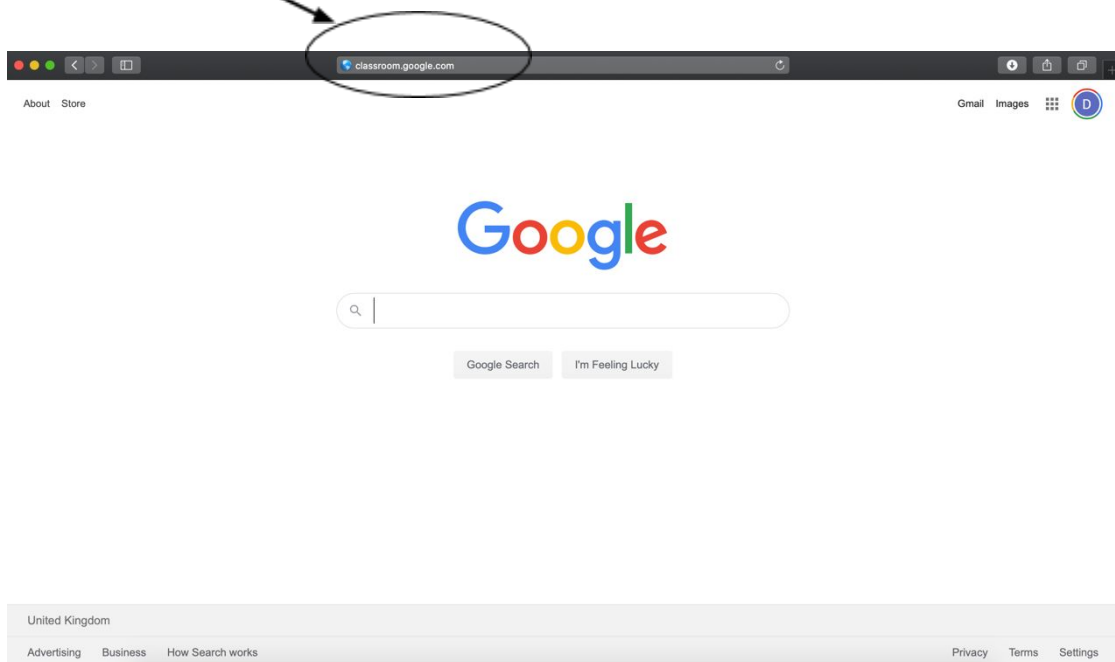

Step 2:

It will bring you to a page which looks like this, if you are not already signed into a Gmail account. If you use Gmail as your personal email address you will need to make sure you select the **@wernethschool.com** account in order to sign in:
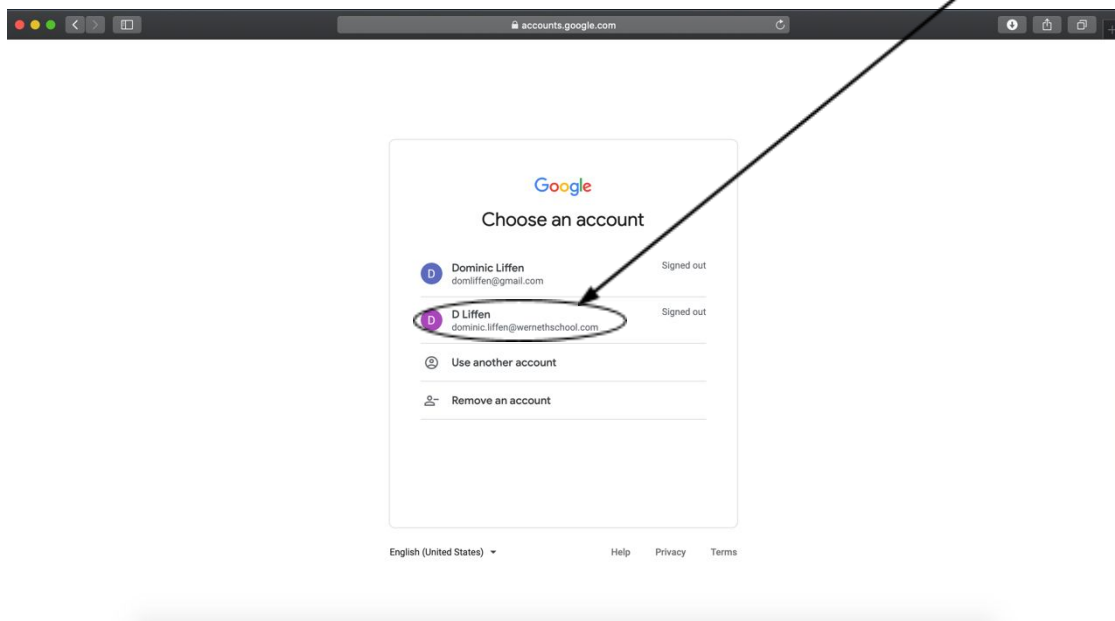
Step 3:
Once you have signed in, you will see a page with several tiles on – it will not look exactly like the one below, but it will have the tiles for whichever year you are in. You will need to select the 'English' tile for whichever year you are in. I will be using the Year 8 tile to demonstrate, but the steps are **exactly the same whichever year you are in**:
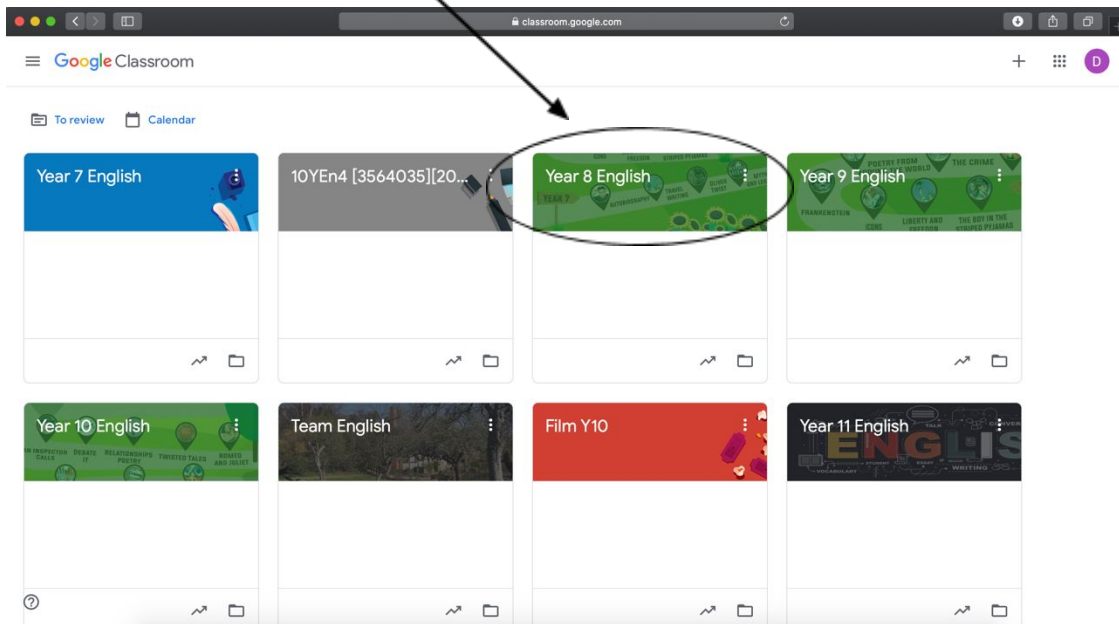
Step 4:
Once you have clicked on the correct Year tile, you will be taken to that Google Classroom. This is where you come to find your classwork, tips and support. You can comment directly on teachers posts to ask for help, or find their email addresses to speak to them personally. **Every lesson and every piece of work will be in this Classroom – nowhere else.** It will look like this:
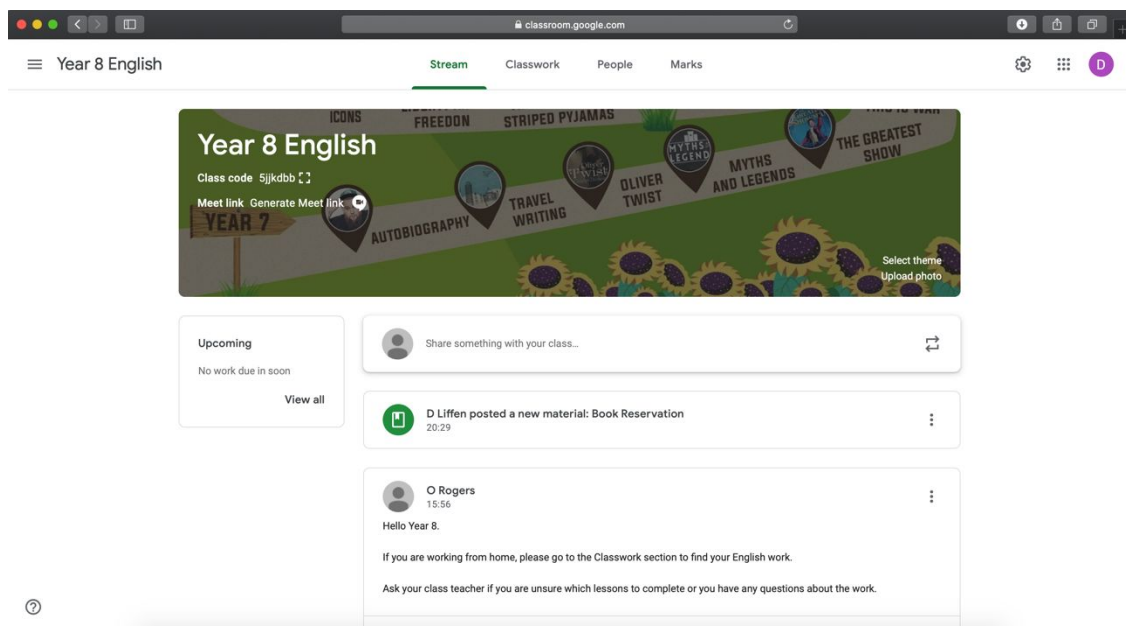

As you can see, Mr Liffen and Miss Rogers have posted work and notices in the Classroom for you to read. The next step will look at finding the correct pieces of work you personally need.

Step 5:

At the top of your Google Classroom is a bar with **Stream, Classwork, People** and **Marks**.
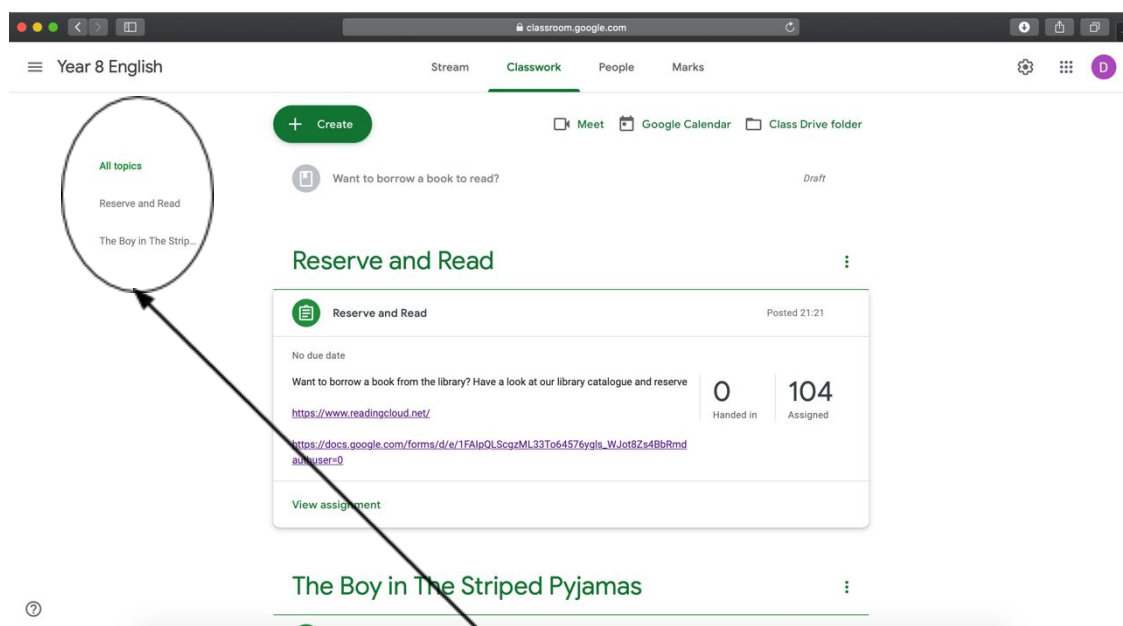
We will use the **Stream** for announcements. Classwork we have posted will also show up here.

The **Classwork** tab will allow you to save time searching for lessons.
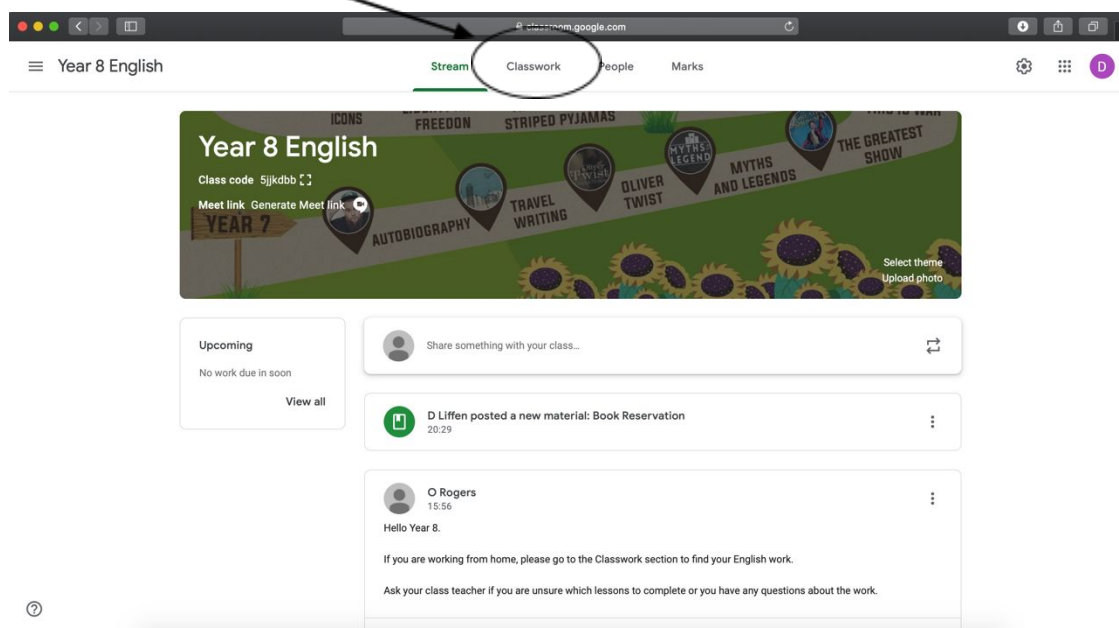
Step 6:

Once you have clicked on **Classroom**, the screen will look like this:

Along the left-hand side, you will see the topics available for you to learn about – **these are exactly the same as the ones we learn about in school**. Click on one of these topics to bring up the lessons available –

in this case, it is *The Boy in the Striped Pyjamas*. The topics available to you will **depend on the year you are in**.

Step 7:
Once you have clicked on the topic, it will bring up all the lessons in that topic, like this:
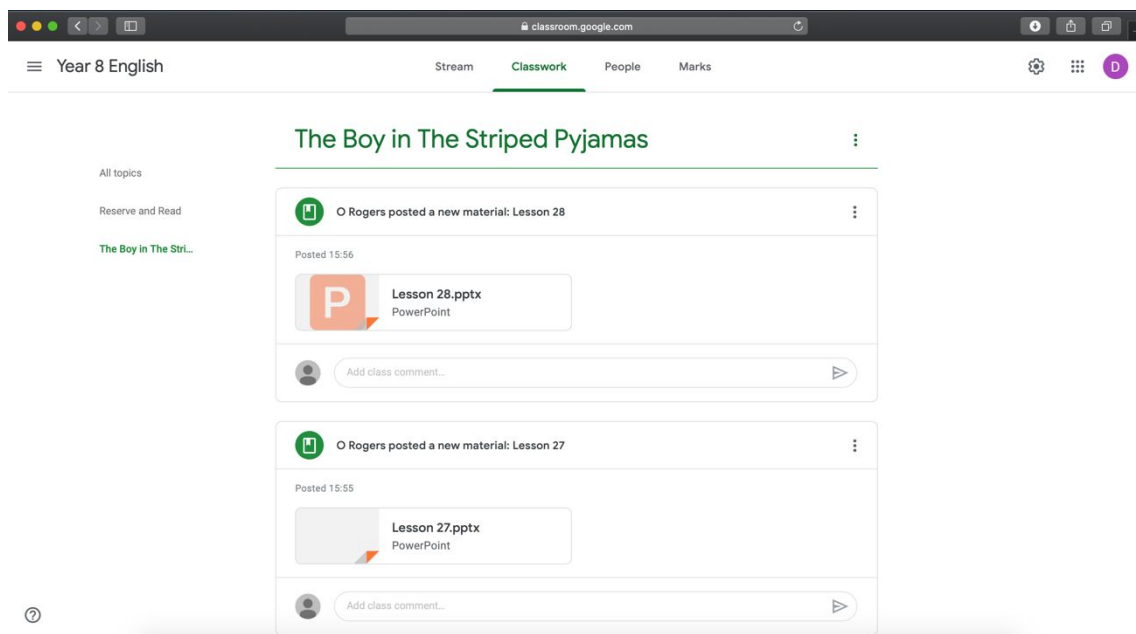
All you will need to do is ask your teacher **which lesson you should start on**. Do not assume it will be Lesson 1. Your teacher will have already told you which lesson it is, but if you are unsure then you are always welcome to email and ask.
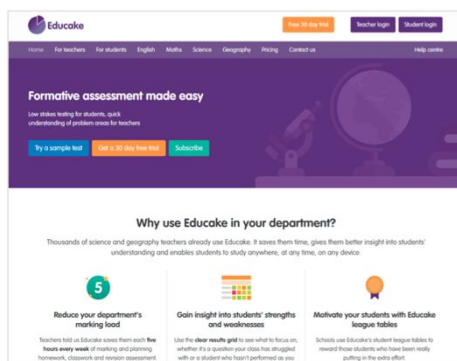
Step 8:
This process will remain the same throughout the year – all you need to do if you are off is follow this guide to find out what you need to do!

What is Educake?

- Educake is a website for homework, classwork and revision
- Teachers can set you homework with Educake
- You can set yourself revision tests
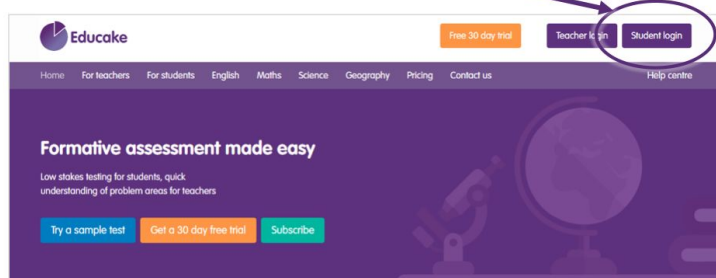- Educake works on PCs, tablets and smartphones

Step 1:
In order to log into Educake, follow the instructions below. Your screen should look like this when you navigate to www.educake.co.uk:

How do you log in to Educake?

- Go to www.educake.co.uk in a web browser, like Chrome or Safari
- Click on the "Student Login" button:

- Enter the username and password your teacher gave you
- Usernames are your first name, then the first letter of your last name, then a 4 digit number.
- For example, Brian Pie's username might be brianp0007

Follow the instructions above to log in – and if you do not know your username or password, ask your **English teacher**.

Step 2:
Once you have logged in, the next step is getting started on testing yourself! Follow the instructions below to see how to find tests that you have been set by your teacher:

How do I answer a test?

- When you log in you will see this page:
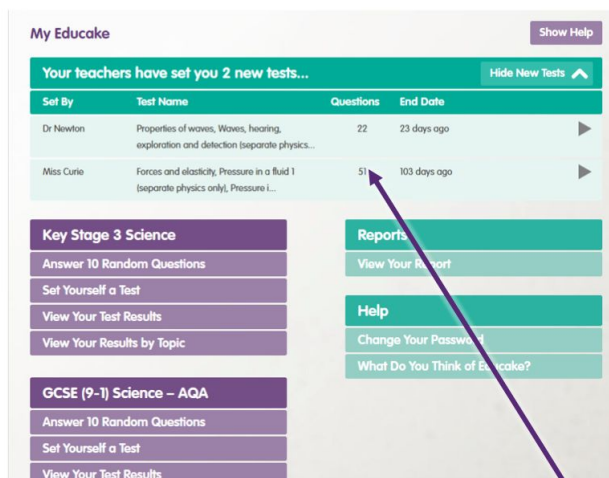
- Tests your teachers have set you are in green at the top
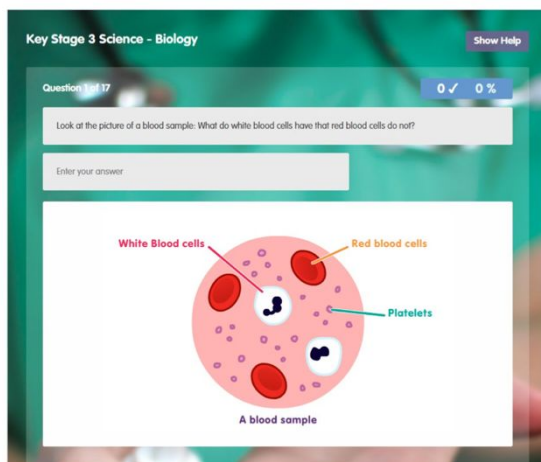- Click on a green test to take it and answer the questions

The tests you need to answer will always be in **green**.

Step 3:
Educake tests can vary in their format – they are not all multiple choice. Have a look below at what to expect:

What are Educake tests like?

- Educake tests are made of short questions
- They are carefully-written to improve your knowledge and understanding

You can see below how a test **should** look. The tests are fair and show you feedback as you answer – you can see how well you are doing all the way through:

What are Educake tests like?

- The questions aren't all multiple choice
- You usually type in the answer
- Educake accepts small spelling mistakes
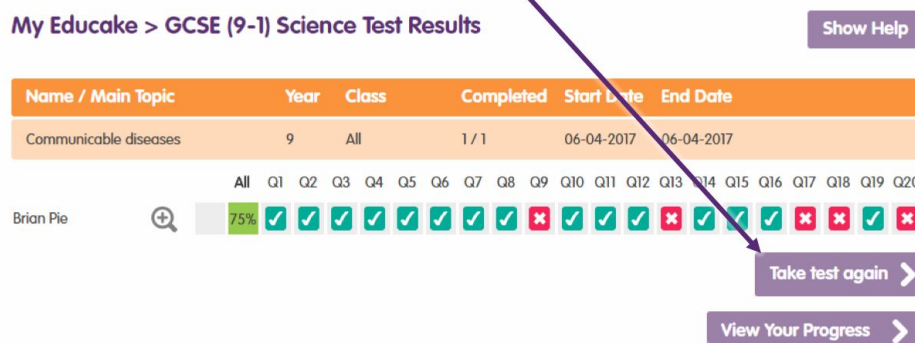- Your score so far on the test is shown here:
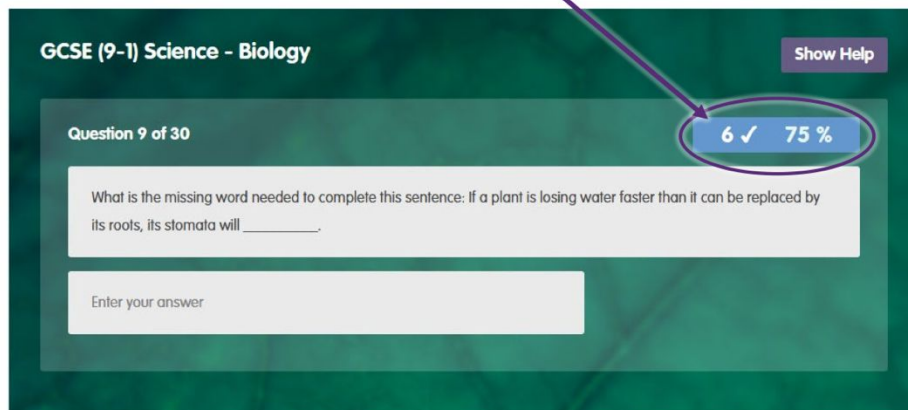
Step 4:
Once you have finished a test, there are several options: see your results, retake the test, or view your progress. See below for where to find these options:

What happens when I finish a test?

- When you finish a test you can see your results
- You can take tests again by clicking here:

- You can view your progress by clicking here:

Step 5:
Once you have taken a test in a topic, Educake will tell you about how well you're doing in that topic:

View your progress each time you finish a test

- Topics you know well are coloured green
- Topics you need to revise more are coloured red
- Click on a topic to take a revision test on it

My Educake > Track Your Progress on GCSE (9-1) Science, Chemistry

Topic	Percentage Correct	Questions Answered	Answer 10 More Questions
4.1 Atomic Structure and the Periodic Table (Paper 1)			
Atoms, elements, and compounds: th...	91%	247	▶
Mixtures	71%	14	▶
Atomic models	65%	129	▶
The periodic table	72%	65	▶
Group 0	19%	41	▶
The transition metals (separate ch...	88%	8	▶
4.2 Bonding, Structure and the Properties of Matter (Paper 1)			
Chemical bonds	74%	57	▶

This means you know which topics you need to focus on and which ones you're doing well in!

Step 6:
If you have any issues with Educake, e.g. forgetting your username/password or if you are struggling with a topic, do not hesitate to contact your **English teacher**. They will be happy to help.

Section 3 - GCSEPod

Step 1:
In order to log into GCSEPod, follow the instructions below. Your screen should look like this when you navigate to www.gcsepod.com:
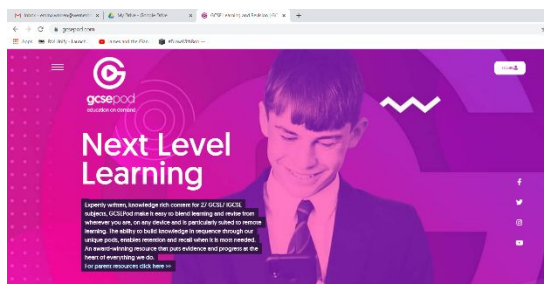
Step 2:
Click 'Login' on the top right

Step 3:
Click 'New Here? Get Started'

Step 4:
Click 'Student'

Step 5:
Enter your details correctly:
● First Name
● Last Name
● Date of Birth
● Werneth School

Step 6:
You will then be sent a password to your school email account and will be able to log in and activate your account. See your English teacher if you already have an account and have forgotten your password.

Section 4 - Reserve and Read

Step 1:

You will need to open whichever web browser you use and navigate to www.readingcloud.net
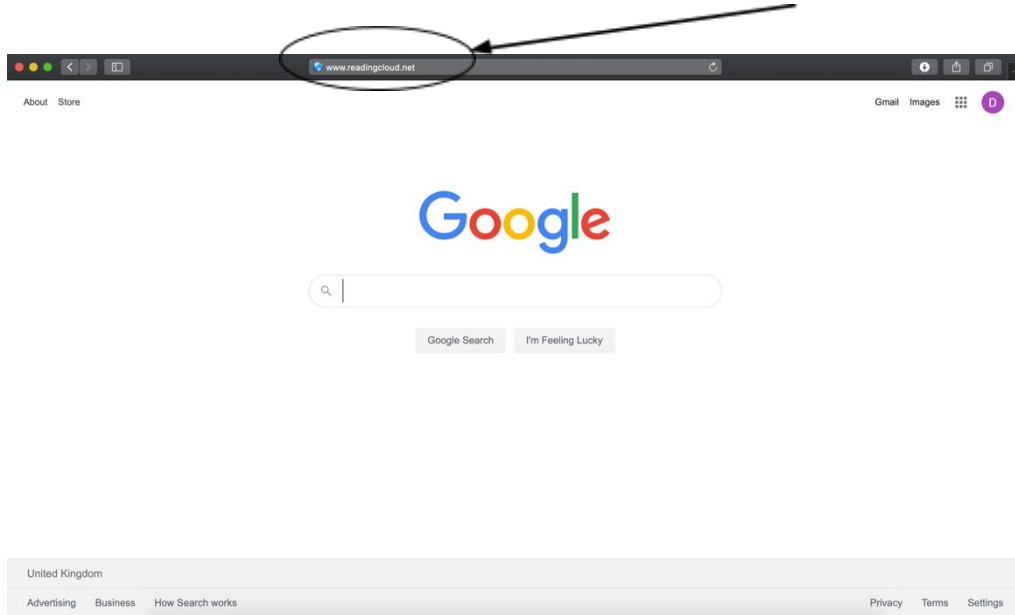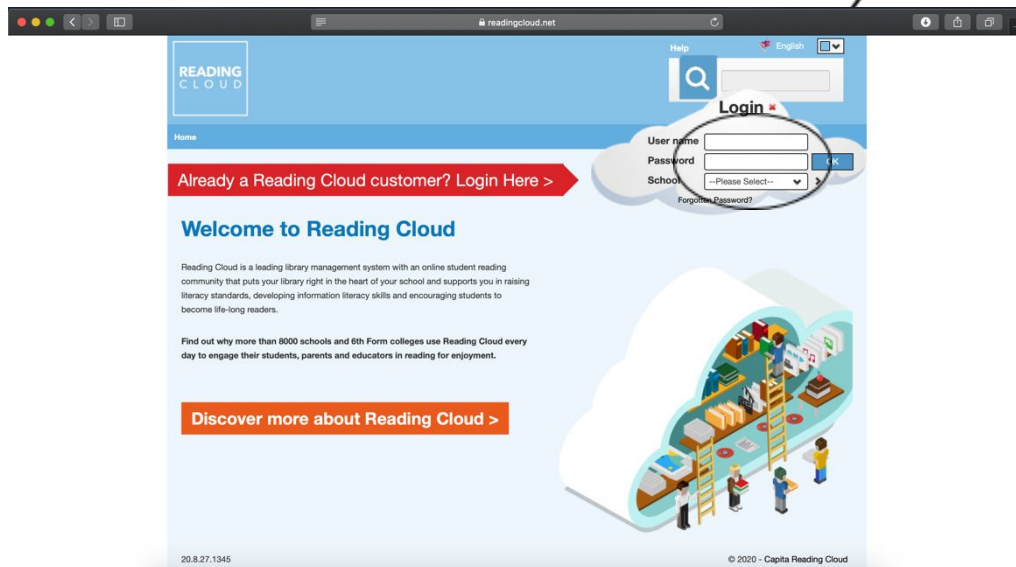
You will be brought to a page which looks like this:
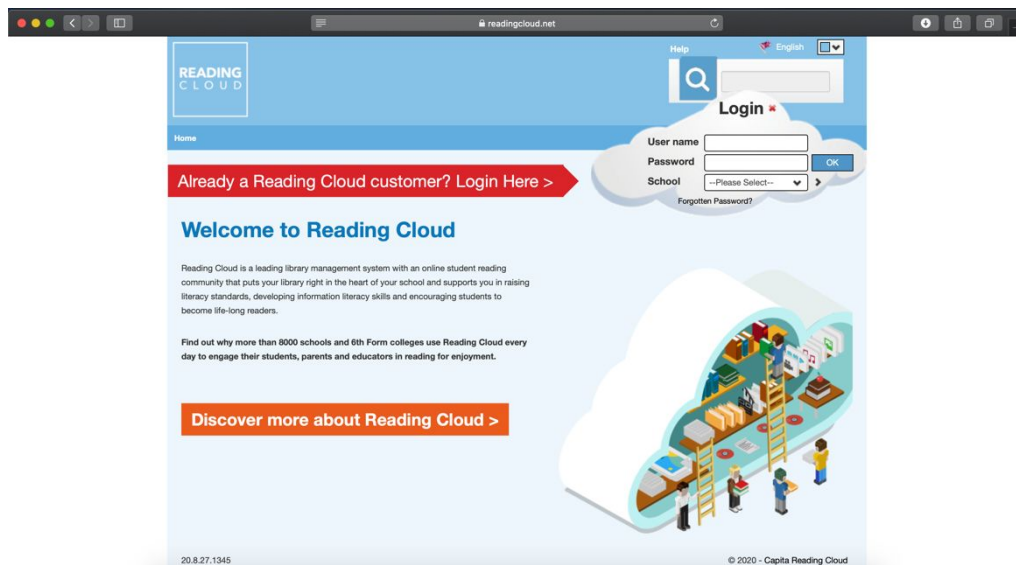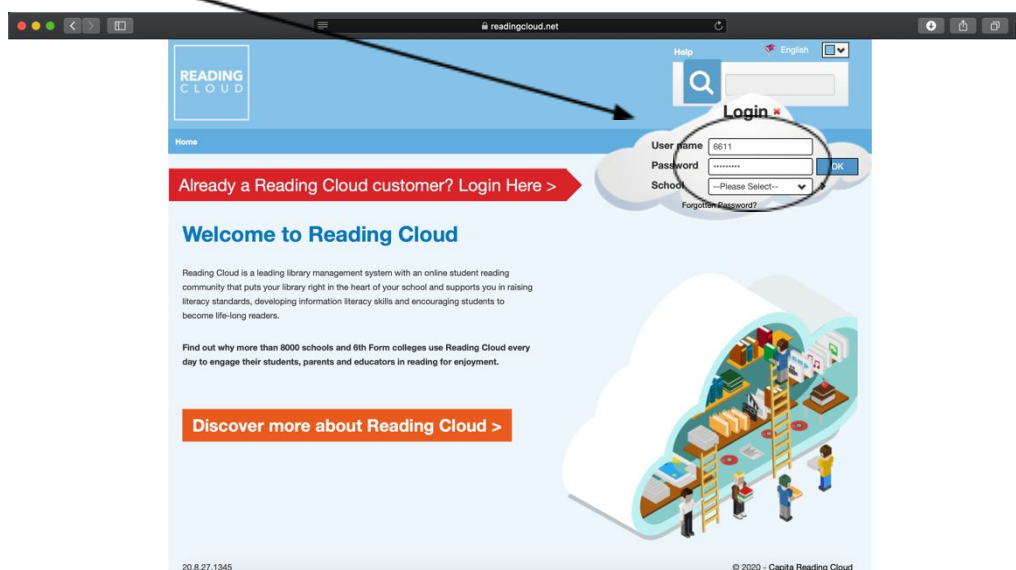
Step 2:
You will need to put in a username, password and choose your school to log-in. This is input here:

Your username is the barcode you have been given by your form tutor. This barcode is **four to six letters long.** The password is **Werneth1!**
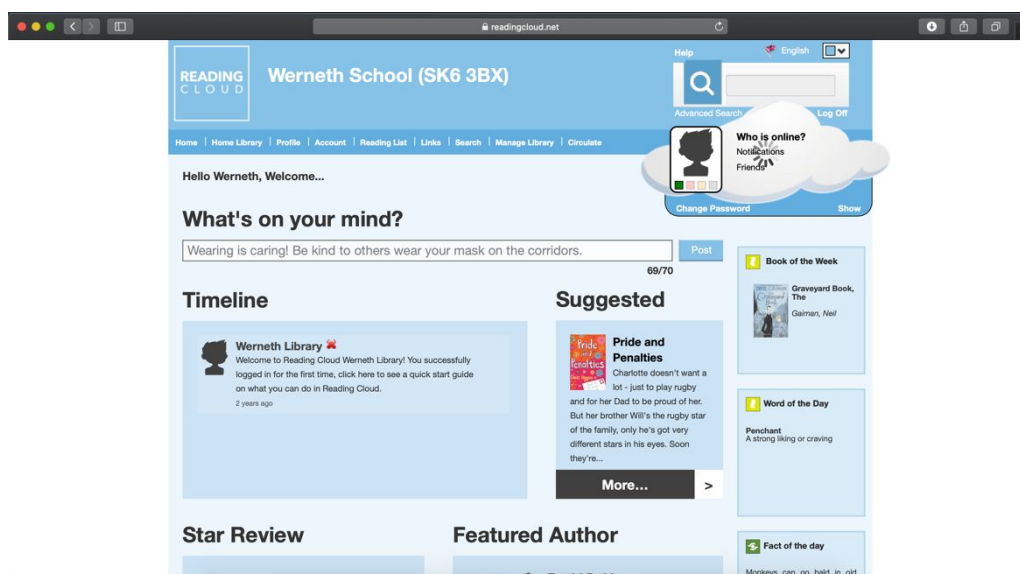
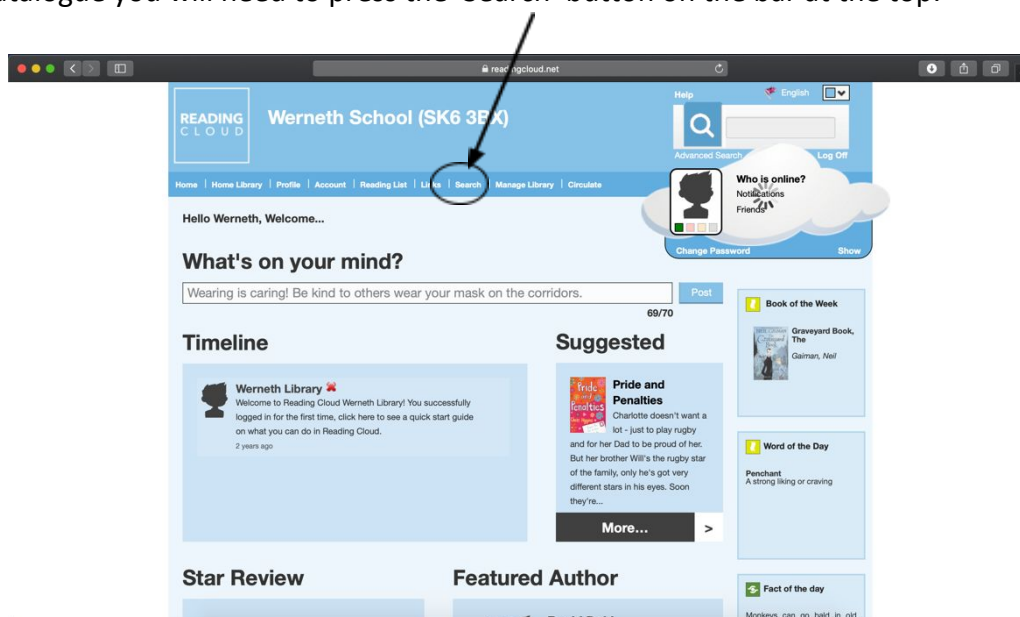It should now look like this:

When you select the school, you should select **Werneth School (SK6 3BX)**. This will automatically log you in and take you to the Reading Cloud homepage.

Step 4:
This is the Reading Cloud homepage. As I have logged in as librarian, yours may look slightly different:


This is where you will be able to search for books, browse books recommended for you, leave reviews of books you have read and much more. However, this guide will be showing you only how to search for and reserve a book. If you need to know anything else, please ask your English teacher. To search for a book in our library catalogue you will need to press the 'Search' button on the bar at the top:
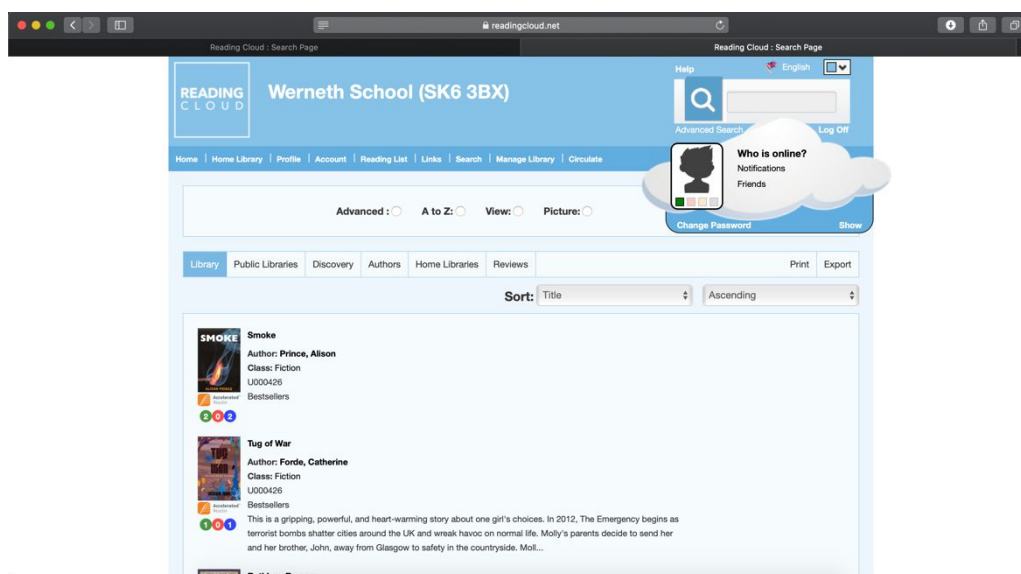

Once you have clicked this button, go to **Step 5.**

Step 5:
Your page should look like this, and you need to click **All Resources**:
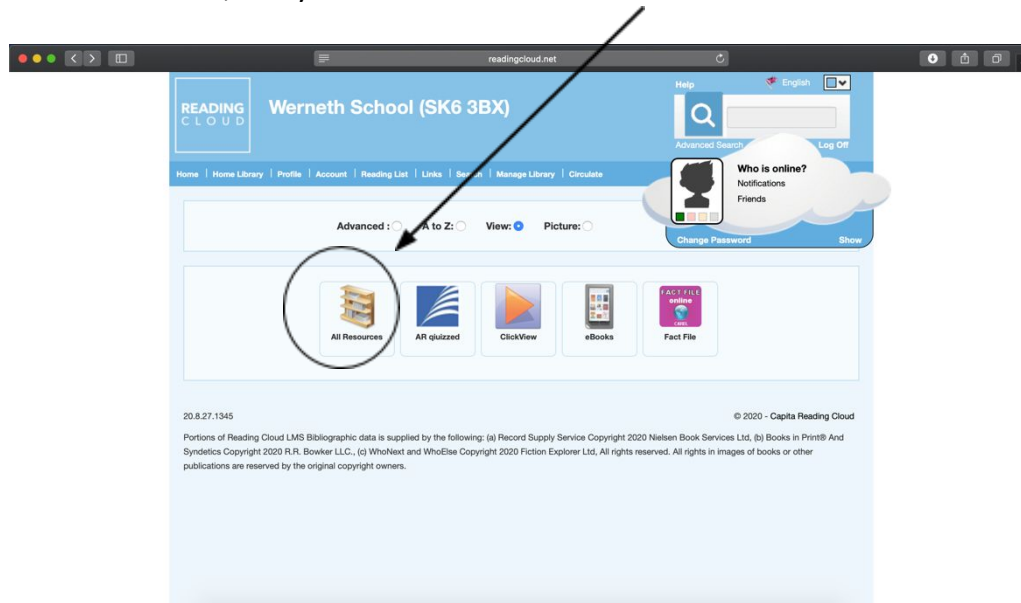

This will open a new tab, which looks like this:

You can now scroll through the list of every book available at Werneth School! The other tabs along the top – **Public Libraries, Discovery, Authors, Home Libraries and Reviews** – will be empty. **Discovery, Authors and Reviews** will fill up the more you check books out!
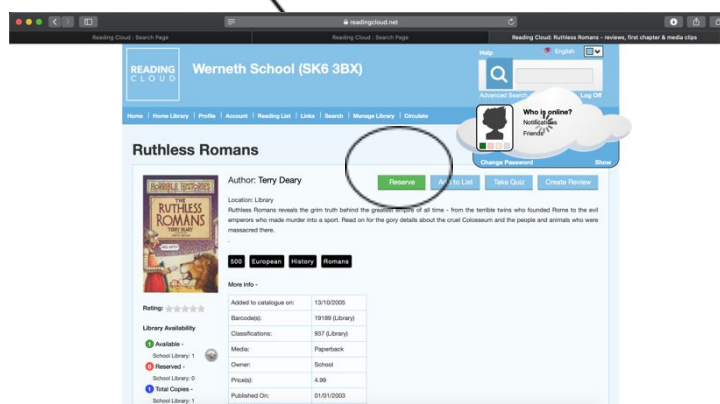
Step 6:
When you have seen a book you like, click on the picture next to it. For example, I have selected *Ruthless Romans* by Terry Deary. It will take you to a new tab, which looks like this:
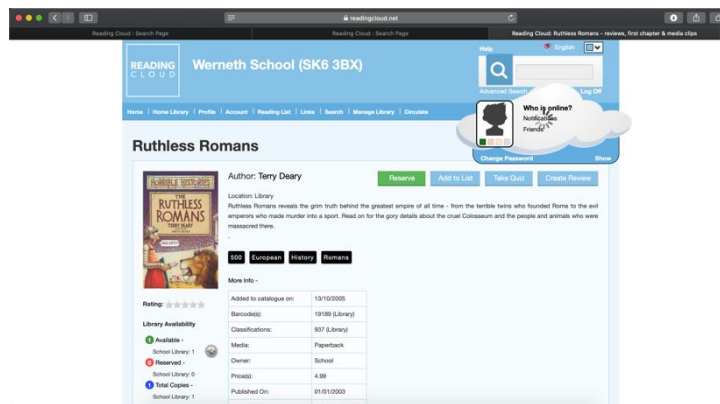
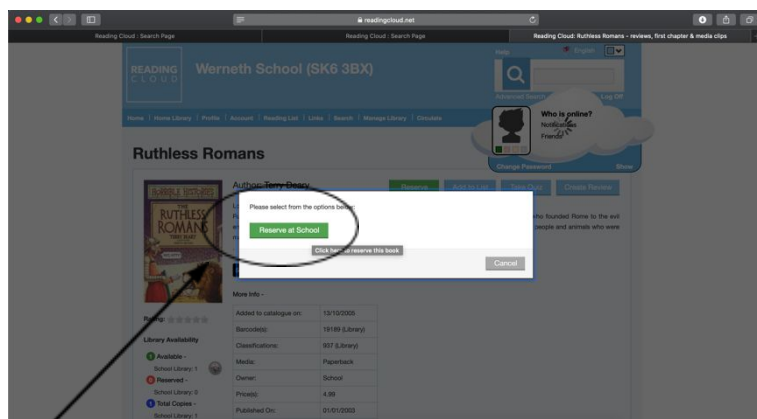It will display the cover of your book and a short synopsis. It will tell you **here** if it is available:
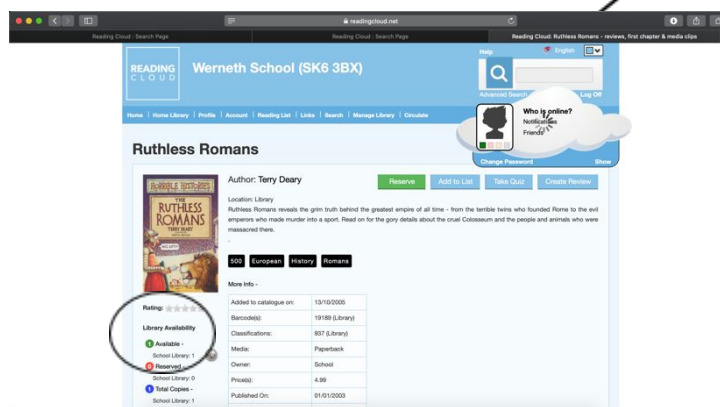
And if it is available, you need to click **here** to reserve it:

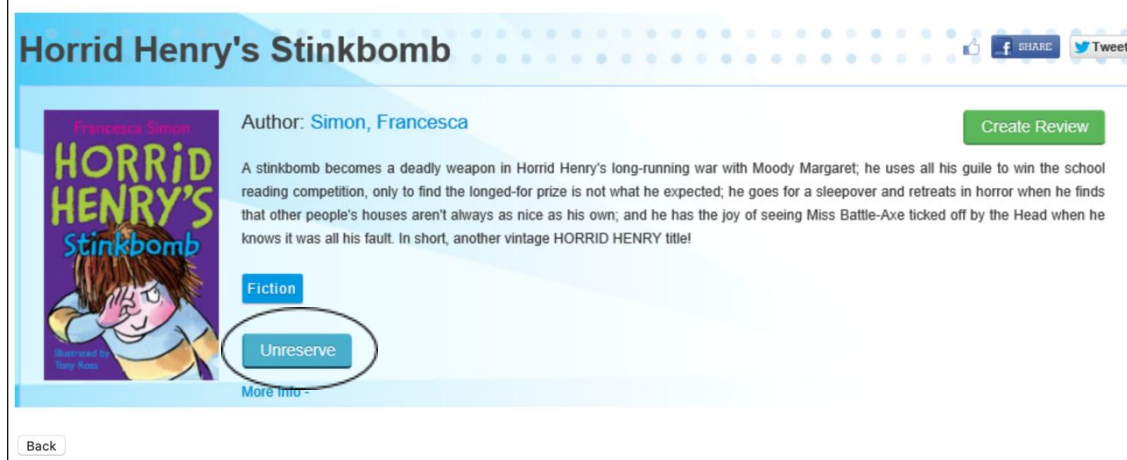Once you have selected this, you need to go to **Step 7**.

Step 7:
Your page should look like this once you have selected **Reserve**:

You then need to press **here**:

This will then change the **reserve button**. It will now say **Unreserve**. This means you have successfully reserved the book and Mrs Taylor will be getting it ready for you! It looks like this:

That is all there is to it. If you need further advice, you can ask your teacher. As well as this, Reading Cloud has a very helpful User Guide located at this link:

https://cdn.microlibrarian.net/Reading%20Cloud/Web%20Help/

Happy Reading!

Email Addresses

If you have any issues or concerns about your work, access to any of the platforms or just a question, you can contact your English teacher directly through email.

Our email addresses are:

anthea.clegg@wernethschool.com
claire.ellis@wernethschool.com
dominic.liffen@wernethschool.com
emma.warren@wernethschool.com
helen.markham@wernethschool.com
helen.taylor@wernethschool.com
holly.mclaren@wernethschool.com
lauren.taylor@wernethschool.com
olivia.rogers@wernethschool.com
rachael.smith@wernethschool.com
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stuart.mckeown@wernethschool.com