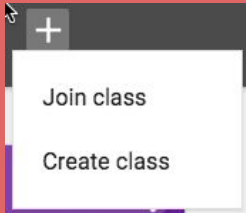# Google Classroom Essentials

Create a Class

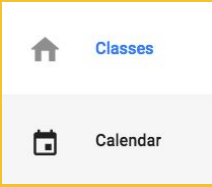Click on the plus icon in the upper right to create a new class.

Locate Classes

Upper left are 3 lines to reveal the menu. Use the menu to return to class tiles page, locate the class calendar or view the list of assignments.
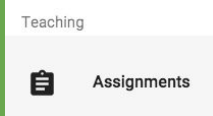
Calendar

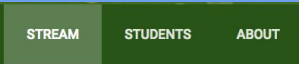Google Calendar shows assignments with a due date.

Assignments

View the list of assignments for one or all classes.

Stream

The stream is where assignments and announcements are visible.

Class Code

Students join a class by entering the class code.

CLASS CODE
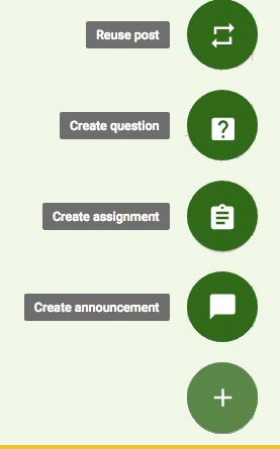
Students can join the class with this code:

46bna4

Attach Something

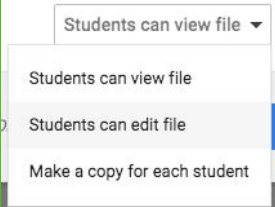Add files from your computer, from Google Drive, YouTube or link to a webpage in an assignment or announcement.

Create

Click on the plus icon in the bottom right to create an announcement, assignment or question.

Reuse post

Create question

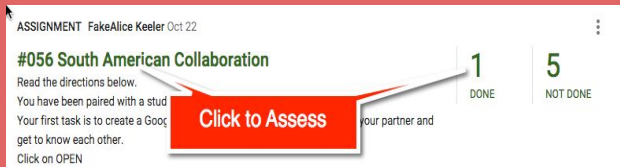Create assignment

Create announcement

View, Edit or Make a Copy

When attaching documents for students, you have the option to make the document so the class can view, the whole class can edit the same file, or make each student their own copy to edit.
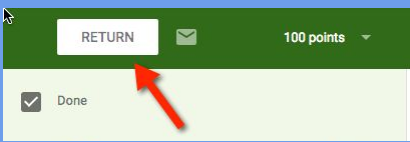
Students can view file

Students can view file
Students can edit file
Make a copy for each student

Assess and Provide Feedback

ASSIGNMENT FakeAlice Keeler Oct 22

#056 South American Collaboration

Read the directions below.
You have been paired with a stud
Your first task is to create a Goog   your partner and
get to know each other.
Click on OPEN

Click to Assess

1 DONE

5 NOT DONE

Click on the assignment title in the stream to reveal the assignment feedback screen to see student submissions.

Return Work

RETURN   100 points

Done

After providing feedback to students, return their work. Classroom switches ownership to the teacher upon student submission. Returning work returns student editing privileges.