HOW TO USE GOOGLE CLASSROOM (FOR STUDENTS)



FOR LAPTOP / DESKTOP USERS

To log into Google Classroom, visit:

https://classroom.google.com

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Enter the email address given to you by the school and click "Next"

Google Sign in Use your Google Account
Email or phone
Not your computer? Use Guest mode to sign in privately. Learn more
Create account Next
English (United States) - Help Privacy Terms

Enter the password of your Google Account and click "Next"

Google Welcome (2 st@ .ac.in ~	
Enter your password	© Next
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When signing in for the first time, you'll be presented with the following screen. Click **"Continue"**



On the following screen, click on "I'M A STUDENT"



You're now required to join classes for all subjects that you are studying.

There are two ways you can join a class.

- a) The teacher adds you in a class and you'll receive an email informing you. You need to accept and join the class.
- b) You'll be given a class code which will have to be entered on your own and join the class.

Now, click "+" sign to join classes.

= Google Classroom	+ 111 (52)
	Join your first class!
Don't see your existing classes? TRY ANOTHER ACCOUNT	

Enter the class code of the class that you wish to join.

≡ Google Classroom		+ # 52
		1
		Join your first class!
	Join class	
	Ask your teacher for the class code, then enter it here.	
	Class code	
	Cancel Join	
	Don't see your existing classes?	
0	TRY ANOTHER ACCOUNT	

Repeat the process for all classes that you wish to join.

You will see all the classes that you've joined on the Classroom home.

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Std. 10 Training Classroom Admin		
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Click on the class that you wish to enter.

You will now see all that notes and assignments shared by your teacher.

You will also see a Google Meet link if the teacher has scheduled a meeting.



Click on the "Classwork" tab to see all class notes, assignments etc. shared by your teacher.

≡ Std. 10 _{Training}	Stream	Classwork People	III S2
	ව View your work	📑 Meet 🖻 Google Calendar 📋 Class Drive folder	
	Chocolate Recipe Assignment	No due date	
	Raw Material for chocolates	Posted Jul 2	
	Chocolates	Posted Jun 29	
0			

Click on the note / assignment you wish to see.

= Std. 10 Training	Stream	Classwork	People			S2
	ව් View your work	🔲 Meet	🖶 Google Calendar	Class Drive folder		
	Chocolate Recipe Assignment			No due date		
	Posted 8:11 PM (Edited 8:13 PM)			Assigned		
	Chocolate Recipe Google Docs					
	View assignment					
	Raw Material for chocolates			Posted Jul 2		
	Chocolates			Posted Jun 29		
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Once inside, you'll see the assignment and other material with it if any.

On the right hand side is **"Your Work"** section. Here you will be able to submit you replies/answers to the assignment given to you.

Create your answer using available resources (Docs, Sheets, Slides, etc.)

	$00\% \bullet \text{Normal text} \bullet \text{Arial} \bullet 11 \bullet \text{B I } \underline{U} \underline{A} \checkmark \text{Go } \underline{\Box} \bullet \underline{\bullet} = \underline{\Xi} \equiv \underline{\Box} \text{I} \underline{\Xi} \text{I} \underline{\Xi} \bullet \underline{\Xi} \bullet \underline{\Xi} \in \underline{X} $	^
	1 · · · · · · · · · · · · · · · · · · ·	
-		
=	Ingredients	
	34 cup coconut oil / cocoa butter / vegetable shortening /copha	
	1 cup sugar, powdered	
	34 cup cocoa powder	
	1/3 rd cup milk powder	
	r isp vanila extract	
	Instructions	
	 firstly, firstly, melt the coconut oil by double boiler method. heat a saucepan with a cup of 	
	water.	
	 Interplace a large bow, making sure it doesn't touch the water. Interplace a large bow, butter (water he pacteries) 	
	take % cup coconut oii / cocoa butter / vegetable shortening /copna. allow it to melt on medium firme.	
	5 further add in 1 citing finance as the art	
	6 also add % cup coa powder and 1/3rd cup milk powder	
	additionally, add 1 tsp of vanilla extract for more flavours.	
	mix well till the cocoa powder and milk powder combines well with oil.	
	also make sure the mixture has turned smooth and silky.	
	 now scoop the mixture and pour into silicone mould. alternatively, use ice moulds. 	
	11. shake and tap gently to remove the air bubbles.	-
	12 refrigerate for 2 hours or till it sets completely	100

Once ready, click "Turn in" to submit your answer to the assignment.

≡ Std. 10 Training				III S 2
	Chocolate Recipe Assignment Teacher 1 - 8:11 PM (Edited 8:13 PM) 100 points Chocolate Recipe Google Docs	You	r work Assigned S2 AJS - Chocolat × Google Docs × + Add or create Turn in	
	Add class comment	Privat	Add private comment_]
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A confirmation dialog box will appear.

Click "Turn in" to submit your assignment or "Cancel" to cancel the submission.

Feacher 1 + 8:11 PM (Edited 8:13 PM)		Your work Assigned S2 AJS - Chocolat × Google Docs
Chocolate Recipe Google Docs	Turn in your work? 1 attachment will be submitted for "Chocolate Recipe Assignment".	+ Add or create
Add class comment.	Cancel Turn in	Private comments Add private comment.

Once submitted, the assignment will appear as "Turned in"

You may withdraw your submission of the assignment by clicking the **"Unsubmit"** button under **"Your Work"**.

A submission cannot be withdrawn after the teacher has checked the assignment.

	Chocolate Recipe Assignment	Y	'our work Turned in
	100 points	[S2 AJS - Chocolate Rec Google Docs
	Chocolate Recipe Google Docs		Unsubmit
	Class comments	P	rivate comments
	Add class comment_		Add private comment
)			

FOR SMARTPHONE / TABLET USERS

Download and install Google Classroom from Google Play Store / Apple Store



NOTE: It is assumed that the Google Account given to you by the school is already configured in the smartphone / tablet.

When starting the App for the first time, select the school's account for Classroom and tap **OK**

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Choose acc	ount for Class	room		
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			CANCEL	ок
	GET	STARTED		
			n your class. <u>Learn mo</u> i	
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Next, pick your role as a Student, tap on "I'M A STUDENT" option



You'll now see the Classroom Home page.



Click on the + sign on the upper right corner to join classes.

Enter the class code of the subject applicable to your standard and division



After entering the class code, tap **Join** on the upper right corner to join the class.



Once you've joined, you'll be taken inside the classroom.

Tap the burger menu (three horizontal lines) on the upper left corner and select Classes

Repeat this procedure (adding classes) for all subjects that you are required to attend.

Once inside the Classroom,

Stream – Shows the material and assignments shared by the teacher and other communication



Tap on the material / communication / assignment to open the content.

Classwork – Shows the class work shared by the teacher



People – Shows the class teachers and fellow classmates



In the Classwork section, tap on the assignment you wish to work on and submit after completion.



Tap on the assignment to go through it and make necessary preparations to answer it.

Once you've gone through the assignment, tap the arrow pointing upwards in the **Your Work** section (at the bottom of the screen)



Tap **Add attachment** to add attachments from your device / drive and various other sources as answer(s) to the assignment.

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Your	work			Assigned	
+		Add attachment			
		Mark as done			
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	Drive				
Θ	Link				
±	File				
0	Take photo				
	Record video				
Create					
	New Docs				
	New Slides				
	New Sheets				
PDF	New PDF				
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Once finished, tap **Turn in**. This will submit your assignment and the teacher will be informed about your submission.



You'll be asked to confirm your submission.

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			:			
Your work			Assigned			
S3 - Chocolate Recipe As	signment		×			
+	Add attachment					
	Turn in					
Turn in your work? 1 attachment will be submitted for "Chocolate Recipe Assignment"						
		Cancel 1	urn in			
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The screen will now show that the assignment has been submitted (Turned in)



You may withdraw your submission of the assignment by clicking the **Unsubmit** button under **Your Work**.

A submission cannot be withdrawn after the teacher has checked the assignment.

You may tap the big arrow pointing downwards to return to the assignments screen.

The App is under constant development and you may notice feature updates and additions.