

Logging into Google Classroom

Google Classroom is best accessed via a PC (/laptop). It can also be accessed on an iPad or the Google Classroom app.

1. Go to <https://classroom.google.com/>
2. There, you will be asked to log into your Google Account. This is the same login that the children use to log onto a chromebook at school.
3. The username will end in @whyteleafschool.org.

Username: _____

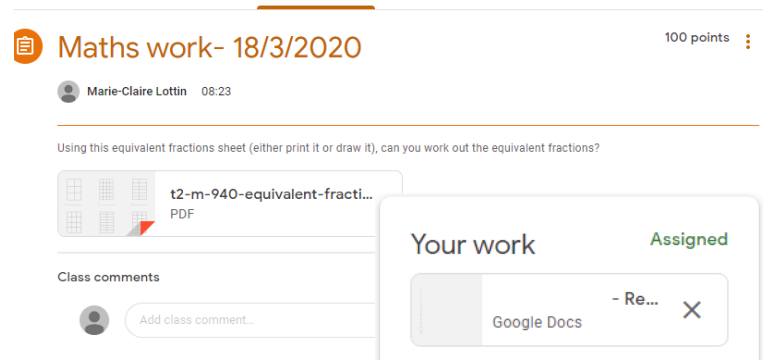
Password: _____

4. Your child should already be in a Google Classroom which will appear on the next page.

If not, select join class and enter the class code.

Class codes are on the Virtual Learning Year Group pages.

5. Once in the correct classroom, there should be a 'stream' of 'assignments' set. Click on the assignment for more information.



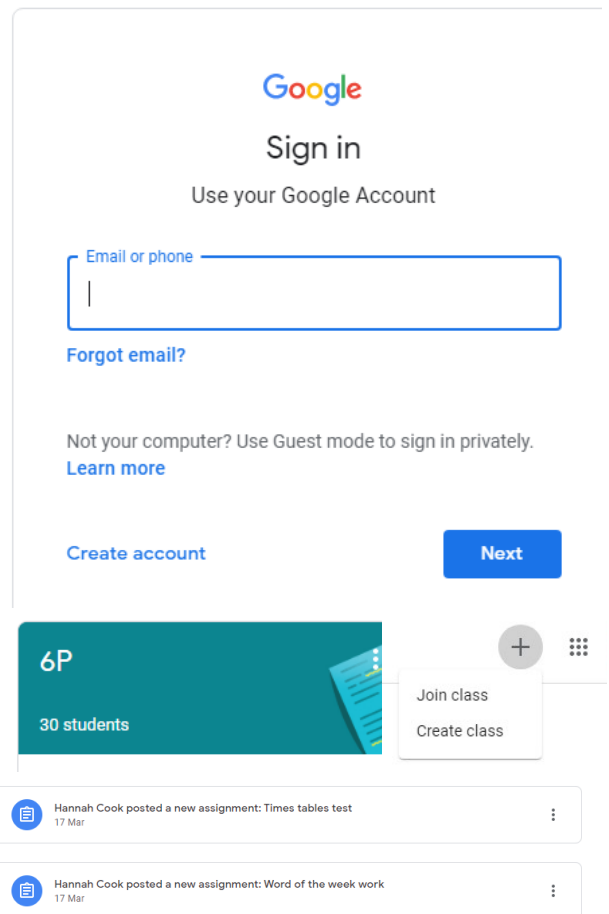
Assignments may have different formats.

- They could be 'quizzes' which are multiple choice. These should still be submitted online.
- They may be instructions for a piece of work to be done on paper.

7. While they are working, the teacher can add comments to their document. If they need help, they should use the 'comment' function to ask their work-related question. This will be answered when the teacher is next available.

You may see an option for a 'private comment' - the teacher may not see this so it is recommended to use the class comment function.

8. When they have finished their work, they should 'hand in', 'turn in' or 'submit' it. This will allow the teacher to mark it.



6. There will be instructions that the teacher has written.

There will be documents attached.

Some of these documents may be 'read only'.

Under 'Your work', there is a document — this should be where they write their answers on.

