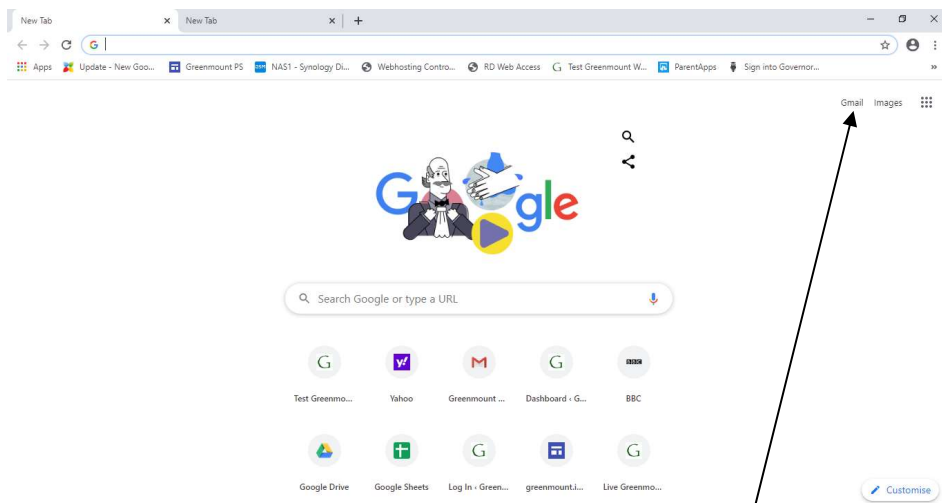


Using Google Classroom – Guidance for Parents

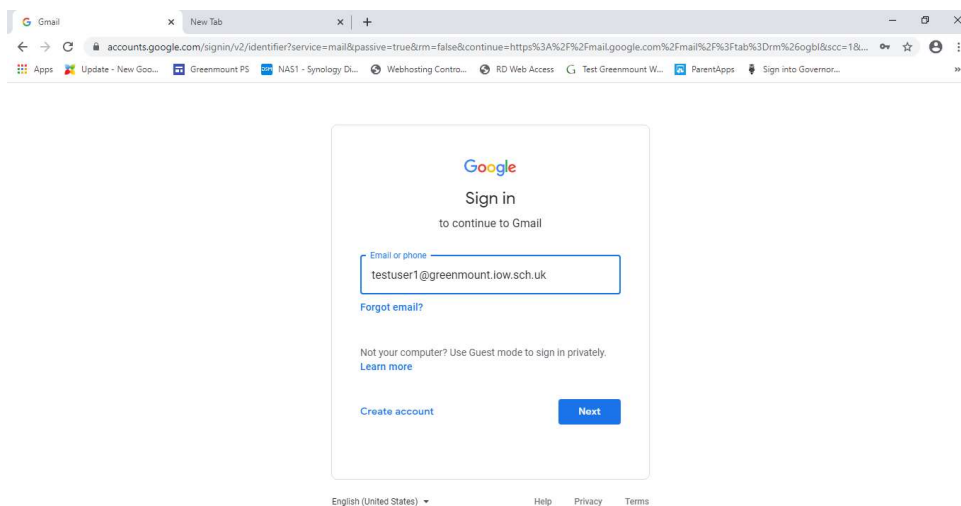
Logging On

Your child will have been given details of their Google username and password by their teacher before they left school on Friday.

To logon to Google Classroom please open a web browser (Internet Explorer/ Edge/ Google Chrome). Go to <https://www.google.co.uk>.



Click on the **gmail** link in the top right hand corner of the screen.



Enter your child's google user name in the box. It will be in the format:

[99][firstname][surname initial]@greenmount.iow.sch.uk

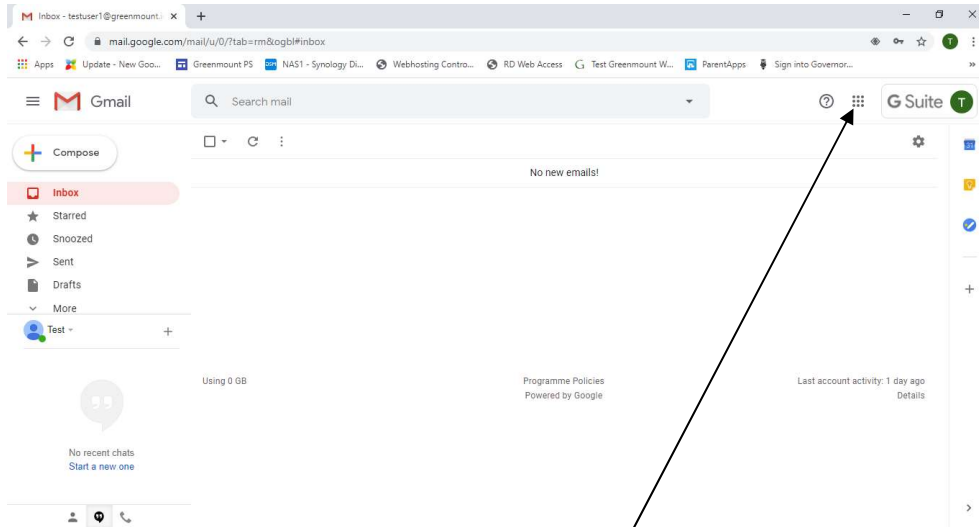
For example: 14fredb@greenmount.iow.sch.uk

Click **Next**.

You will be asked to enter their password. This has been set to **greenmount**.

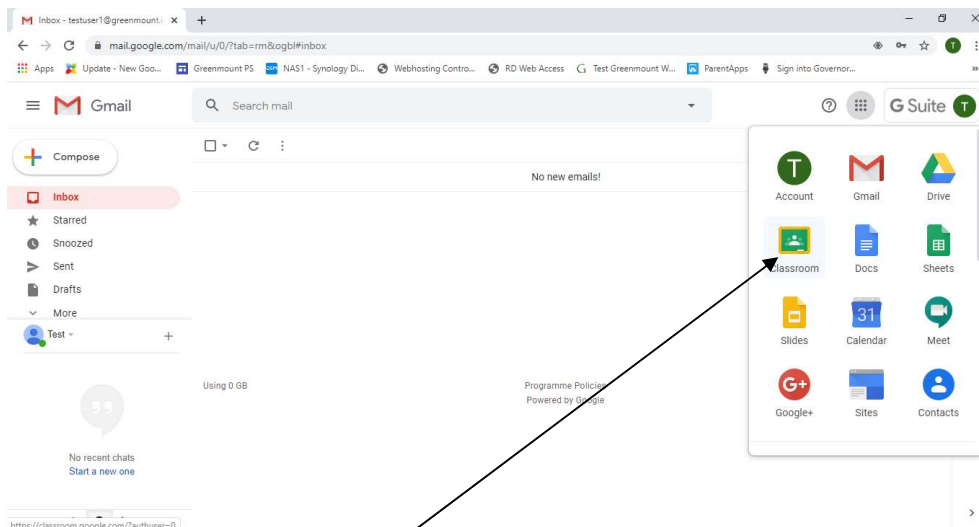
Click **Next**.

Their Gmail screen will be displayed.



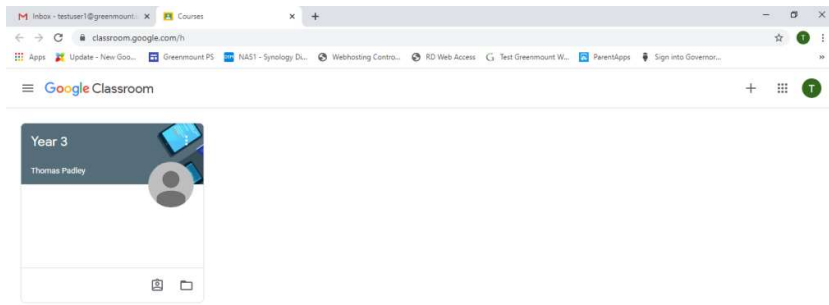
Click on the waffle icon in the top right hand corner.

You will be presented with a number of icons representing different Google apps:



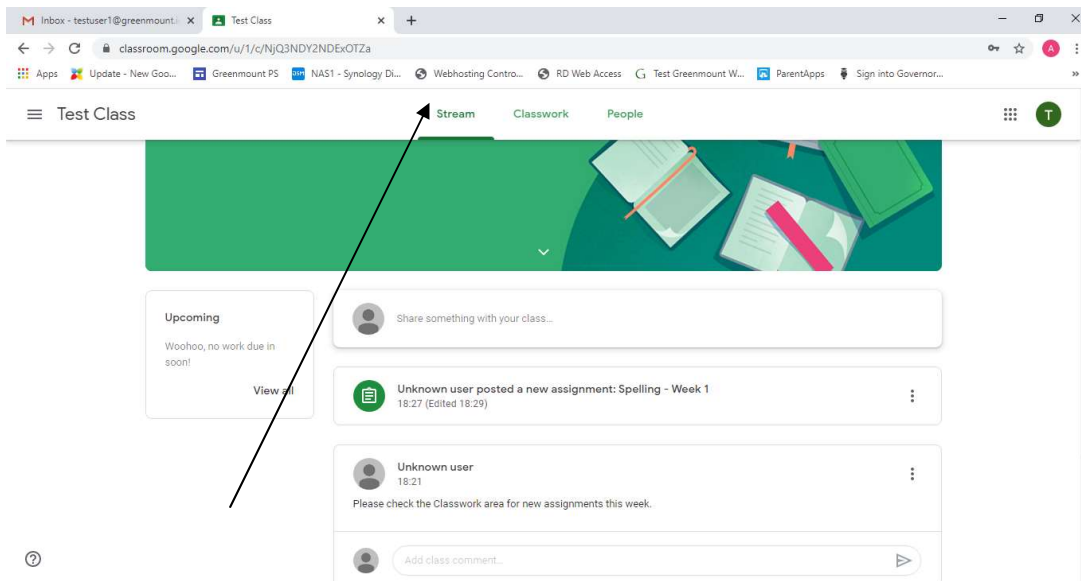
Click on the Classroom icon.

Google Classroom will open and you will see the class that your child is assigned to.

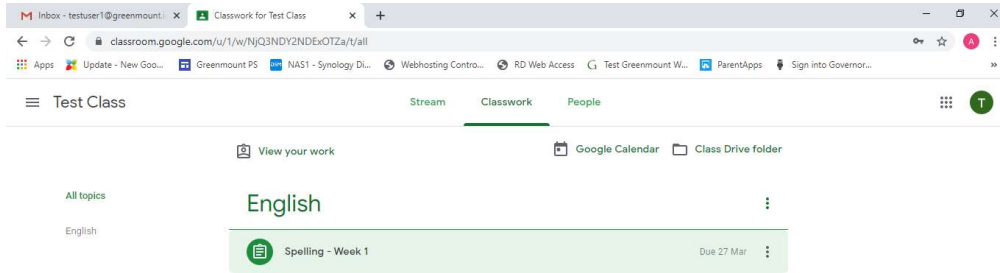


Accessing Classwork

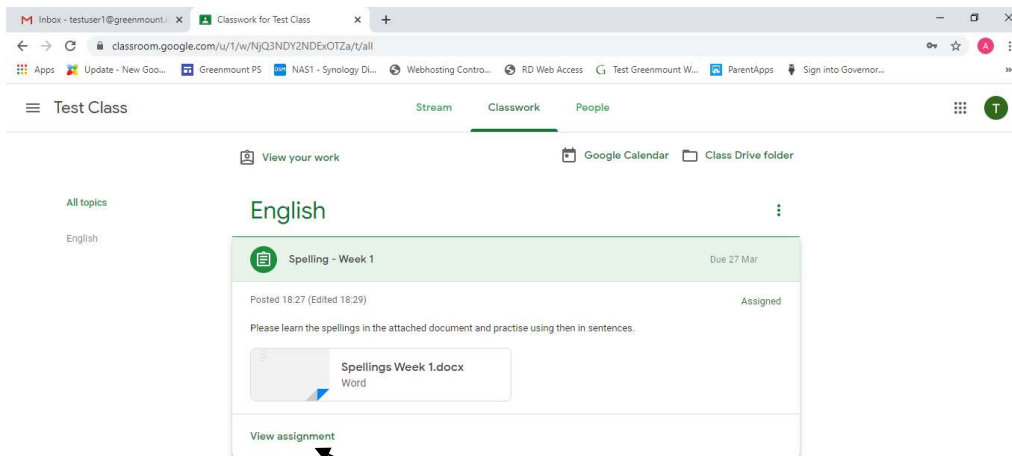
To access work assigned to your child, click on the class. You will see a welcome screen. The teacher will post updates and messages here.



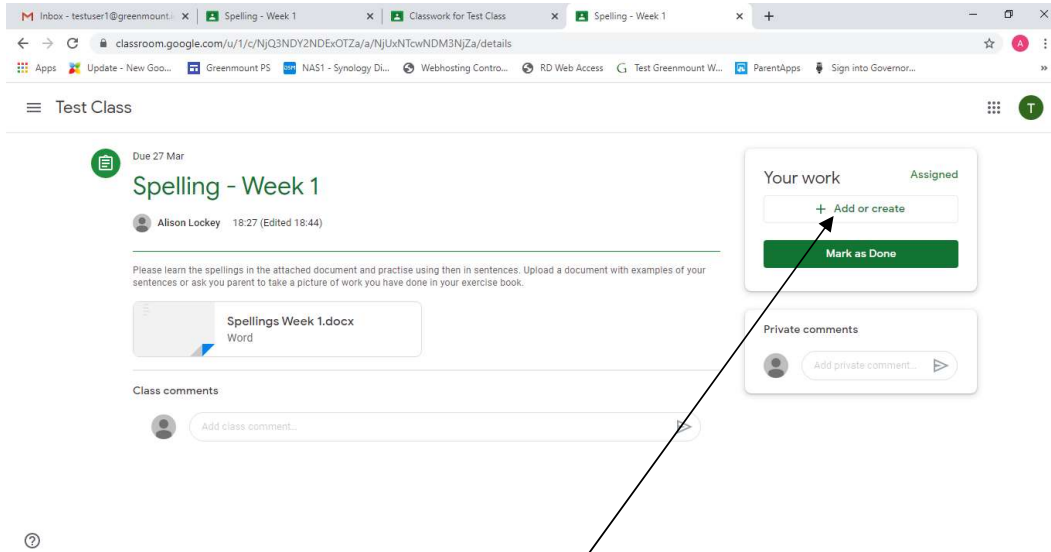
Click on the **Classwork** option to see work that has been assigned to your child.



To view the work that has been assigned to your child, click on the item and more details will be displayed.



Click on View assignment to see instructions on what you need to do to complete the work.



You can upload files or images by clicking **Add or create** and then mark the work as done by clicking on the **Mark as Done** button.