A PARENTS/CARERS' GUIDE TO GOOGLE CLASSROOMS

A step-by-step guide to understanding Google Classroom and helping your child to continue their cycle of learning.

ALL SAINTS
NATIONAL ACADEMY

WHAT IS GOOGLE CLASSROOM?

Google Classroom is a safe and secure web service that allows teachers to create, distribute and mark assignments in a paperless way. Google Classroom is a digital platform that we use at All Saints National Academy to share information, home learning tasks and feedback with our pupils. Think of Google Classrooms as your child's link to digital learning.

GETTING STARTED
USERNAME AND PASSWORD

All pupils at All Saints National Academy have been provided with a secure login and password that is unique to them to access Google Classrooms.

Their username is made up of:

- their first name
- initial of their last name
- @asna.walsall.sch.uk

For example:

A child in year six called Jane Smith, this would be janes@asna.walsall.sch.uk

If your child has any difficulty in accessing their account please do not hesitate to contact us so that we can help them. You can contact their class teacher via email or Class Dojo.

ACCESSING GOOGLE CLASSROOM

If accessing through a Desktop PC, Mac or laptop, this can be done by clicking on this link https://classroom.google.com or typing it into the search bar on your browser.

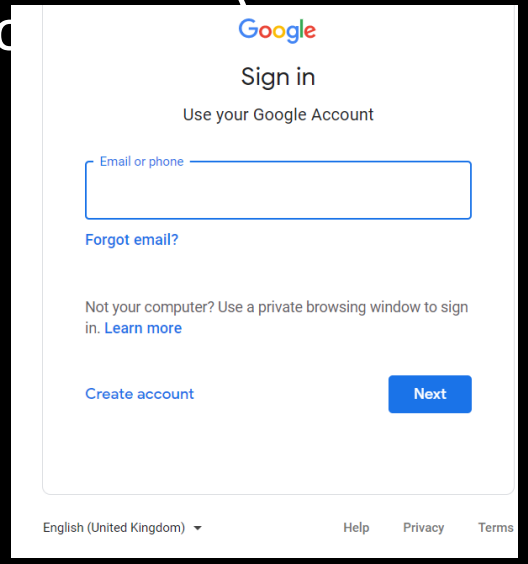
If you are using a Chromebook, you will need to download the Google Classroom app from the Web Store.

If you are using an iPad or other tablet or smartphone, it may be easier for you to download the free Google Classroom app from the App Store.

LOGGING INTO GOOGLE CLASSROOM

Step 1

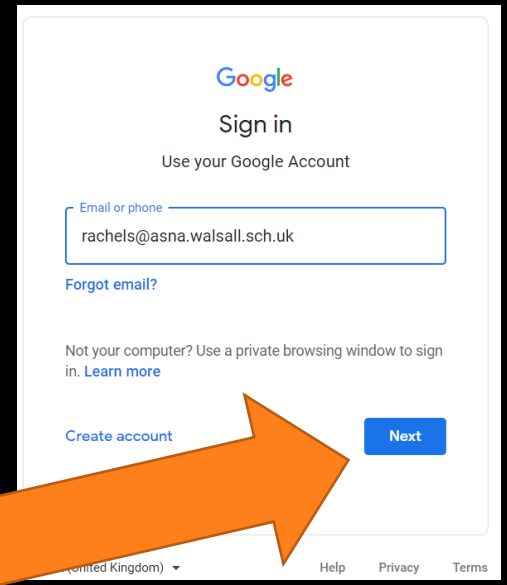
Click https://classroom.google.com or download the Google Classroom app (see previous page for more info



Step 2

To sign in your child should enter their username as detailed previously. This needs to be the full username including the @asna.Walsall.sch.uk part.

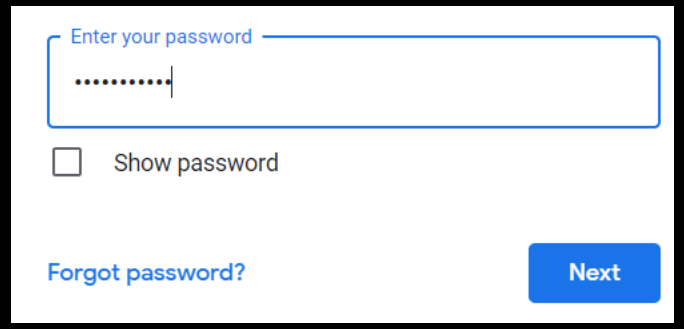
Click next.



LOGGING INTO GOOGLE CLASSROOM

Step 3

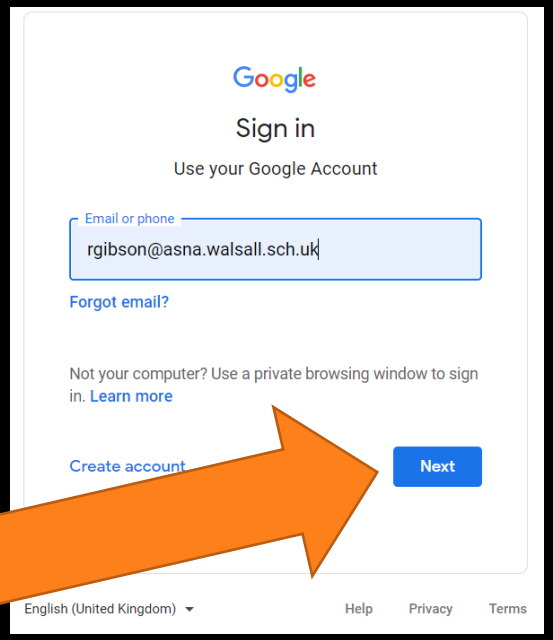
Type in your password and click ‘next’. Now you will see that you are signed in to your Google Account.



Step 4

To sign in your child should enter their username as detailed previously. This needs to be the full username including the @asna.Walsall.sch.uk part.

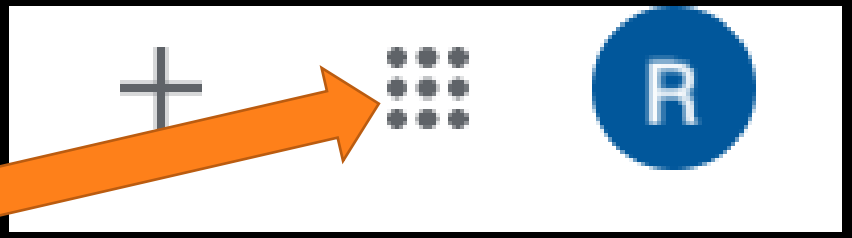
Click ‘next’.



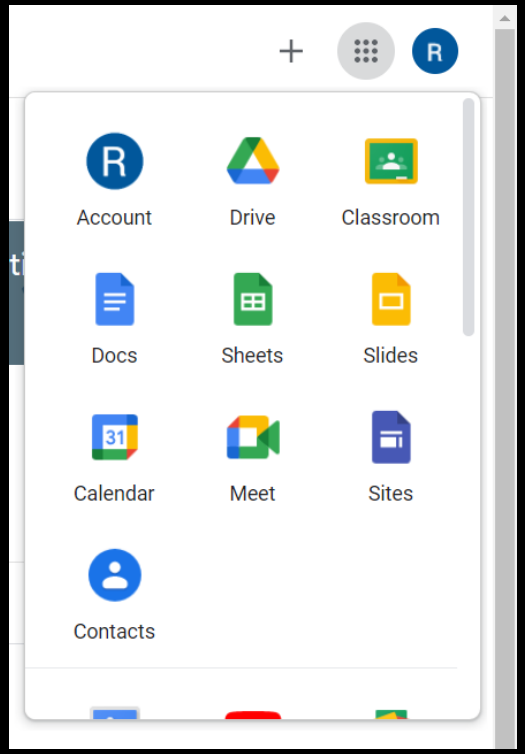
You have now logged in successfully.

GOOGLE SUITE

On the top right hand corner you will see the 9 squares (also referred to as the waffle) icon. Click this.



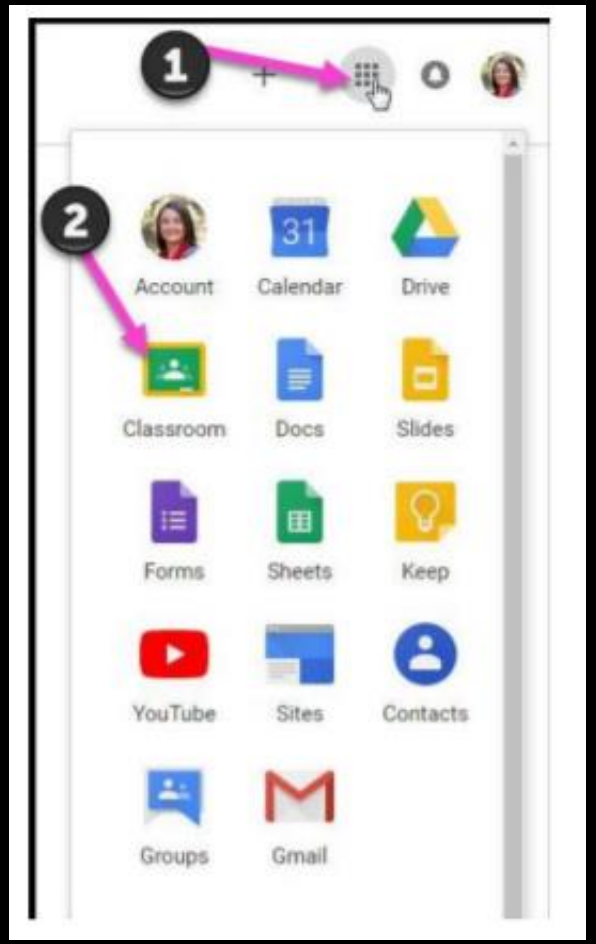
This shows you ALL the Google Apps your child has access to.



NAVIGATING GOOGLE CLASSROOM

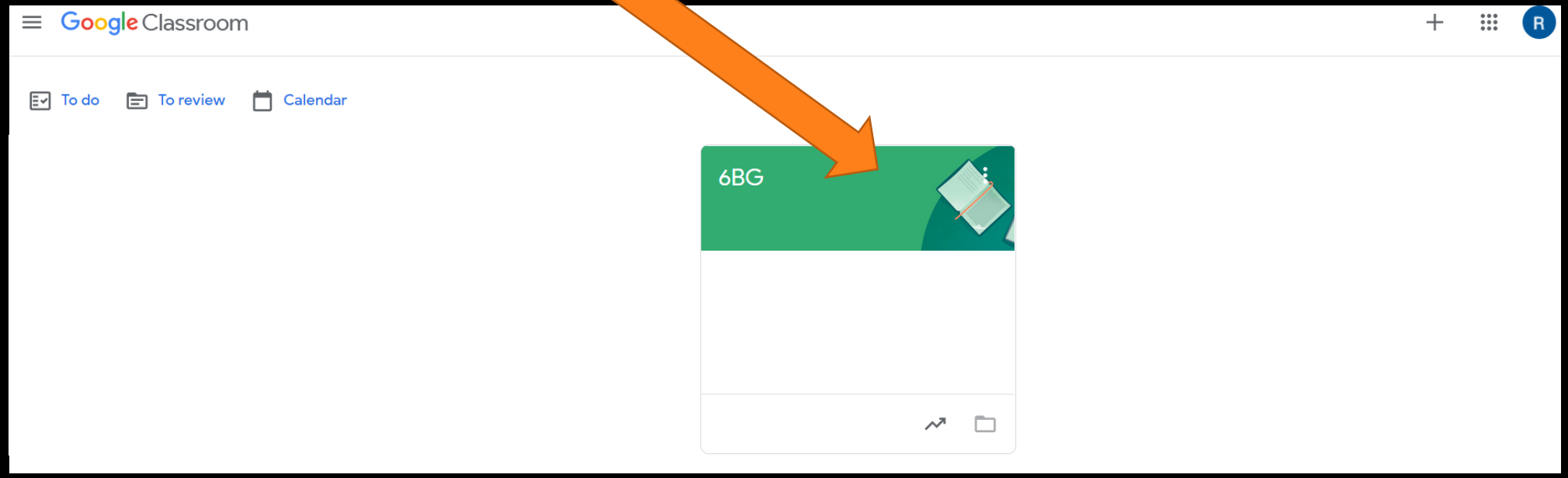
a) Click on the 9 squares ‘waffle button’ and then click the Google Classroom icon.

b) You will see a screen with any classroom that your child has been added to.

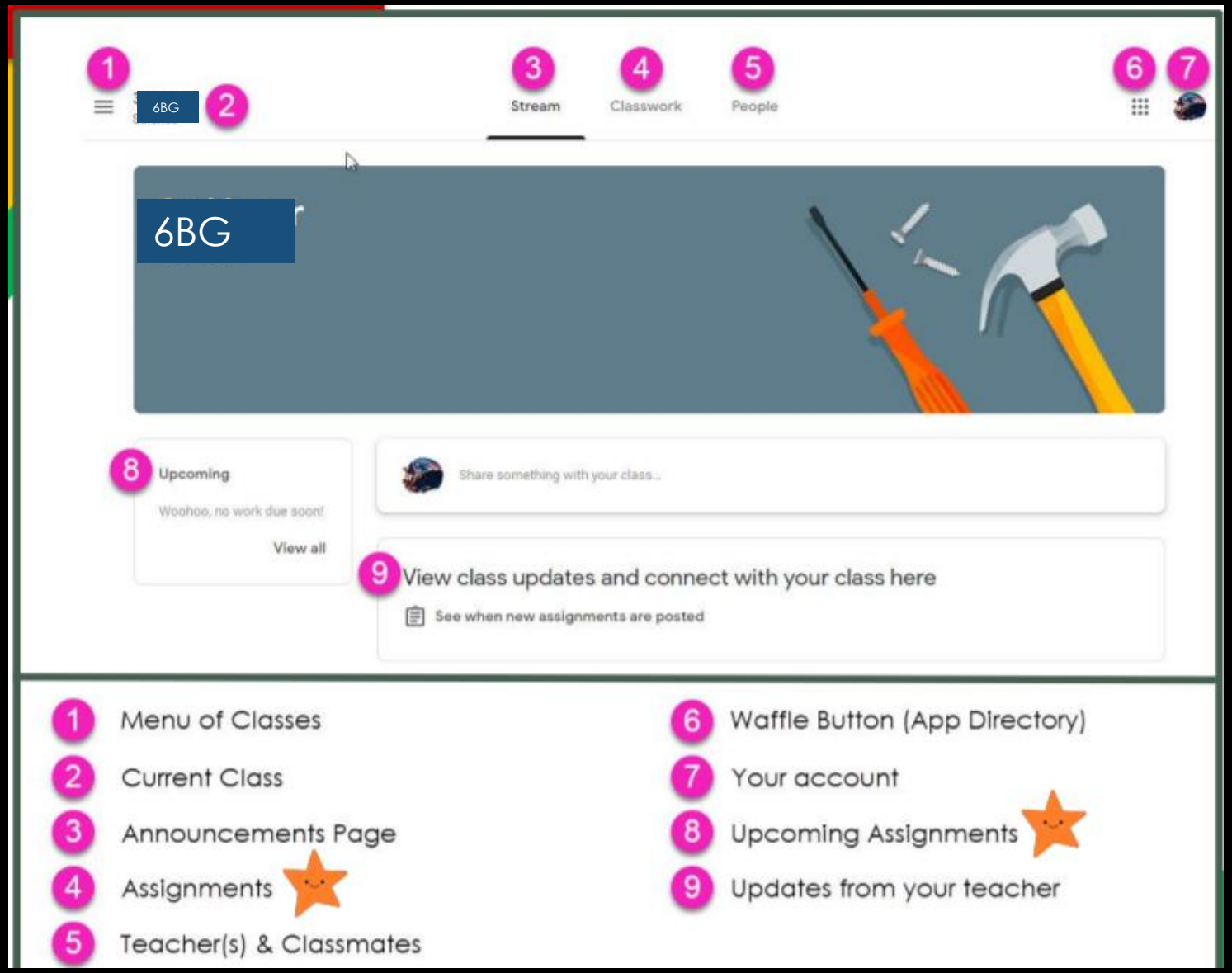


PAGE TOOLS

Click on your child's class.

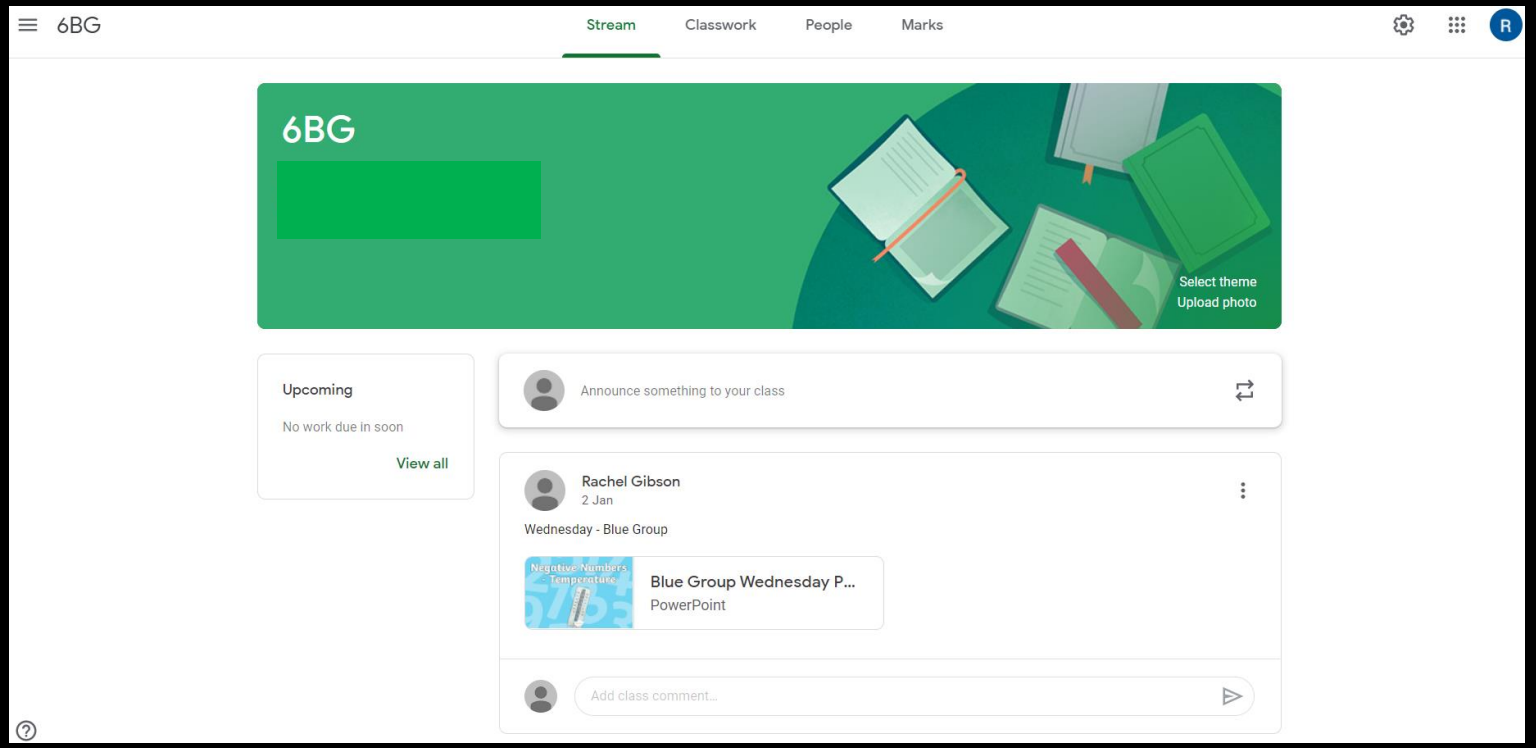


GOOGLE CLASSROOM'S PAGE TOOLS



STREAM WITHIN GOOGLE CLASSROOM

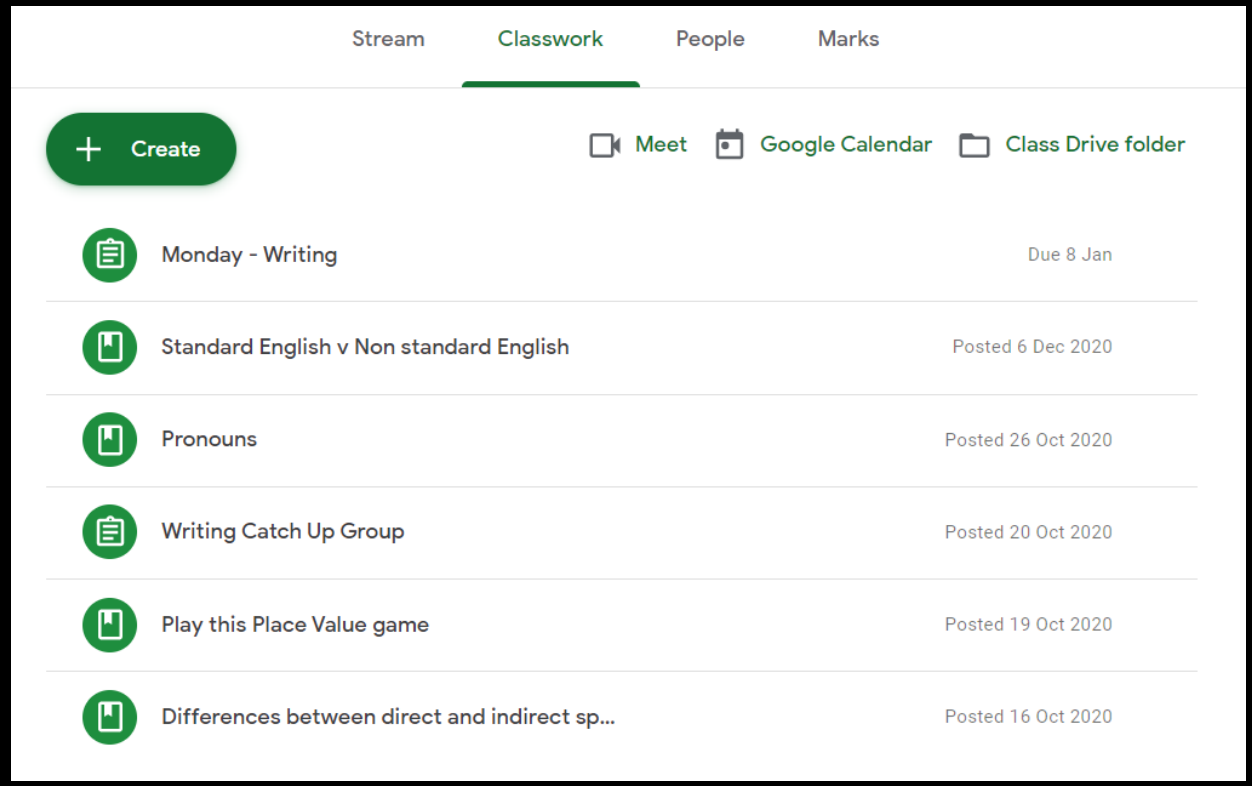
This is where your child will see posts from their teachers. Posts may contain links to websites, classwork set by your child's teacher or simple communications between all the members of the class. Posts are always monitored by your child's teacher, as are any accompanying comments made by individuals, so we ask that children only use this feature if they are asking a question about



CLASSWORK WITHIN GOOGLE CLASSROOM

This is where your child will access curriculum content set by the teacher. This is the best way of accessing the content set rather than having to worry about searching on the Stream.

Classwork will be added regularly and may have a due date for completion. Teachers will be able to see your child's progress and support them where necessary and can add comments to the children's work.



GOOGLE CLASSROOM

We would suggest that after accessing your child's classroom, you and your child familiarise yourself with the online learning platform together. This is where teachers will be posting learning resources and a range of assignments throughout the period of home learning, so students should 'visit' their classrooms regularly to access new learning opportunities. Students should review all learning resources and complete assignments so that the teacher can mark the work, providing feedback and continuing the cycle of personalised teaching and learning.

NEED HELP?

If your child is stuck with a piece of work, they can post a comment using the private message function at the right hand side of the screen to message the teacher. Or you can email your child's teacher.

Please note that teachers are working in school with groups of children during the week so won't be able to respond to messages straight away. Year group teams will work together and may share work across more than one classroom.

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– *"With faith in our hearts we achieve and succeed."*