



## Google Classroom

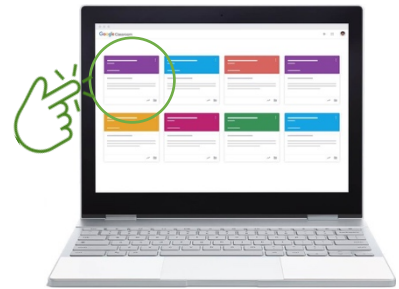


### 3. Using Google Classroom

- 1 Open your Google Classroom (GC).  
If you need assistance to do this please read the Quick Reference Guide entitled "Google Classroom 1. Accessing Google Classroom"

Click on the individual GC you want to work with.

- 2 Each GC you are connected to will have a tile on your GC homepage. Click on any one of them to open that particular GC.



- 3 Every GC has the same overall layout. Below is a representation of a typical GC.

The screenshot shows a Google Classroom interface for a class named "Test Class" by a "Teacher". The interface includes a navigation bar with "Stream", "Classwork", and "People" tabs. The main content area shows a blue header with the class name and a graduation cap image. Below this is a "Share something with your class..." input field. The "Stream" tab is active, displaying a list of posts. The first post is an "Upcoming" announcement: "Woohoo, no work due soon!". The second post is from "KHS Teacher" at 12:48 PM, titled "Class activity". The third post is from "KHS Teacher" at 12:46 PM, titled "Hi Class," and contains a test announcement with attachments for "Home - Kincumber High ..." and "Class Document" (a Google Docs file). At the bottom, there is an "Add class comment..." input field.

Callout boxes provide the following information:

- Look at other GCs or go to the GC homepage**: Points to the navigation bar.
- Navigate between the different pages of the GC. Stream contains all messages, Classwork is a summary of all Topics and Assignments, People is a list of everyone connected to the GC.**: Points to the "Stream", "Classwork", and "People" tabs.
- GC Title and section information.**: Points to the "Test Class" header.
- Listing of activities or assignments due soon.**: Points to the "Upcoming" section.
- Any notices posted by the teacher appear on the stream page.**: Points to the "Hi Class," announcement.
- Some notices also include links or attached documents that students are expected to engage with.**: Points to the attachments in the "Hi Class," announcement.
- If enabled, students can make a comment to the class here.**: Points to the "Share something with your class..." input field.
- Any assignments posted will appear on the stream page.**: Points to the "Class activity" post.
- If enabled, students can make a comment on a notice put up by a teacher.**: Points to the "Add class comment..." input field.