

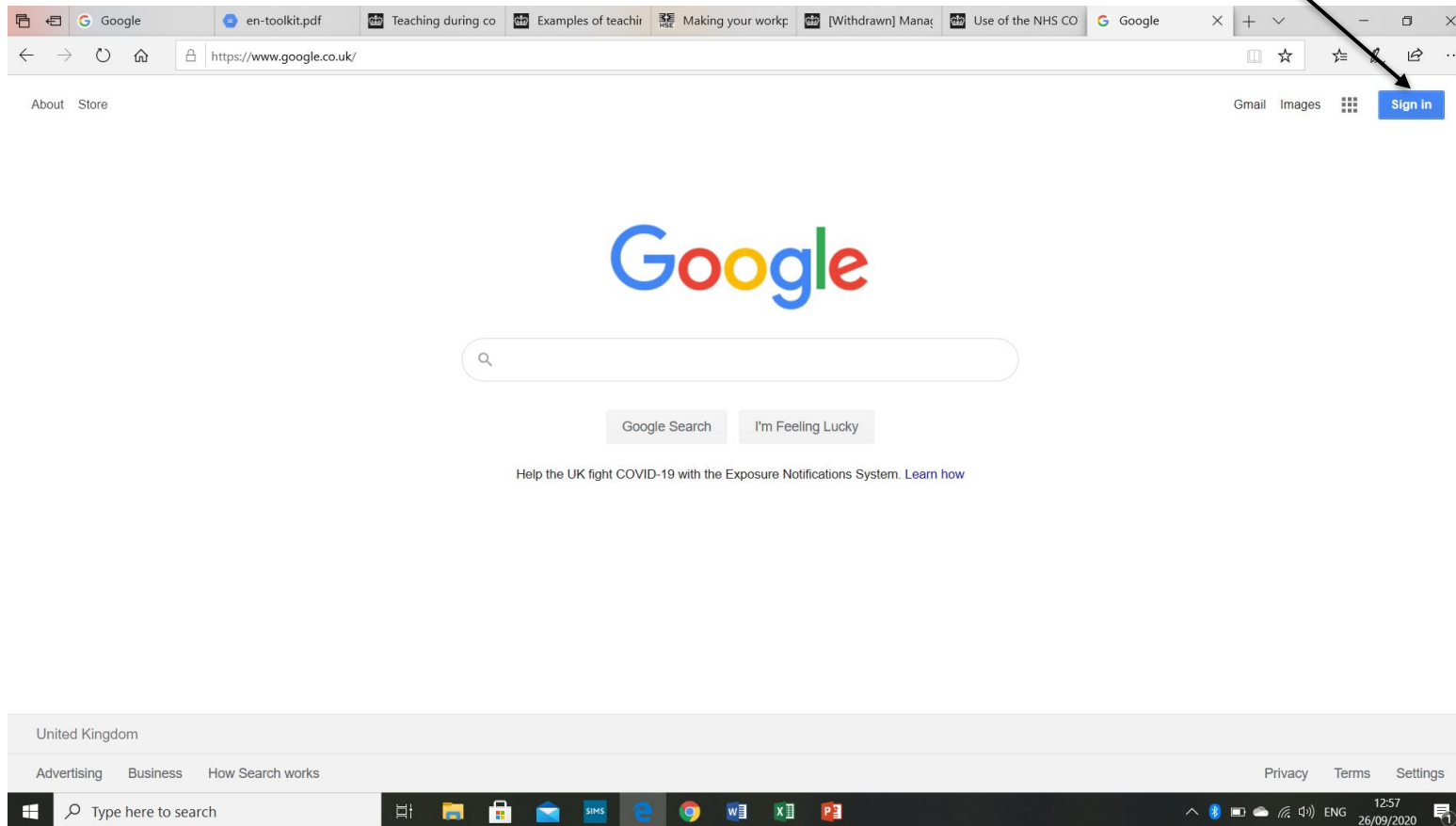


GOOGLE CLASSROOMS

How to log on and use:
A Parents' Guide

Go to Google home page and click on the sign in button.

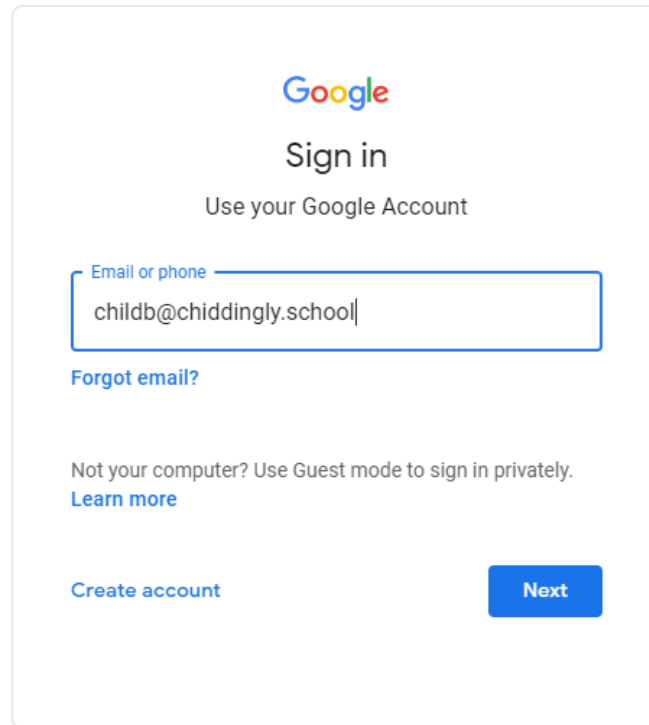
If there is an initial, there you will have to log out of your active account.



On this screen, insert your child's username.

This is their name and first initial of their surname, and ends with @chiddingly.school

(This is also stuck into their Reading Record and on the letter that was sent home.)



Google

Sign in

Use your Google Account

Email or phone

childb@chiddingly.school

[Forgot email?](#)

Not your computer? Use Guest mode to sign in privately.
[Learn more](#)

[Create account](#) [Next](#)

English (United States) ▾

[Help](#)

[Privacy](#)

[Terms](#)

Type your child's secure password in – this is also stuck into Reading Records and on the letter that was sent home.

accounts.google.com/signin/v2/challenge/pwd?hl=en&continue=https%3A%2F%2Fwww.google.com%3Fhl%3Den-US%26safe%3Dactive&flowName=GlifWe...

Google

Welcome

Email or phone
childb@chiddingly.school

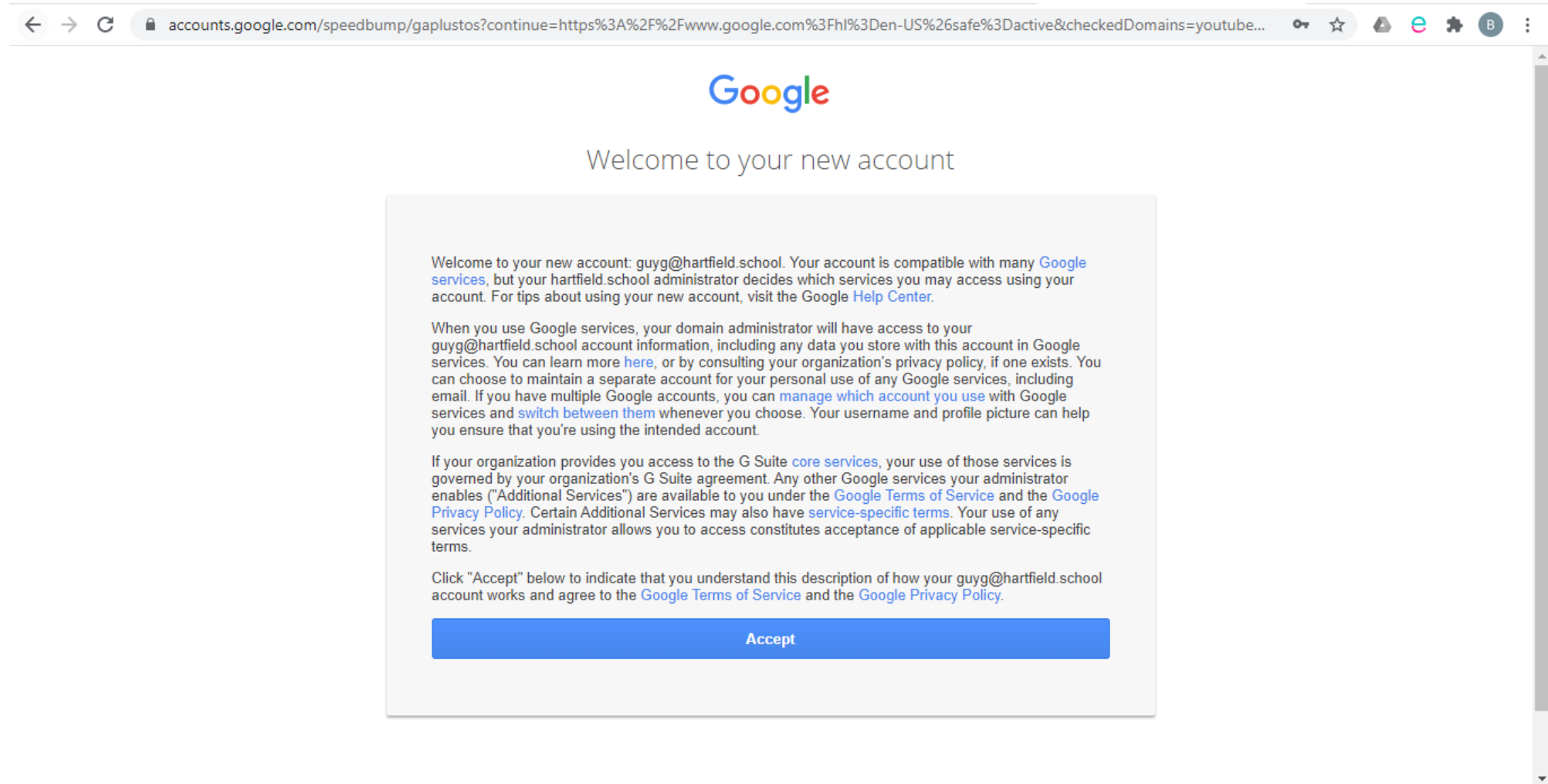
Enter your password
.....

[Forgot password?](#) [Next](#)

English (United States) [Help](#) [Privacy](#) [Terms](#)

You will be shown the Terms and Conditions for using Google Classroom.

You will need to click 'Accept' before you will gain access to the apps available.



accounts.google.com/speedbump/gaplustos?continue=https%3A%2F%2Fwww.google.com%3Fhl%3Den-US%26safe%3Dactive&checkedDomains=youtube...

Google

Welcome to your new account

Welcome to your new account: guyg@hartfield.school. Your account is compatible with many [Google services](#), but your hartfield.school administrator decides which services you may access using your account. For tips about using your new account, visit the [Google Help Center](#).

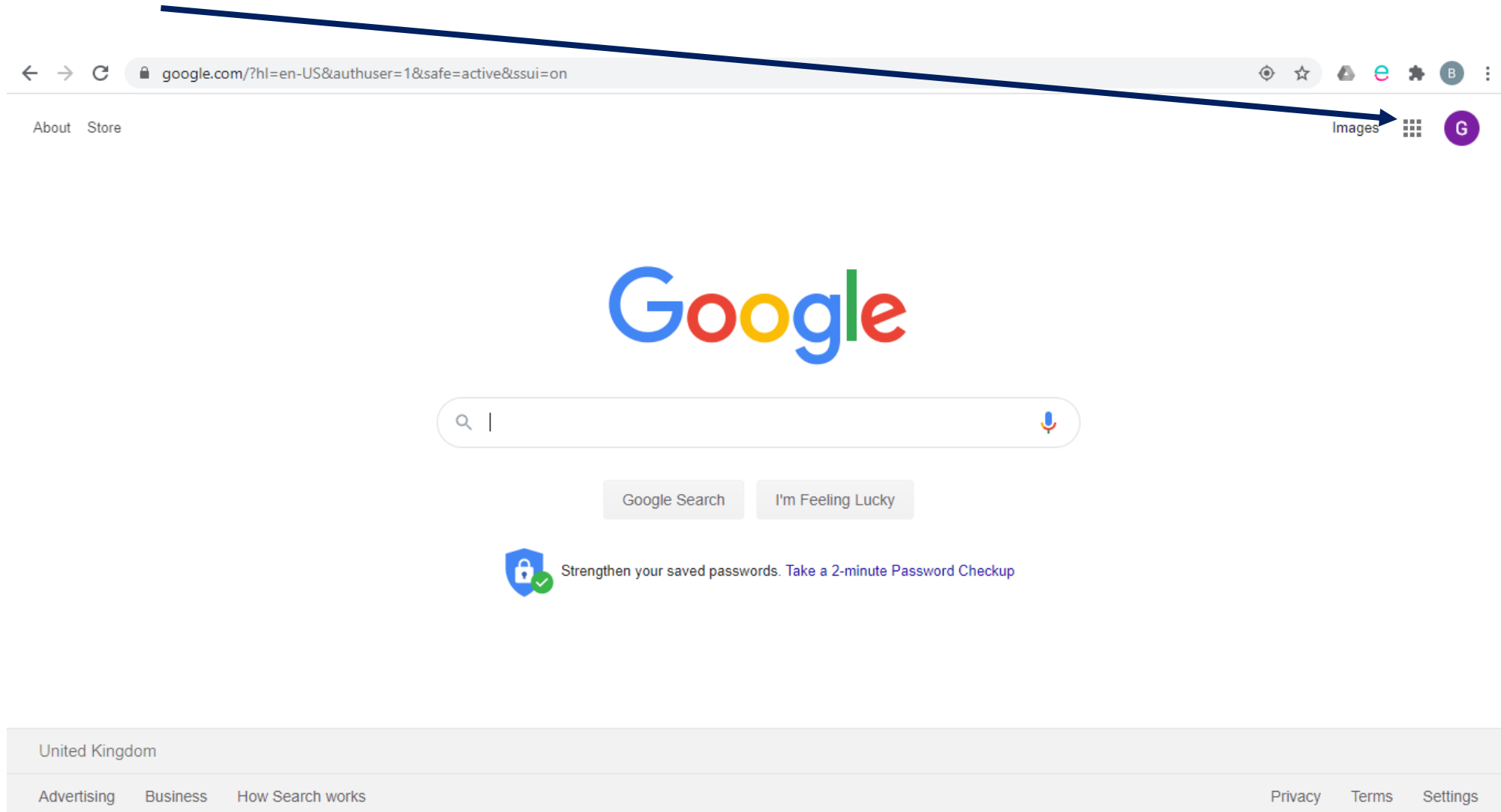
When you use Google services, your domain administrator will have access to your guyg@hartfield.school account information, including any data you store with this account in Google services. You can learn more [here](#), or by consulting your organization's privacy policy, if one exists. You can choose to maintain a separate account for your personal use of any Google services, including email. If you have multiple Google accounts, you can [manage which account you use](#) with Google services and [switch between them](#) whenever you choose. Your username and profile picture can help you ensure that you're using the intended account.

If your organization provides you access to the G Suite [core services](#), your use of those services is governed by your organization's G Suite agreement. Any other Google services your administrator enables ("Additional Services") are available to you under the [Google Terms of Service](#) and the [Google Privacy Policy](#). Certain Additional Services may also have [service-specific terms](#). Your use of any services your administrator allows you to access constitutes acceptance of applicable service-specific terms.

Click "Accept" below to indicate that you understand this description of how your guyg@hartfield.school account works and agree to the [Google Terms of Service](#) and the [Google Privacy Policy](#).

Accept

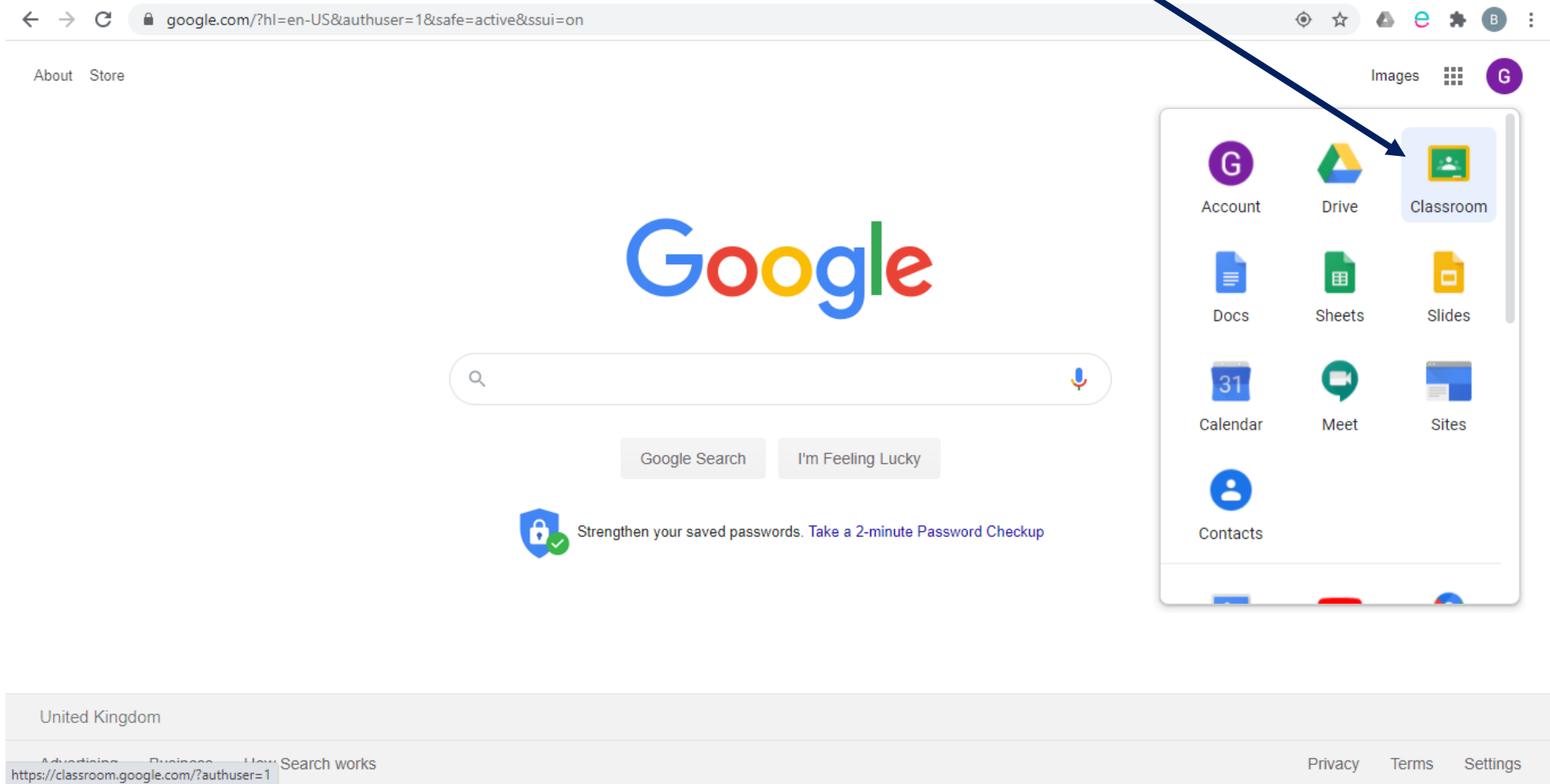
Click on the nine dots in the top right-hand corner of the screen. This is called the 'Waffle'.



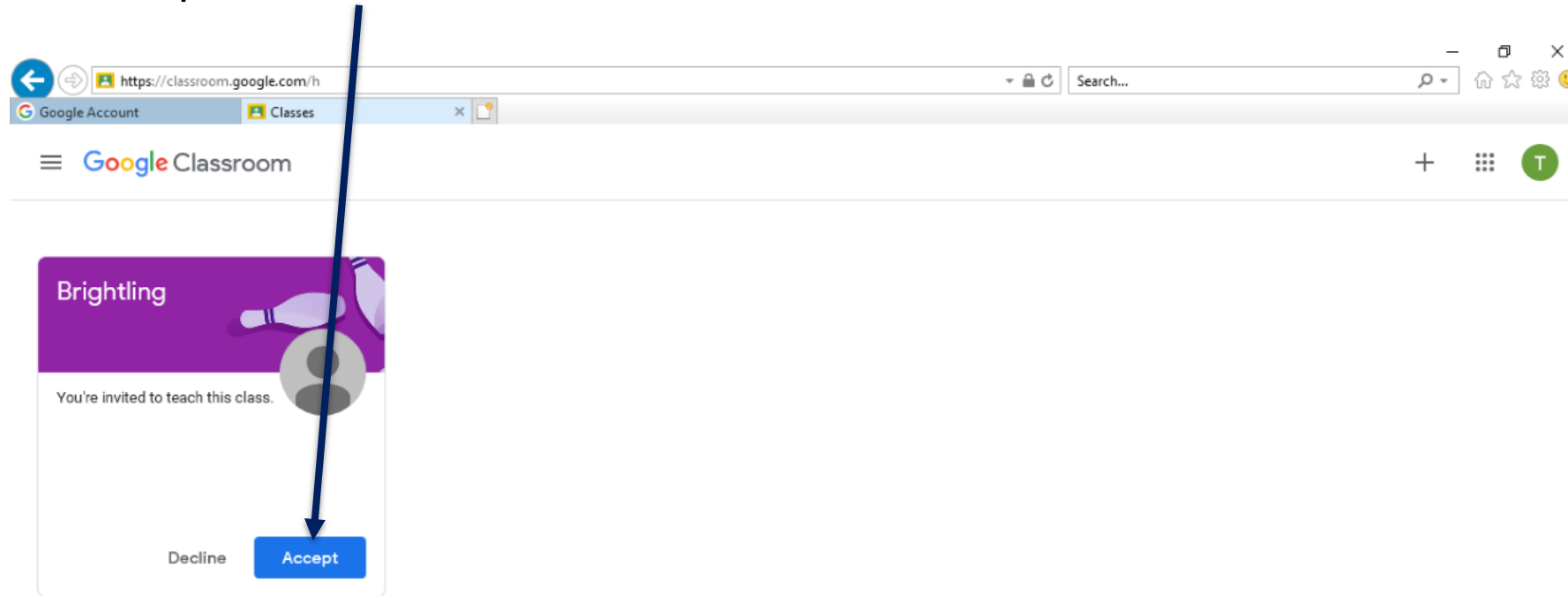
This area also has access to Googles version of Word programmes (Doc), Excel (Sheets) and Powerpoint (Slides).

The image shows a screenshot of a Google Account page in a web browser. The browser's address bar displays the URL: https://myaccount.google.com/?utm_source=OGB&tab=wk&utm_medium=app&pli=1. The page header includes the "Google Account" logo and a search bar. On the left, a navigation menu lists: Home, Personal info, Data & personalization, Security, People & sharing, Payments & subscriptions, and About. The main content area features a large green profile icon with the letter "T" and the text "Welcome, Tester Child". Below this, there are several informational cards: "Privacy & personalization" (with a link to "Manage your data & personalization"), "We keep your account protected" (with a link to "Get started"), "Account storage", and "Take the Privacy Checkup". On the right side, a grid of Google services is displayed, including Account, Drive, Classroom, Docs, Sheets, Slides, Calendar, Meet, Sites, and Contacts. Three black arrows originate from the text above and point to the Docs, Sheets, and Slides icons in this grid. The Windows taskbar at the bottom shows various application icons and the system clock indicating 13:16 on 26/09/2020.

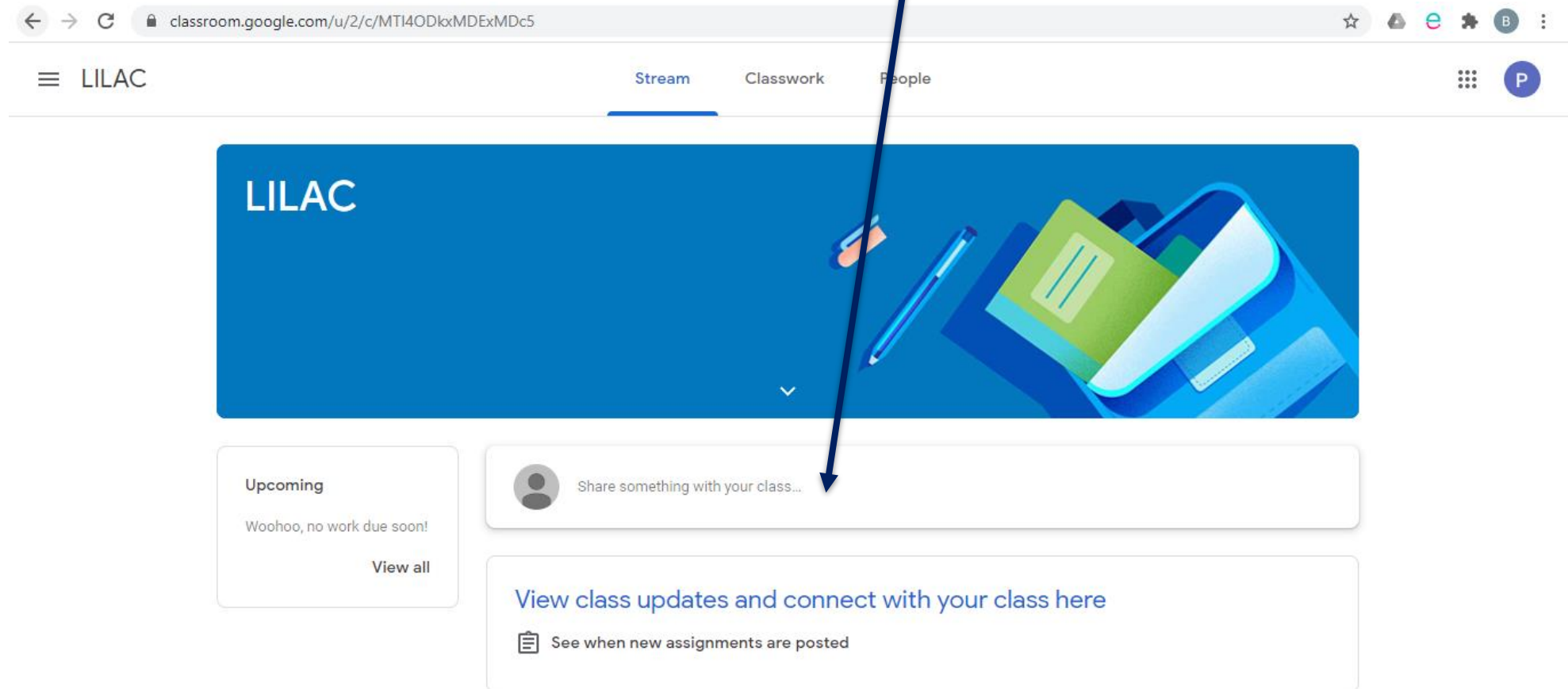
Once clicked, the menu will appear, including the app for Google Classroom. Click on this to go into your child's online Classroom.



You will be shown this page. Your child has been allocated to their class - they will need to click on 'Accept'.



This is the children's class homepage: the banner at the top will reflect the class they are in at school. This is where they will access work and communicate with the teacher. The teacher can communicate with their class here.



By clicking on 'Classwork' at the top of the page, your child will be able to see all the tasks they have been set and the dates they are due.

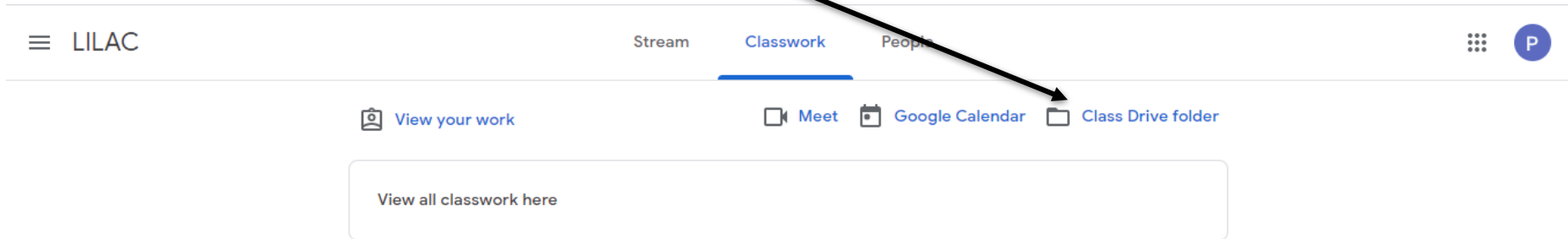
The screenshot shows a Google Classroom interface for a class named 'LILAC'. The browser address bar displays the URL: `classroom.google.com/u/2/c/MTI4ODkxMDEExMDc5`. The navigation bar at the top includes a hamburger menu, the class name 'LILAC', and three tabs: 'Stream' (which is underlined), 'Classwork', and 'People'. On the right side of the navigation bar, there are icons for a grid, a profile picture (a blue circle with a white 'P'), and a search icon.

Below the navigation bar is a blue banner with the text 'LILAC' on the left and an illustration of school supplies (a blue folder, a green notebook, a blue pen, and an orange eraser) on the right. A small white downward arrow is centered below the illustration.

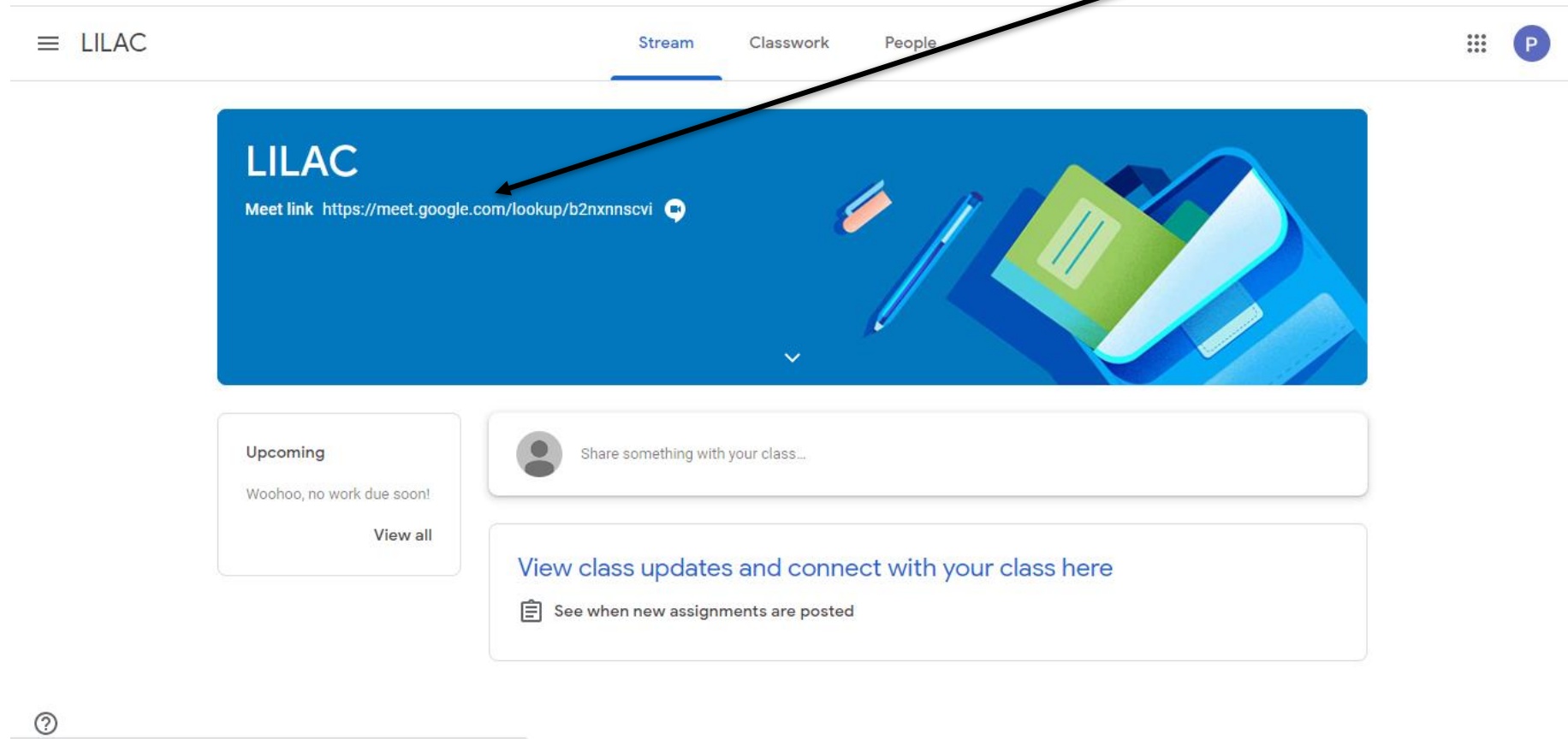
The main content area is divided into two columns. The left column has a white box with the heading 'Upcoming' and the text 'Woohoo, no work due soon!' followed by a 'View all' link. The right column has a white box with a person icon and the text 'Share something with your class...'. Below this is another white box with the heading 'View class updates and connect with your class here' and a link that says 'See when new assignments are posted' next to a calendar icon.

At the bottom left of the page, there is a small question mark icon in a circle.

By opening the 'Class Drive Folder', your child will be able to view all the documents they have been set.



Each morning, the class teacher will hold a 'registration' live Google Meet (online video call). On the 'Stream' (homepage) of the child's class, there will be a Google Meet code. At the time given by the teacher (usually 8:50am unless told otherwise), click on this code to join the Google Meet call where the class teacher will greet the children and explain the tasks they have set for the day.



The screenshot displays the LILAC 'Stream' homepage. At the top, there is a navigation bar with 'LILAC' on the left, 'Stream', 'Classwork', and 'People' in the center, and a user profile icon 'P' on the right. Below the navigation bar is a large blue banner with the LILAC logo and a Google Meet link: <https://meet.google.com/lookup/b2nxnncvci>. An arrow points from the text above to this link. Below the banner, there are three main sections: 'Upcoming' with a message 'Woohoo, no work due soon!' and a 'View all' button; a 'Share something with your class...' input field; and a section for 'View class updates and connect with your class here' with a sub-option 'See when new assignments are posted'. A help icon is visible in the bottom left corner.