

#### St. Margaret's Google Classroom Access Guide

#### <u>Skep I</u>

All children have been given lheir login dekails to access lheir Google Classroom account. Each username is linked to lheir virtual classroom. Passwords have been selected by children and recorded in lheir diaries.



### <u>Step 2</u>

To access Google Classrooms, enter the web address <u>http://classroom.google.com</u>





## <u>Step 3</u>

Click on and enter the email address and password to gain access your child's virtual

classroom.
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Google Sign in Use your Google Account	≡ Google Classroom		
	To review	Calendar	
Email or phone	5M	• •	
Forgot email?			
Not your computer? Use Guest mode to sign in privately. Learn more			
Next			
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ish (United States) - Help Privacy Terms			

#### <u>Step 4</u>

You will now have gained access to the Google Classroom linked to your child's year group. Class teachers will use the virtual classroom to provide children with highquality lessons to support their learning in each subject.

What to expect:

- Work will be uploaded por your child to complete.
- Links, PowerPoints and videos will be provided to support learning.
- Messages and video updates prom teachers will be posted.
- Pre-recorded videos to support learning will uploaded.

# <u>Step 5</u>

When work has been set by the class teacher, you will be alerted via email. Once logged into Google Classroom, notipications can be seen on the main page. Click on the lesson and pollow the instructions.



# <u>Step 6</u>

Documents that are uploaded will enable children to actively respond to a task on Google Slides (PowerPoint) or Google Docs (Word). Once your child is happy with their response, they must click the 'Turn In' button to submit their work.



### <u>Step 7</u>

Once the piece of work has been completed, it is sent back to the teacher who will look through the work that has been completed. Teachers will respond to work as a whole class and continue with the 'Shout Outs'. Further support will be given to targeted children.



#### Live and Pre-recorded lessons

There may be occasions where live lessons will be delivered and pre-recorded lessons uploaded. If this is the case, a notification and link will be made available on the Google Classroom page for children to access. When delivering a live lesson, teachers may mute pupil's microphones and blank their screens. (This reduces lag for other students who are using different electrical devices). Within a lesson, children will have the option to type in questions and discuss ideas using the virtual hands up. The same **expectations still apply within a virtual classroom environment. All children are expected to complete their work to the highest standard, reflecting the expectation of their year group**. If for any reason your child cannot attend the live lesson, a recording will be uploaded shortly after the session finishes.

If you have any questions relating to Google Classroom, send your message to the following email address: <a href="mailto:info@hasbury.dudley.sch.uk">info@hasbury.dudley.sch.uk</a>