

Getting Started with Google Classroom

Creating a Classroom

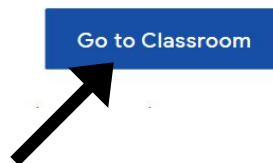
1. Go to this link:

https://edu.google.com/intl/en/products/classroom/?modal_active=none

2. Click on “Go to Classroom”

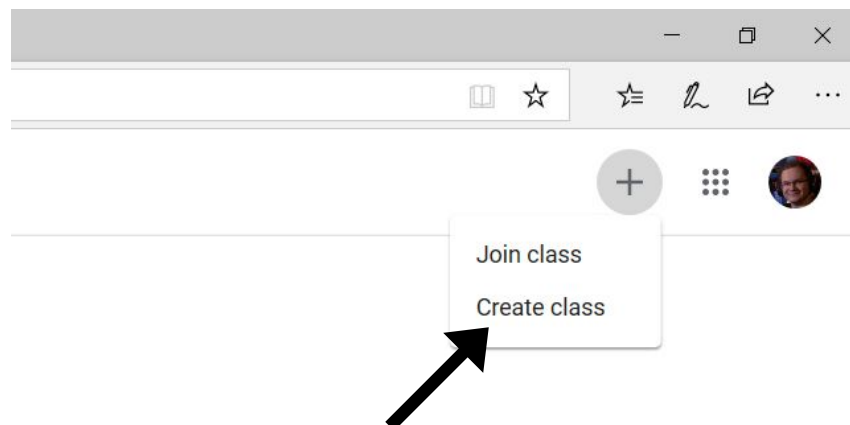
Manage teaching and learning with Classroom

Classroom helps students and teachers organize assignments, boost collaboration, and foster better communication.



3. Sign into your Google Account

4. Click on the “plus” button in the top right, and click “Create class”



5. Enter your information in the boxes and click "Create"

Create class

Class name (required)
Mr. Paddock's Technology 101

Section
2

Subject
Computer Science

Room
20XX

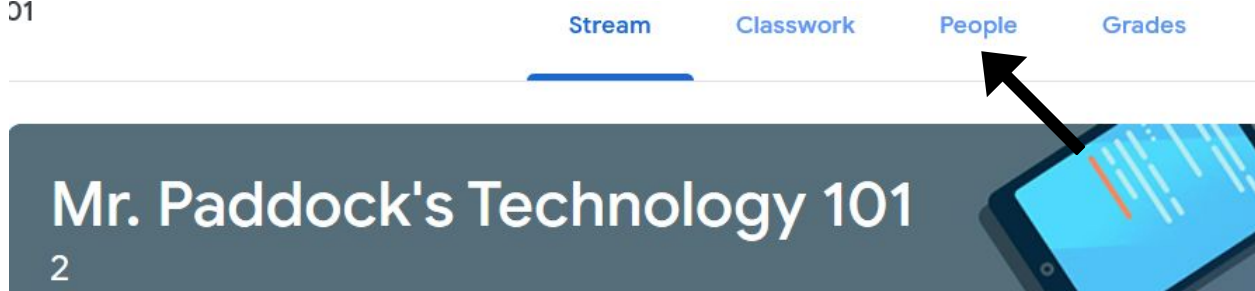
Cancel Create

6. Congrats! You've created your first Google Classroom.

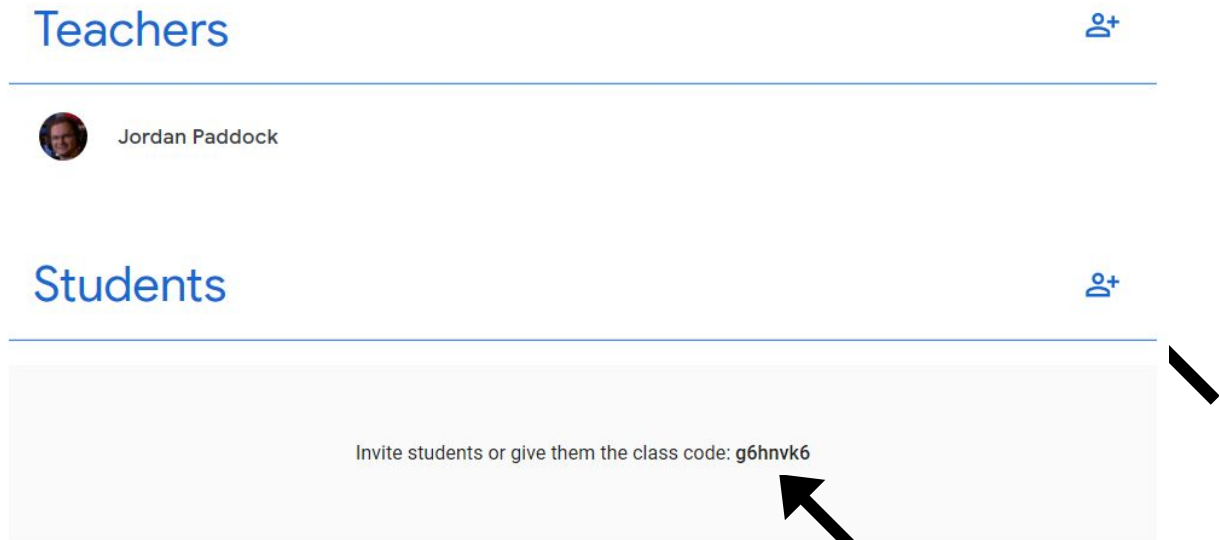
Adding Students to Your Classroom

1. Click on "People" in the taskbar on the top of your Classroom page.

01

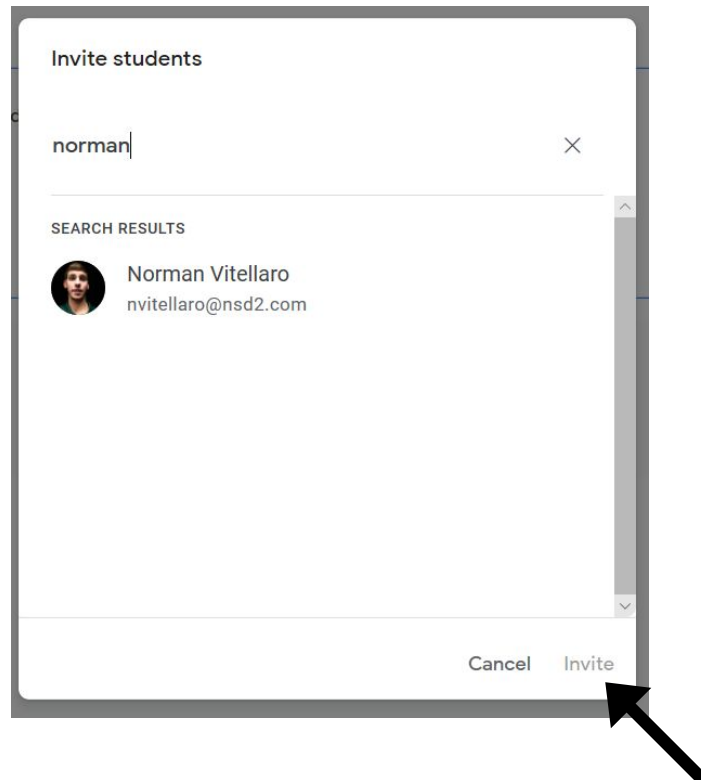


2. Click the “Add Student” button. You can either add students manually via the button, or have them enter your generated class code in their Google Classroom app.



Class Code (will be unique)

3. Enter the student’s email (if you are using manual entry). Add as many students as you like, and click the invite button.



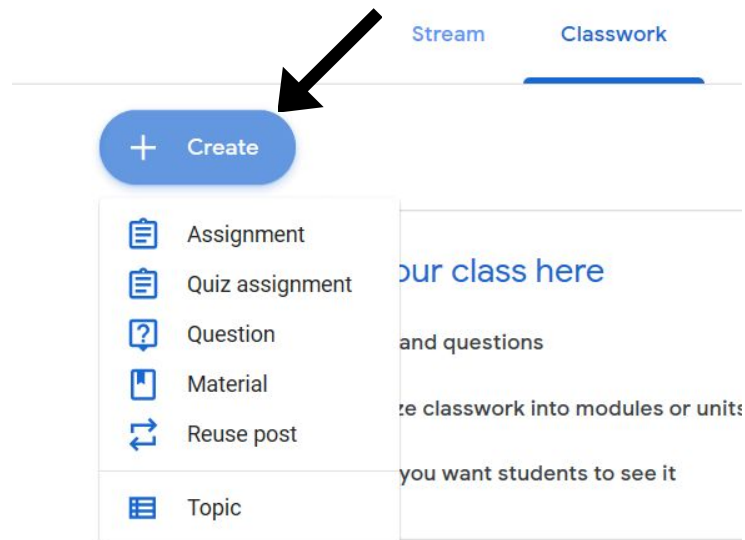
4. When students access Google Classroom from their device, they will have an invite from you on their screen for them to accept. You now have your students enrolled in your Google Classroom!

Assigning Classwork to Students

1. On the Classroom toolbar, click “Classwork”



2. Click on the “Create” button. From here you can add a variety of classwork with their own customizations.



3. Fill out your desired criteria and click “Assign”. You can either create a text assignment in the classroom page, or you can attach a file, drive page, link, or YouTube video to the assignment via the “Add” button.

Assignment

Assign

Title

Instructions (optional)

Add + Create

For

Mr. Paddock'... All students

Points

100

Due

No due date

Topic

No topic

Rubric

+ Rubric

Originality reports [Learn more](#)

4. The assignment will now be available and show up in your student’s feed.

Grading Classwork

1. Once students have completed their online work, the grading function is available on Google Classroom. Click on your assignment you wish to grade.

Mr. Paddock's Technology 101

2

Class code g6hmvk6

Upcoming

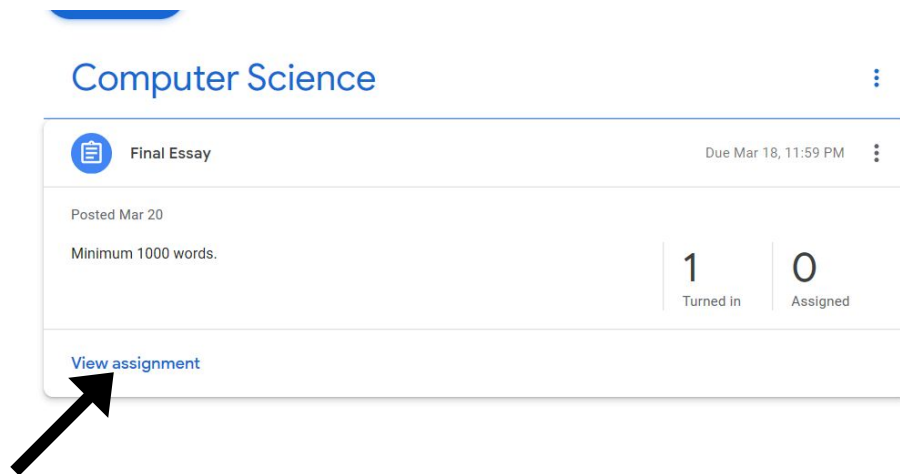
Due Mar 18
11:59 PM – Final Essay

View all

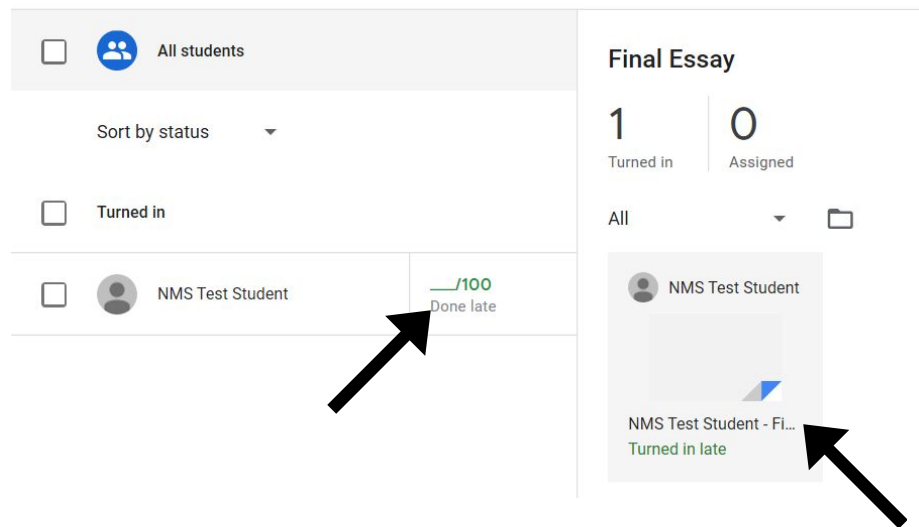
Share something with your class...

Jordan Paddock posted a new assignment: Final Essay
10:54 AM

2. From here, click "View Assignment"

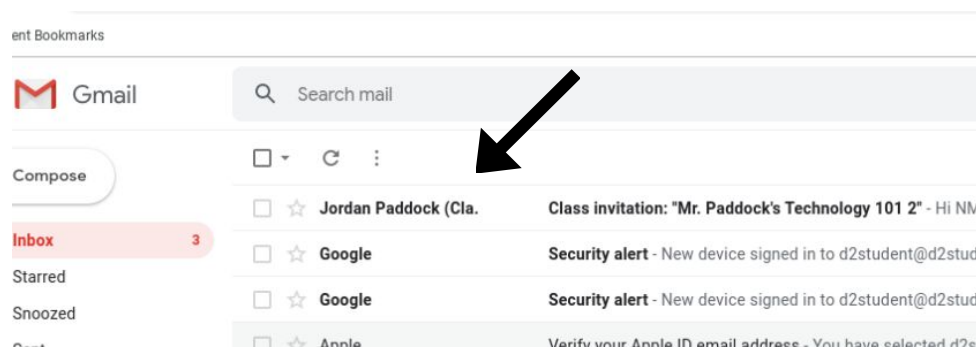


3. On this screen you can see the submissions, and the entry for the grade.



What the Student Sees

1. When you invite a student via Google classroom, they will get an email in their district email containing an invite.



2. They need to open the email and click join, and they will have access to the classroom.

