Google Classroom: A Quick-Reference Guide for Students & Parents

Logging In

* Click on the Google Chrome browser icon
* Type [www.google.com](http://www.google.com) in the web address bar
* Click on “Sign In” in the upper right hand corner
* Enter your username and click “Next”
* Enter your password and click “Next”
* Click on the 9 square “Google Suite/Apps” icon in the top right corner and select the Google Classroom icon
* Click on the class you want to view

Navigating Google Classroom

* The “Class Menu” icon in the top left corner lets you switch between classes
* “Stream” shows general announcements and a discussion board
* The “Upcoming” box on the left side of the page shows upcoming assignments
* Click “Classwork” to see assignments and resources for your class
* “Topic” shows how the assignments have been sorted; click on a topic to view the assignment
* Read and follow all directions for submitting the assignment.

**OVER**

Google Icons to Know



The Google virtual classroom



Saves files created in Google Forms, Google Docs, & Google Slides

Google Meet allows teachers and students to have video conferences.

Google forms can be completed on-line. They may be multiple choice, fill-in the blank, or short answer.



Google Slides is a presentation program that works like Power Point.