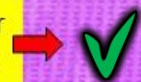


Drag the checkmark below to mark off your "To Do List" once you complete each item!



To Do List

- Watch all tutorials by clicking the tabs
- Sign into Google Classroom
- Join my class with the given code
- Read the announcements
- View upcoming assignments
- Write any questions you have
- Submit this assignment

Questions You Still Have:

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?

?

?

?

How to Login

How to Join a Class

How to View Assignments

How to Submit & Unsubmit

How to Open Google Calendar

The Top 5 Most Important Items to Know About Google Classroom

Step by Step Instructions

Make sure to watch the video. If you need additional help, follow the steps below:

1.) The most efficient way to open Google Classroom is to open a browser and click the “☰” located in the top right of the browser.

2.) Your Google Apps will open and you can find your Google Classroom.

You can move it up so that it is even easier to find.



Classroom

3.) You can also access Google Classroom by typing in

“classroom.google.com” in a browser.

How to Login

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How to Submit & Unsubmit

How to Open Google Calendar

How to Login



Step by Step Instructions

Make sure to watch the video. If you need additional help, follow the steps below:

- 1.) After going to Google Classroom, click the “+” on the top right.
- 2.) Type your gmail account (if you are already logged into your gmail account then you can skip this step).
- 3.) Type the code that was given to you by your teacher. If you weren't given a code, contact your teacher.
- 4.) Click the blue button in the top right that says “Join”.

How to Login

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How to View Assignments

How to Submit & Unsubmit

How to Open Google Calendar

How to Join a Class

How To
Join a Class
in Google
Classroom



Step by Step Instructions

Make sure to watch the video. If you need additional help, follow the steps below:

- 1.) After logging into your classroom, you will see 3 sections on the top: (1) Stream, (2) Classwork, and (3) People. Click on "Classwork".
- 3.) You will find all of the assignments under "Classwork" and can view the due dates for each assignment.

How to Login

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How to View Assignments



Step by Step Instructions

Make sure to watch the video. If you need additional help, follow the steps below:

- 1.) After logging into your classroom, click on "Classwork" located at the top of the page.
- 2.) Click on the assignment that you want to submit.
- 3.) If you already see an attachment, check the attachment to make sure it is completed, then click "Turn In".
- 4.) If there is no attachment, you will click the "+ Add or Create". You will need to search for your work or you can create a new doc, slide, or etc. Once you have uploaded the work, you will click "Turn In".
- 5.) You can unsubmit your work by clicking on the assignment under "Classwork". After clicking on the assignment, you should see the button "Unsubmit".
- 6.) If an assignment is "Turned In", you will notice that the icon will turn light grey. Your other assignments that are not turned in while be represented by a different color.



How to Login

How to Join a Class

How to View Assignments

How to Submit & Unsubmit

How to Open Google Calendar

How to Submit & Unsubmit Work

How To

Submit & Unsubmit

in Google Classroom



Step by Step Instructions

Make sure to watch the video. If you need additional help, follow the steps below:

- 1.) After logging into your classroom, click on “Classwork” located at the top of the page.
- 2.) Click on the link that says “Google Calendar”.
- 3.) A calendar will pop up that shows your assignments from all of your classrooms.
- 4.) The assignments will be color coded according to the color of each classroom.

How to Login

How to Join a Class

How to View Assignments

How to Submit & Unsubmit

How to Open Google Calendar

How to Access Google Calendar



[CLICK HERE TO GO BACK & COMPLETE THE “TO DO LIST”](#)