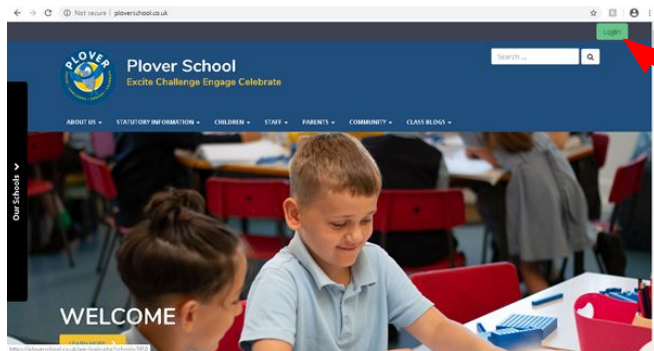


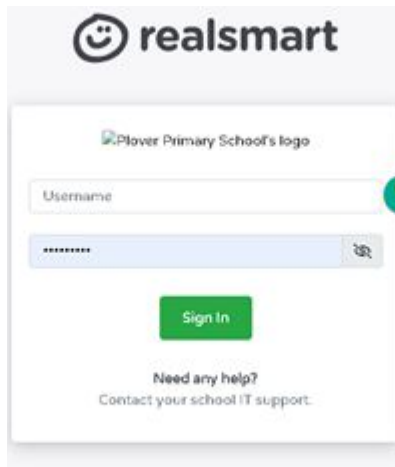
# **Step-by-step Guide to Accessing Google Classroom from Home (Pupils)**



1. Log on to the school website at [www.ploverschool.co.uk](http://www.ploverschool.co.uk)



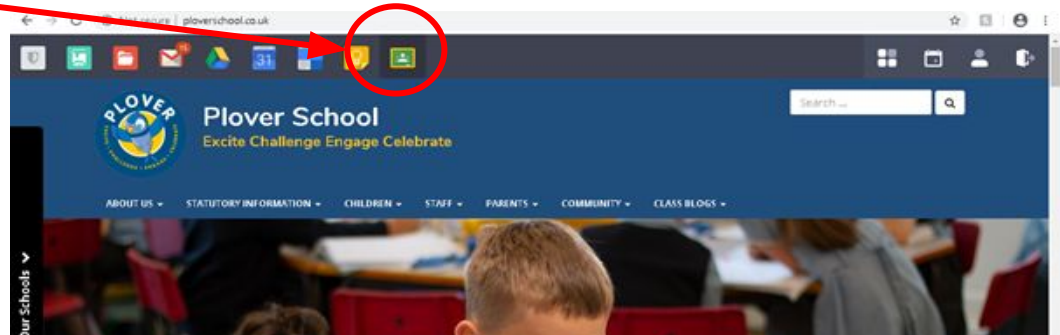
Click on green login button



Enter school username and password, then click 'sign in'. This is the password and username used to get onto chromebooks in school.

2. Click on the green rectangle 'Google Classroom' button in the bar at the top of the page.

Click on green button

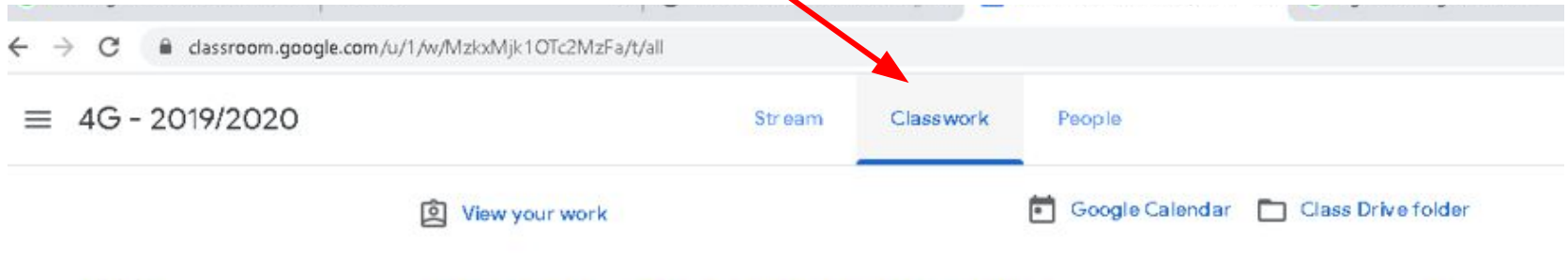


3. You may need to click that you are a student and then click on class name to enter google classroom site.

Click class name



4. Click on the 'classwork' tab to access assignments and materials.



5. You will find all your assignments in this area. Click on the folder names or topics or files to open up assignments

The screenshot shows a Google Classroom interface. At the top, there is a navigation bar with 'Stream', 'Classwork', and 'People' tabs. Below this, there are options for 'View your work', 'Google Calendar', and 'Class Drive folder'. The main content area displays a list of assignments and folders. On the left, there is a sidebar with 'All topics' and a list of folders: 'Science - Properties of Matter', 'What's the Cost of a Bar of Chocolate?', 'Times Tables', 'Spellings', and 'Factions'. The main list shows two folders: 'Science - Properties of Matter' and 'What's the Cost of a Bar of Chocolate?'. Under the 'Science - Properties of Matter' folder, there is an assignment titled 'Generation Genius Properties of Matter' with a 'No due date'. Under the 'What's the Cost of a Bar of Chocolate?' folder, there are three assignments: 'Maya Gods Fact file' (Due Tomorrow), 'Maya Civilization' (Posted 11 Mar), and 'Maya Gods and Religion' (Posted 16 Mar).

Folder

Folder

File name

5. If you have been set an assignment for that topic, you will find it in this area .

Click the blue 'view assignment' to open up the area more.

The screenshot shows a Google Classroom interface. At the top, there's a navigation bar with '4G - 2019/2020', 'Streams', 'Classwork', and 'People'. Below this, there are tabs for 'View your work', 'Google Calendar', and 'Class Drive folder'. The main content area is titled 'Science - Properties of Matter'. On the left, there's a sidebar with 'All topics' and a list of topics including 'Science - Properties...', 'What's the Cost of a...', 'Tables', 'Spellings', and 'Fractions'. The main content area displays an assignment titled 'Generation Genius Properties of Matter' with a 'No due date' and 'Assigned' status. The assignment details include a list of five steps: 1. Answer the quiz questions 'Before You Watch' first following the link. 2. Then watch the science video. 3. Complete the Kahoot quiz when you have finished. 4. Complete the 'After Video' quiz. 5. Complete the Exit Ticket when you have done the activities. Below the list, there's a note: 'There are extra activities that you can complete by clicking on the DIY Activity guide and you can get extra information from the Reading Material.' At the bottom of the assignment card, there's a blue 'View assignment' button. A red arrow points from a box on the left to the assignment details, and another red arrow points from a box below to the 'View assignment' button.

Assignment instructions

Blue 'View Assignment' button

5. Any files to help with completing the assignment can be accessed from this area.

To open the document to complete the assignment on, click on the work on the 'your work' tab.

The screenshot shows a digital assignment page for 'Generation Genius Properties of Matter' with 100 points. The page is titled '4G - 2019/2020' and is assigned to 'Angela Graves' on '2025'. The assignment instructions are as follows:

1. Answer the quiz questions 'Before You Watch' first following the link.
2. Then watch the science video.
3. Complete the Kahoot quiz when you have finished.
4. Complete the 'After Video' quiz.
5. Complete the Exit Ticket when you have done the activities.

There are extra activities that you can complete by clicking on the DIY Activity guide and you can get extra information from the Resource Material.

\*Parents and teachers there is a lesson plan and extra reading material if you want to support your child whilst they complete this lesson - everything is available through the same link.

The page features several resource cards:

- 'Before You Watch - W...' (Google Forms)
- 'Properties of Matter Video F...' (http://www.generationgenius.co...)
- 'After you watch the video' (Google Forms)
- 'Kahoot!' (https://play.kahoot.it/v2/7quizId...)

At the bottom, there is a 'Class comments' section with an 'Add class comment' input field.

Extra resources to help complete your work

'Your work' tab. You can edit this document to complete your work



5. When you have finished the work and click the 'hand in button' to let your teacher know you have completed it.

The screenshot shows a digital assignment page for 'Generation Genius Properties of Matter'. At the top, it indicates '4G - 2019/2020' and '100 points'. The assignment is assigned to 'Angela Graves' on '20/25'. The instructions are as follows:

1. Answer the quiz questions 'Before You Watch' first following the link.
2. Then watch the science video.
3. Complete the Kahoot quiz when you have finished.
4. Complete the 'After Video' quiz.
5. Complete the Exit Ticket when you have done the activities.

There are extra activities that you can complete by clicking on the DIY Activity guide and you can get extra information from the Reading Material.

\*Parents and Carers, there is a lesson plan and extra reading material if you want to support your child whilst they complete this lesson - everything is available through the same link.

The page features several activity cards:

- 'Before You Watch - What I k...' (Google Forms)
- 'Properties of Matter Video F...' (http://www.generationgenius.co...)
- 'After you watch the video' (Google Forms)
- 'Kahoot!' (https://play.kahoot.it/v2/7quizId...)

At the bottom, there is a 'Class comments' section with an 'Add class comment' input field.

On the right side, the 'Your work' section shows 'Assigned' status and a list of items, including 'Bethannie Ball - Ex...' (Google Slides). Below this is a '+ Add or create' button and a prominent blue 'Hand in' button, which is highlighted by a red arrow.

Below the 'Your work' section is a 'Private comments' area with an 'Add private comment' input field.

When you have finished the work and click the 'hand in button'