



# A Guide to Google Classroom

For AACPS Parents

(versión en español)



AACPS Office of Instructional Technology, March 2020

# What is Google Classroom?

Think of Google Classroom as a classroom on the web.

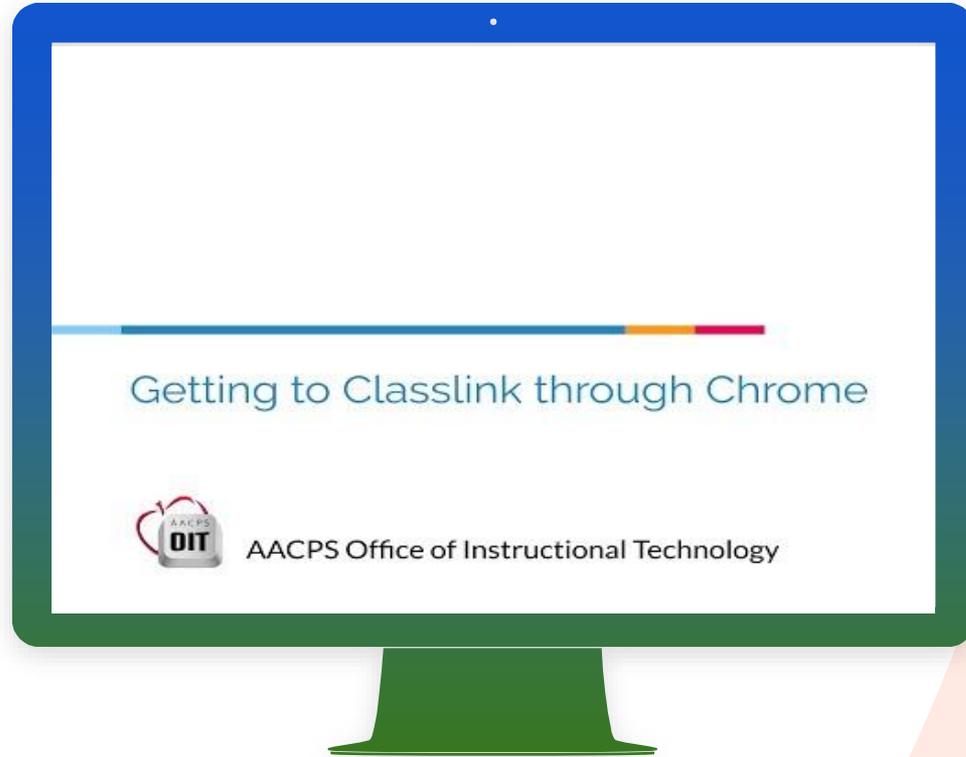
Teachers use Classroom to share assignments, resources, hold class discussions, and provide feedback to students.



## Getting Started

AACPS students should log into the Chrome Browser using their studentID#@aacps.org and their current password. Watch this tutorial on how to log in.

Written directions can be found [here](#).



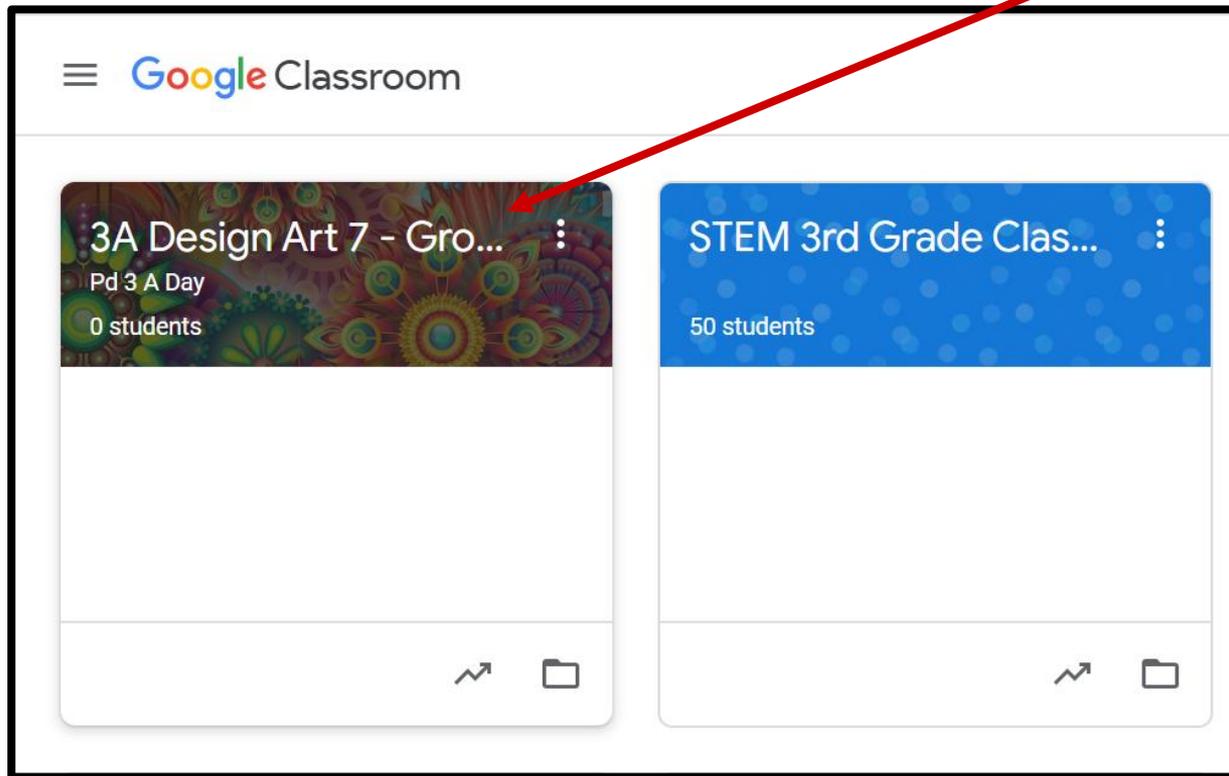
# Accessing Google Classroom

From the Classlink page, select Google Classroom.



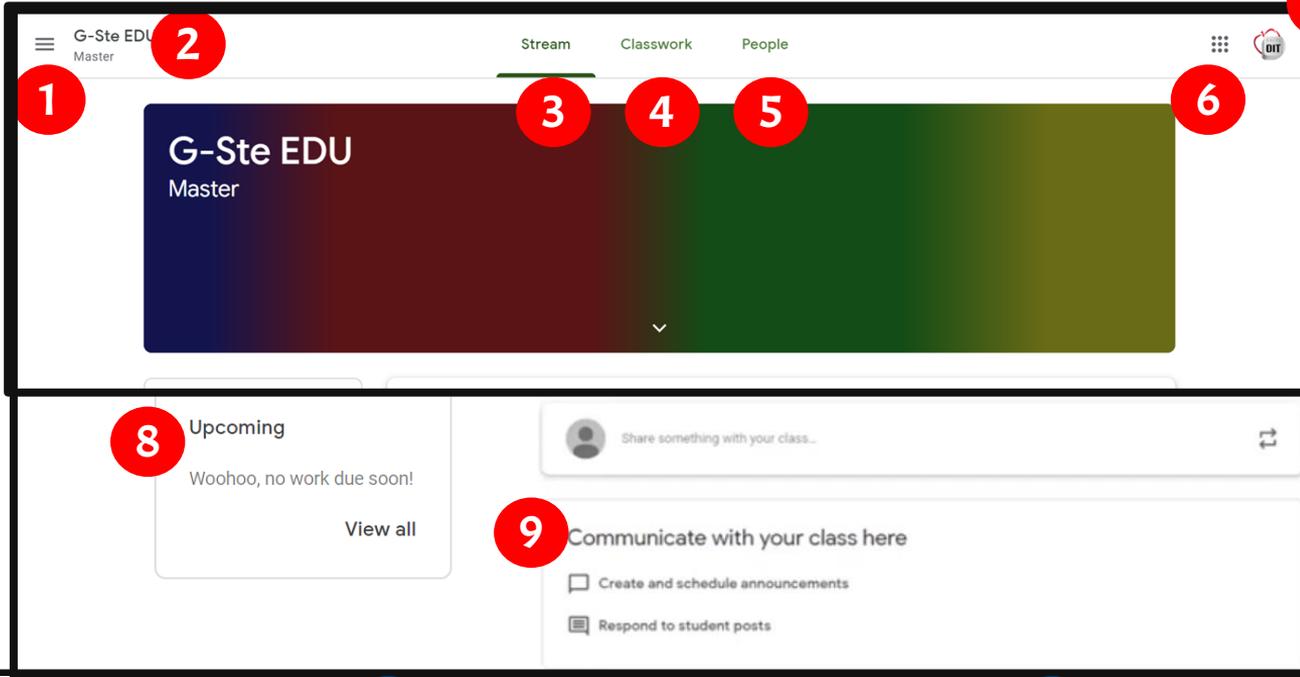
Please note that the Classroom link may be in a different location on your child's Classlink page. ★

# Accessing Google Classroom



Double click on the class you want to open from the dashboard.

# Navigating a Google Classroom



1

Menu of Classes

2

Current Class

3

Stream - Announcements

4

Classwork - Assignments

5

People - Teacher & Classmates

6

Waffle - Apps

7

Your Profile/Account

8

Upcoming Assignments

9

Updates from Teacher

# The Student Classwork Tab

The Classwork tab is where students can access their assignments.

1 View grades by clicking on “View your work”.

2 Classwork assigned will be organized by topics.

3 You can also view by due date by selecting Google Calendar.

4 Work is also stored in Google Drive.

The screenshot shows the 'Classwork' tab in the G-Ste EDU Master interface. The top navigation bar includes 'Stream', 'Classwork', and 'People'. The main content area is divided into a left sidebar and a main list. The sidebar contains a list of topics, with 'Module 2- Docs, Slid...' and 'Module 5-1 Creating...' highlighted. The main list displays assignments under the 'Module 1- Chrome and Drive' topic, including 'Getting to Know You', 'Sharing Settings in AACPS', 'Sharing Activity', 'How to Comment', 'Module 1 Assessment', and 'Module 1 Reflection'. Below this is a 'Reflection Journal' section and a 'Module 2- Docs, Slides & Drawings' section. Four red callout boxes with white numbers are overlaid on the interface: 1 points to the 'View your work' button; 2 points to the 'Module 1- Chrome and Drive' topic header; 3 points to the 'Google Calendar' button; and 4 points to the 'Class Drive folder' button.

# What do the icons on the Classwork page mean?



This is a class material or resource for the students.



This is an assignment. The students must complete something.



This is a discussion question. The students must answer a question in Classroom.



If an icon is gray, that means the assignment or question has been completed and turned in!

# Navigating an Assignment

The screenshot shows a Google Classroom interface. At the top, the 'Classwork' tab is selected, indicated by a red circle with the number 1. Below the navigation bar, there are links for 'View your work', 'Google Calendar', and 'Class Drive folder'. The main heading is 'Module 1- Chrome and Drive'. An assignment titled 'Getting to Know You' is highlighted with a green background, with a red circle 2 pointing to the title and a red circle 3 pointing to the 'No due date' status. Below the title, it says 'Posted Jan 10, 2019 (Edited Aug 15, 2019)' and 'Assigned' with a red circle 4. The assignment description reads: 'Choose one of the two provided templates to create a poster about yourself. Feel free to customize the colors and graphics, but don't forget to include a photo of yourself.' Below the text is a Google Slides attachment titled 'AACPS OIT - Meet the Te...' with a red circle 5 pointing to the attachment. At the bottom of the assignment card, there is a 'View assignment' button with a red circle 6 pointing to it.

1

Classwork Tab

2

Assignment Title

3

Assignment Due Date

4

Assignment Status

5

Assignment Attachments/Links

6

Click to View Full Assignment

# Navigating a Discussion Question

**1**  What are your thoughts about HyperDocs? Like them? Dislike them? Questions or Concerns?

**4**  
5 points

 Kerri Lambert Jan 18, 2019 (Edited Aug 15, 2019)

**2** This question is a part of the HyperDoc assignment on Hyperdocs. Please wait to answer the question until directed to do so in that assignment. Then, answer the question and respond to at least two of your colleagues.

**3** Class comments



Add class comment...



**5** Type your answer

**6** Turn in

Private comments



Add private comment...



**1** Question to answer

**2** Additional directions

**3** Attachments may appear here

**4** Point Value

**5** Where you answer

**6** Click to turn in.



## Access Anywhere

Google Apps allow you to edit Google assignments from any device that is connected to the internet!

### Google Apps to Have



Classroom



Drive



Docs



Slides



Sheets



# Questions?



Find at home lesson resources on the

[AACPS eLearning Website](#)

Find more resources on using Classroom on the

[AACPS Google Resource Site](#)