

Google Apps User Guide

Search the internet for Google classroom or enter the address <https://classroom.google.com/>

To log on children need to enter their email address and password.

The main area of Google Classroom shows work which is posted by your child's classteacher.

Your Username:

Firstname.secondname@riverview.staffs.sch.uk

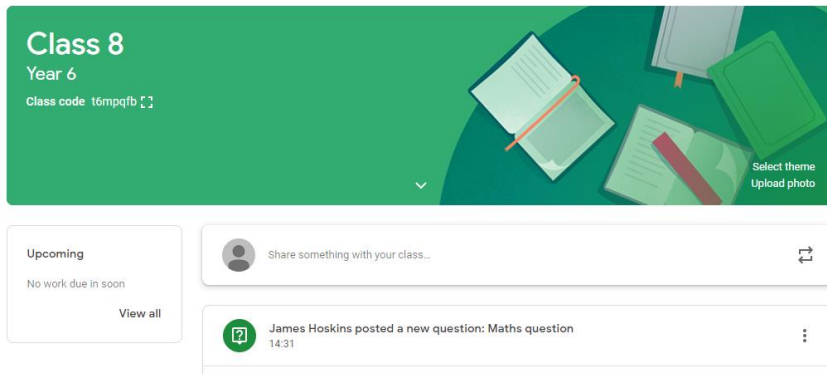
Example:

Joe.bloggs@riverview.staffs.sch.uk

Your Password:

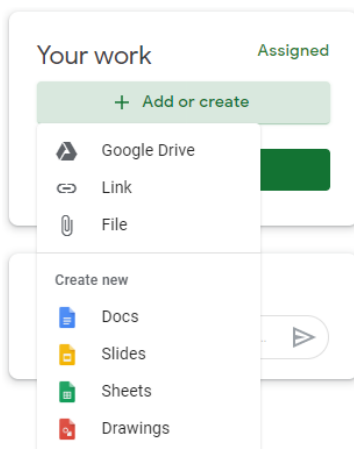
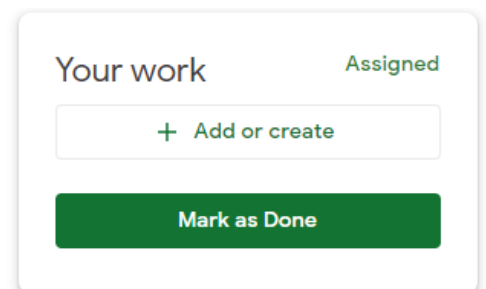
Riverview1!

To answer work set by the teacher you may simply need to type your answer in a box or choose one of a number of options in a multiple choice sense. Alternatively, you may need to upload a document or photograph of your written work or of a screen shot from your own device.



To do this look for the Your work box.

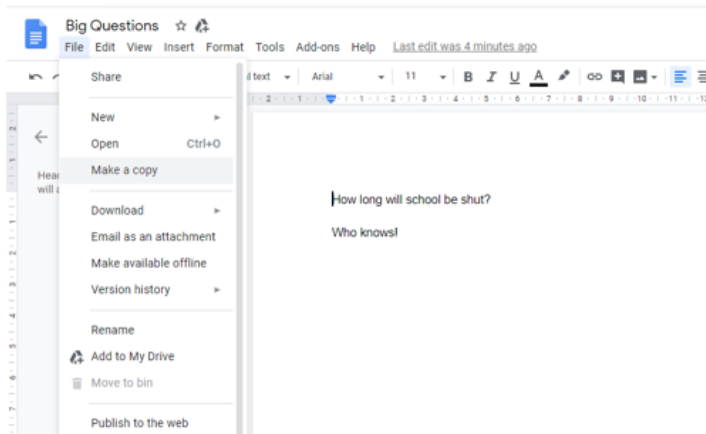
Adding your own work means that, as well as uploading a document, you can also create a new document using one of the Google Apps tools such as Docs or Drawings. Your teacher may give you work which is in the form of a Google Docs document that you can type your answers into. This can be saved within your own area and then shared back with your teacher.



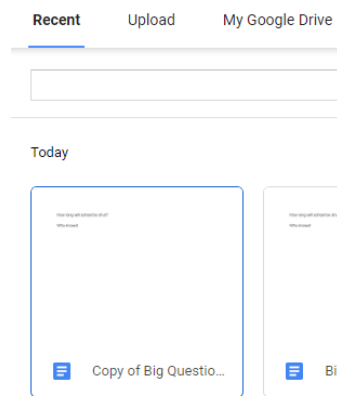
Remember that with any difficulties you have, your child's class teacher can offer advice via the comments sections.

Class comments

Private comments



Insert files using Google Drive



Google docs works well on a laptop or PC when used through Google Chrome. On iPads and other tablets, to edit a document, you need to download the Google Docs App (which is a free download).



Google Docs

Should you have any problems logging into Google Classroom and need support you may contact school via telephone - 01283 260157.