

# Google Classroom

## Welcome to Virtual School !!!

Everyone is doing a great job trying new ways of learning and asking teachers for help. Of course, sometimes a teacher is helping another student and needs a student to think through the possible issues to find a solution. With this in mind, here is a file to help answer or direct students (or even parents) to a possible solution.

Google Classroom



To-do Calendar

**6th Period New Mexi...**  
Amanda Jones  
Due tomorrow  
Current Events-

**Period 3**  
Anne Massie  
Due Sunday  
11:59 PM - Adding Rational Nu...  
11:59 PM - Math Syllabus

**7th Grade Science P5**  
Brie Logan

**2nd Period Language...**  
2nd Period - Mr. Jones  
Adam Jones  
Due tomorrow  
4:00 PM - Two Kinds: Student ...  
Journal: My Family

**1 - Physical Education...**  
(Dellios) - Period 1 / Grade 7th  
Jon Dellios  
Due tomorrow  
\*\*\*9/14-18/20 Weekly PE Fitne...  
9/14-18/20 Weekly PE Fitness Log

**7th Grade Music**  
period 4  
Ken Johnson

**A. Jones Homeroom**  
Amanda Jones

This is what you should see when you first enter the **Google Classroom**.

All your classes, teachers and possibly a short summary of what is currently due for the week.

At the beginning of a quarter or semester, you may see a grayed square with “Accept” at the bottom, click this to see your new classroom.

If you don’t see a class you know you have, you may need to call the school and ask for a “Class Code.” See slide 2 to see which icon to click.

## Index to Pages

<a href="#">Classroom Icon Explanations</a>	<a href="#">Page 2</a>
<a href="#">Assignments/Grades</a>	<a href="#">Page 3</a>
<a href="#">Google Drive Explanation</a>	<a href="#">Page 4</a>
<a href="#">Inside a Classroom</a>	<a href="#">Page 5</a>
<a href="#">Classwork</a>	<a href="#">Page 6</a>
<a href="#">Assignment</a>	<a href="#">Page 7</a>
<a href="#">Problems?</a>	<a href="#">Page 8</a>

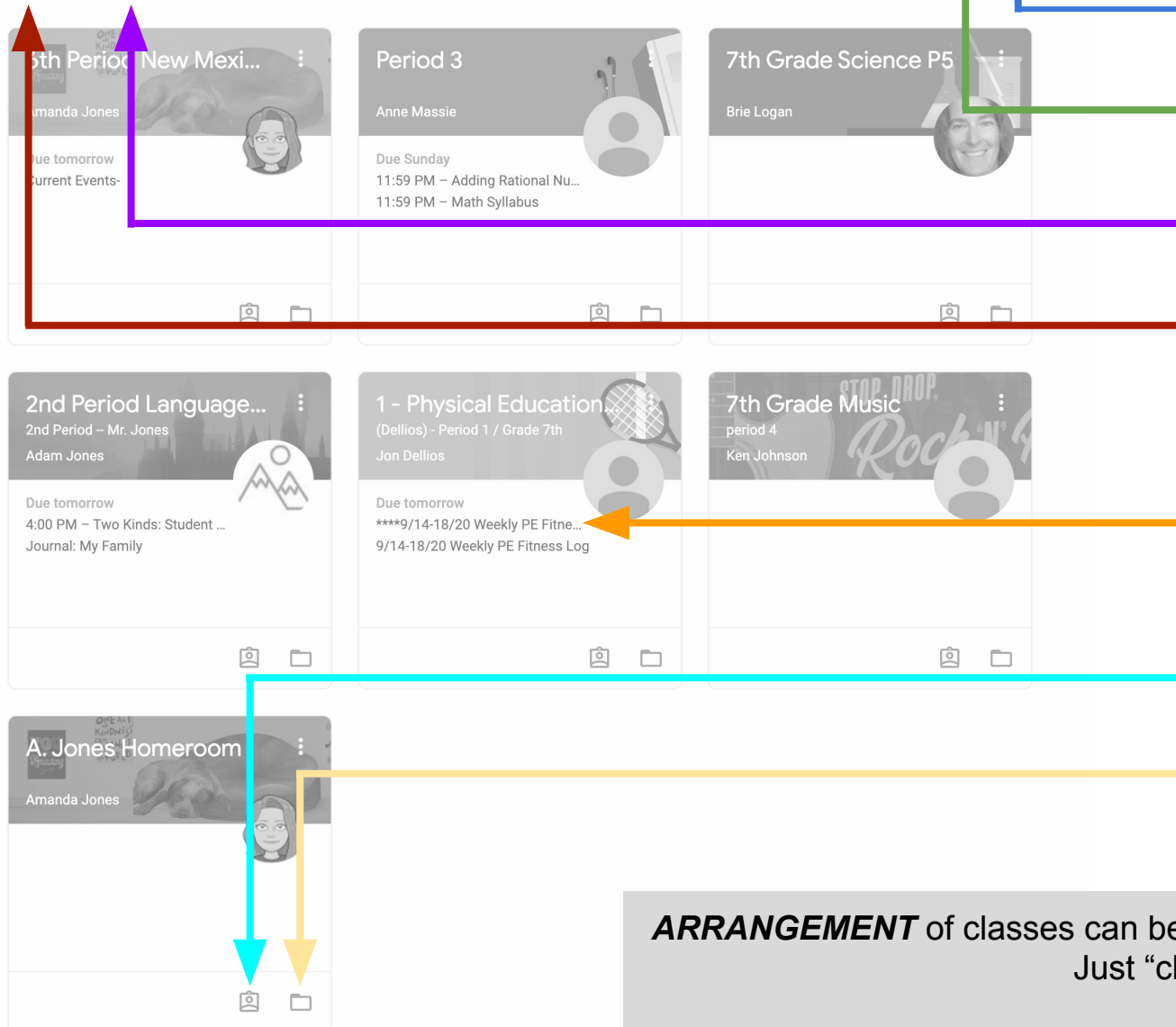
# Google Classroom

## All Your CLASSES in One Place

### Classroom Icons Explained

Google Classroom

To-do Calendar



This indicates whose Google Account is currently showing. (*ie: Mom's, siblings, etc.*)

Click to navigate Google. (*ie: Gmail, Google Drive, Google Maps, etc.*)

Click to **Add a Classroom** with a provided class code from the instructor.

**Google Calendar** - Click to see weekly view or monthly view of assignments due.

Click **To-Do** icon to see a linked list of your assignments not turned in.

Current week summary.

Click to open your **Grade Book** to see your grades for the selected class.

Click to open your **Google Drive Folder** to see all your files in one place.

**ARRANGEMENT** of classes can be moved around to your specifications. Just "click" the title area and "drag" the class.

Class Assignments & Gradebook



Student Name  
Guardian's Name

These grades are now tied to Plus Portal and help you keep track of which assignments are graded and what you received.

All

Assigned

Returned

Missing

Op Art Names	📎 2	No due date	100/100
Back to School Pennant	📎 1	Sep 18	100/100
Back to School Questions		Sep 18	100/100
Student Technology Survey		Sep 11	100/100

Reading Survey      Sep 11      100/100

Assignment Topics

Your Grade / Possible Points

Due Date

Name of Assignment

# Google Classroom

## All Your FILES in One Place Google Drive Explained

**Search** here if you know the name of your file.

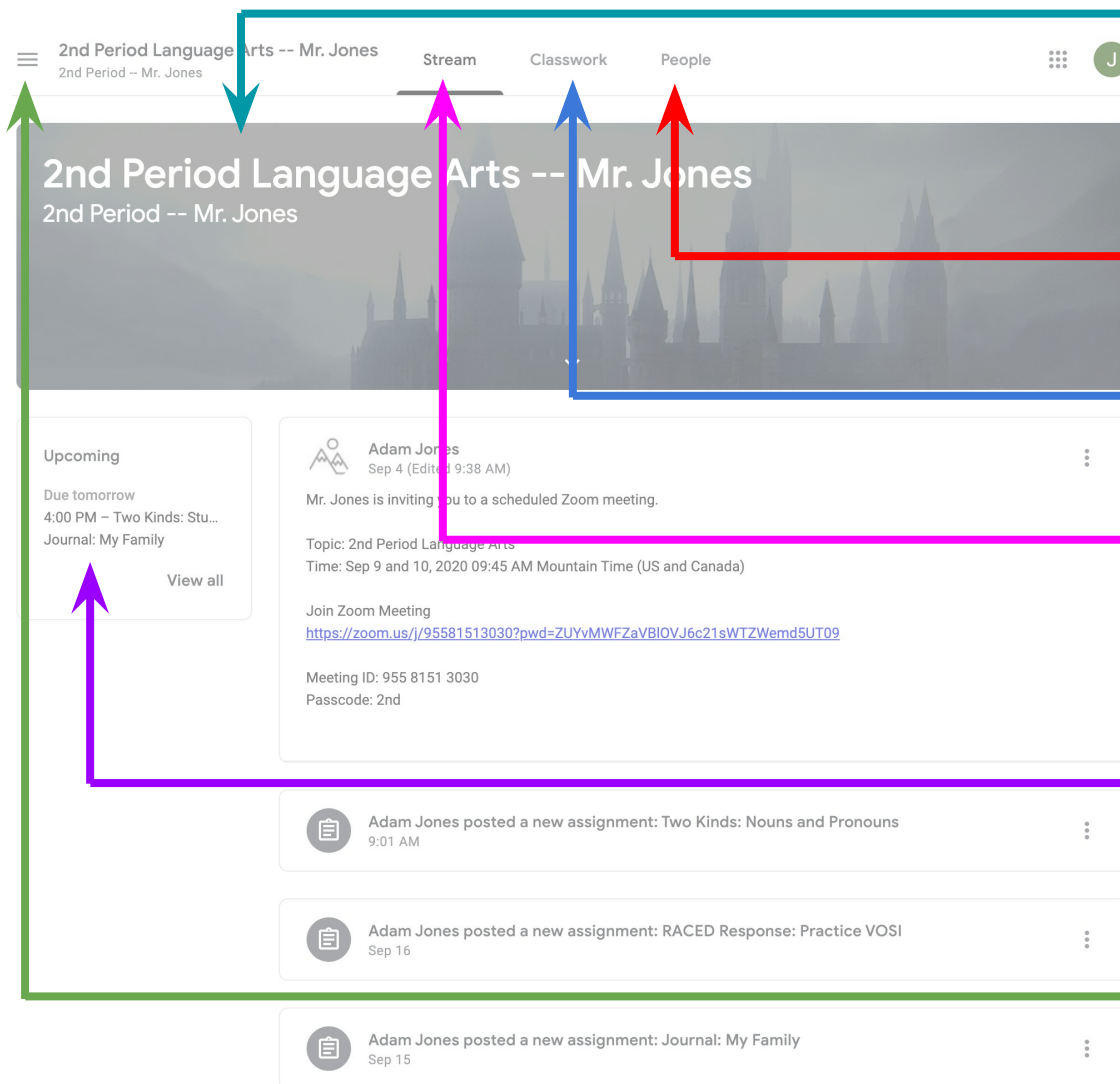
The screenshot shows the Google Classroom interface with several annotations:

- Search:** A pink box highlights the "Search in Drive" bar at the top.
- New:** A blue arrow points to the "New" button in the left sidebar.
- Google Apps:** A purple box highlights the "G Suite" menu in the top right, which includes links to Account, Drive, Gmail, Classroom, Docs, Sheets, Slides, Calendar, Sites, Contacts, and Meet.
- Quick Access:** A teal box highlights the "Quick Access" section, which shows recent files and folders.
- Classroom Folder:** A red box highlights the "Classroom" folder in the "Folders" section, which contains various class folders like "5th Grade Home Room ...", "5th Grade PE Coach Estr...", "2020-2021 Art & VOSIs ...", "2020-2021 Language Ar...", "2020-2021 Math A and C", "2020-2021 Science D an...", and "2020-2021 Social Studie...".

Click here to create **"New"** items and to upload items.

This is where your attached assignments are stored in **Class Folders**.

Upon opening a class, the view is automatically on **STREAM**. New assignments, posts, and upcoming due dates are shown on this page.



### Class Information

Could possibly have links to meetings.

**People:** click on this tab and see your classmates.

**Classwork:** click on this tab to see your assignments.

**Stream:** can show teacher notes and new assignments posted for the class.

**Upcoming** shows what is due tomorrow or coming up soon.

**Classroom Navigation:** click to choose another class without having to start at the beginning.

6th Grade Keyboarding(1QP2)  
1stQ-P2 (Mon & Thur 9:45-10:45)

Stream **Classwork** People Grades

Meet Google Calendar Class Drive fo

All topics

TO DO:Class Work &...

TO DO:Typing.com ...

3 Quizes

READ & Reference

### TO DO:Class Work & Projects

- Newsletter Due Sep 25
- Quote from a Musician Due Sep 11
- Favorites Quiz Due Sep 4

### TO DO:Typing.com Work

- Week 3: Typing.com Due Tomorrow
- Week 2: Typing.com 1 Due Sep 11

**Individual Teachers' setup will differ, but overall they all work the same.**

**Topics:** Click on one and it will open only the assignments under that heading.

**Assignment:** Shows the name and due date on one line. Click on the name and it will open to show more information and attachments.

Clipboard icon shows it is an Assignment or Quiz.

Bookmark icon shows it is material only.

These are two different assignments that have been double clicked to show more information.

- Shows basic information for the assignment and when due.
- Shows information AND added files you can double click to open and view.

Both have **“View Assignment”** on the bottom left - click and open the assignment fully.  
See next slide for details.

1.

Week 2: Typing.com 1 Due Sep 11

Posted Sep 5

Remember Week 1 was MAPS testing all week.  
2 Chapters: 15 Mins Total/ 30 pts.  
1. (J,F,Space Keys) - 7 mins.  
2. (U,R,K Keys) - 8 mins.

1 class comment

View assignment

2.

Newsletter Due Sep 25

Posted Sep 12 (Edited Sep 14)

2 weeks for the project; however, not solely. Will be overlapping projects.

Wk 2: Thursday (P2) and Friday (P5) talk about theme of Newsletter  
Wk 3: Lecture on Monday (P2) & Tuesday (P5)  
Thurs (P2) & Fri (P5) - we will chat about formatting, so text should be done.  
Wk 4: Ask questions during class times  
Due on Friday, Sept 18th.

Rubric: 7 criteria • 30 pts

newsletter Google Docs

Travel Newsletter Google Docs

rockwell Google Slides

Newsletter Presentation Google Slides

1aa. Newsletter Example Google Docs

View assignment



The screenshot shows a Google Classroom assignment titled "9/22 Interactions in Ecosystems- Read/Outline" by Brie Logan, posted at 8:03 AM. The assignment is worth 100 points and is due at 4:00 PM. The instructions are: "1. Read Living Things and the Environment Text" and "2. Outline the text in google docs and submit." A note states: "All students complete Version 1 (V1) and not Version 2 (V2) or Version 3 (V3)- unless I have told you otherwise." Below the instructions, there are six attachments: three Word documents, one PDF, and one Google Docs file. On the right side, there is a "Your work" section with a "Mark as done" button and a "Private comments" section. Annotations with colored arrows point to various elements: a red arrow points to the "Assigned" status; a blue arrow points to the "Mark as done" button; a green arrow points to the "Add or create" button; a purple arrow points to the "Supporting documents for assignment" section; a red arrow points to the "Points for the assignment" section; and a red arrow points to the "Your Work Area" section.

**9/22 Interactions in Ecosystems- Read/Outline** :  
Brie Logan • 8:03 AM  
100 points Due 4:00 PM

1. Read Living Things and the Environment Text  
2. Outline the text in google docs and submit.

All students complete Version 1 (V1) and not Version 2 (V2) or Version 3 (V3)- unless I have told you otherwise.

Interactions in Ecosystems- ... Word  
Interactions in Ecosystems- ... Word  
Interactions in Ecosystems- ... Word  
Interactions in Ecosystems T... PDF  
Interactions in Ecosystems T... Video  
Answers Interactions in Ecos... Google Docs

Class comments

**Supporting documents for assignment.**  
Double click to open and view.

**Directions for completing the assignment.**

**Points for the assignment.**

**Your work** Assigned  
+ Add or create  
Mark as done

Private comments  
Add private comment...

**Click this button to turn in.**

First time turning in, it will show as above, "Mark as Done"  
If teacher returns and corrections needed, it will read "Resubmit"  
If turned in, but need it back, it will read "Unsubmit"

**Add(1.) or Create(2.) an attached file for your assignment.**

1. Adding a file takes you to **YOUR Google Drive** to choose the file you want to attach.  
2. **Create** allows you to add a document (Google Docs, etc.) to your assignment.

**Your Work Area**  
Shows status of your work *Assigned* or *Graded*.

## ***Possible Problems and Solutions***

<b>Issue</b>	<b>Possible Problem</b>	<b>Try</b>	<b>Explanation</b>
Chromebook turns off abruptly.	<b>Overheating</b>	If it feels hot, let it cool and try starting again.	When using, air needs to be circulating around chromebook. Don't lay on soft items (like bed or couch) that possibly blocks vents.
	<b>Low Battery</b>	Keep cord plugged in while using.	Online meetings can use A LOT of battery life. Try keeping the chromebook plugged in while attending meetings.
Meeting kicks viewer or doesn't allow them on.	<b>Not Enough Band Width</b>	Deleting extra windows you don't need.	Online meetings use quite a bit of bandwidth (what wifi is made up of) and having too many tabs open at one time is one way of not having enough bandwidth for the meeting.
	<b>Another Meeting Camera or Link Open</b>	Deleting any meeting tabs you are not currently using.	Google Meets and Zoom are the main links being used. One cannot be on with the other still linked or even on the desktop.
Cursor pops around the screen randomly.	<b>User hand is brushing the touchpad.</b>	Watch how close your hands (even the palms) are to the touchpad.	It is easy to do while working on a laptop; times where your hand accidentally touches the touchpad and randomly places the cursor. Just move the cursor where you need and click to set the spot.