



HAPPY PALACE GROUP OF SCHOOLS

Play Group | Montessori | Kindergarten | Primary | Matric | O & A Levels | Intermediate

GOOGLE CLASSROOM

A Student/Parent Guide

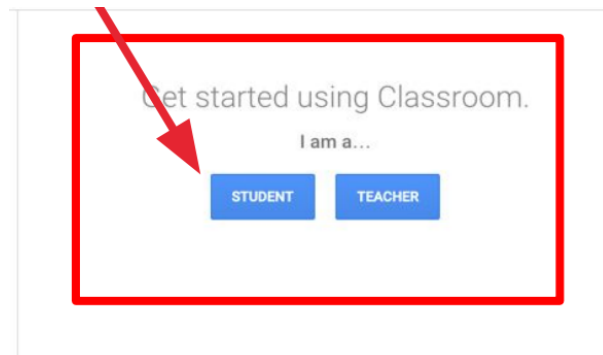


Google Classroom is designed to help teachers and students communicate and collaborate, manage paperless assignments, and stay organised.

Log-in

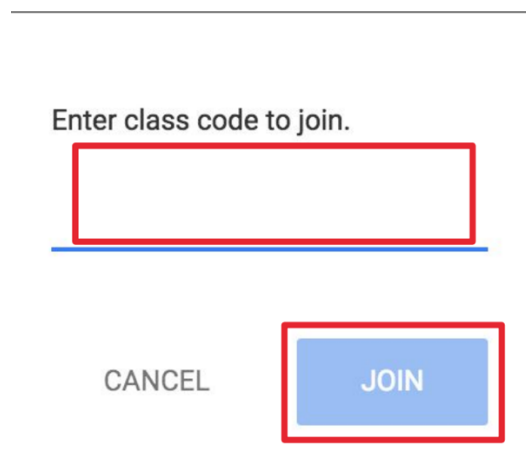
Go to classroom.google.com.

The first time you arrive at the Google Classroom website you will see a screen asking if you're a student or a teacher. Choose student as your role.

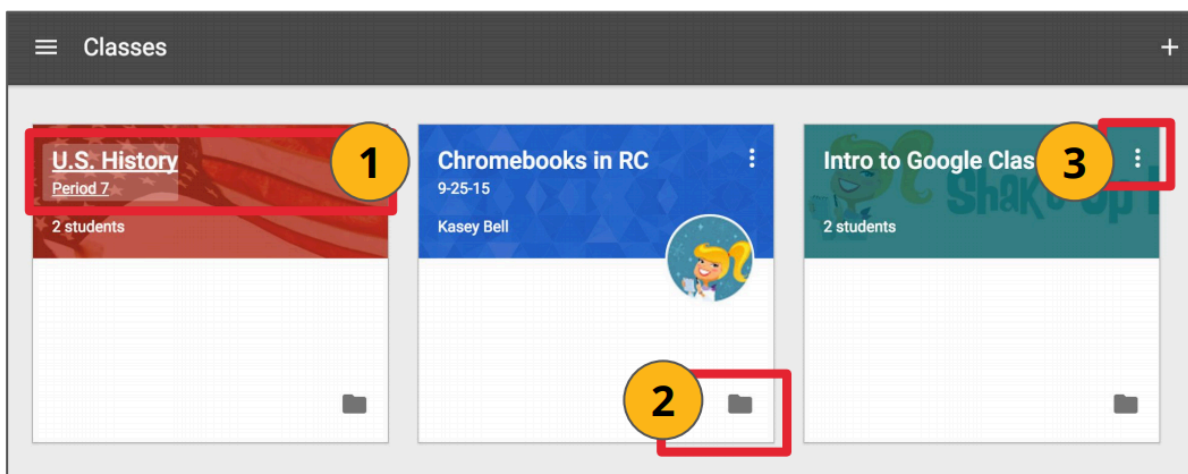


Join a Class with a Class Code or Invite Link

1. Goto classroom.google.com. If it is your first login, be sure to select your role as Student
2. Click the + on the top right corner of the page to Join Class.
3. Your teacher will send you the code through either WhatsApp or an invitation through Gmail.
4. Enter the Class Code given to you by your teacher and click Join.



Below is an example of a Google Classroom homepage. There is a “card” for each class that you have joined. Click the title of the class to go directly to that class.



Once you enter your class you will see 3 main tabs; **Streams, Classwork and People.**

The Stream is where students can view and access announcements, assignments, discussion topics, and comments. If enabled by the teacher, students can also add posts and leave comments.

Remember, this is viewable by your teacher and the entire class.

○ Use the post to ask a relevant question about class or assignments, collaborate with other students in your class, or to share relevant resources related to the class subject and topics. ○ Your comments are saved, even after they have been deleted. Your teacher can always see what you share so keep it appropriate!

Classwork is where Students can view and access all the Topic/Subjects that the students are studying i.e. English, Maths, Science and Urdu. Students can also see and access the assignments, questionnaires and quizzes in this section. Students will be getting regular assignments, so it is recommended that they regularly check the classroom section. An automatic email will also be sent to students when a new assignment is uploaded; Students can write their answers in the space provided, or they can attach the file of their work in the space provided.

People: This is where you will see all your classmates and teachers. There is an option to email your teacher here in-case you have a query.

Google Classroom App on Mobile / Hand held devices

Google Classroom is also available on both: IOS (App Store) and Play Store (Android). The app is easy to use and follows a similar interface as desktop version. Kindly download it on your smart phone to access the google classrooms.

**Information and Communication Services,
HPGS.**

**IT Department,
HPGS.**