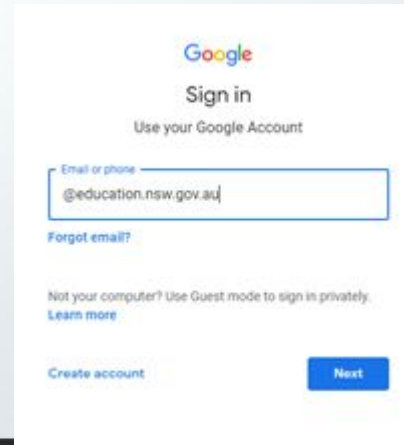# How to log on to Google Classroom

First two steps

1. Go to classroom.google.com **or** download Google Classroom from your app store or playstore on your device.

2. Students will need to use their student login details eg firstname.lastname(number if they have one)@education.nsw.gov.au

Student Login

3. It will then ask you to log on using student portal login eg firstname.lastname(number if they have one) and password (this should be sgps or their class)

Login with your DoE account

User ID

Enter your user ID

Example jane.citizen1

Password

Enter your password

Log in

Forgot your password?

Google Classroom Accept Invitation

4. It will then take you to Google Classroom and you can accept the invitation to join the class

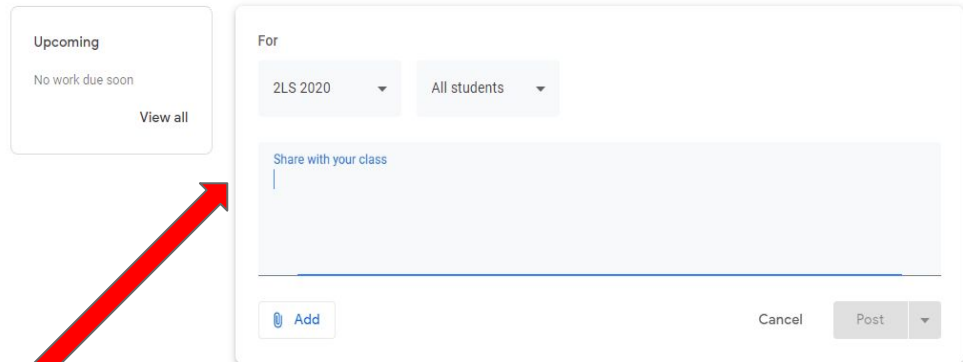or if you have already joined click on the class!
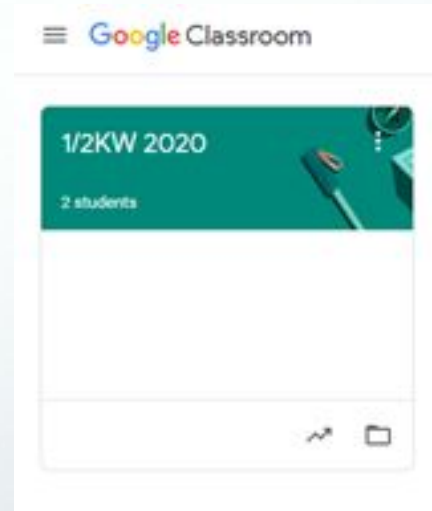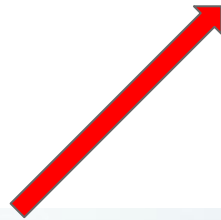
How to share your work!

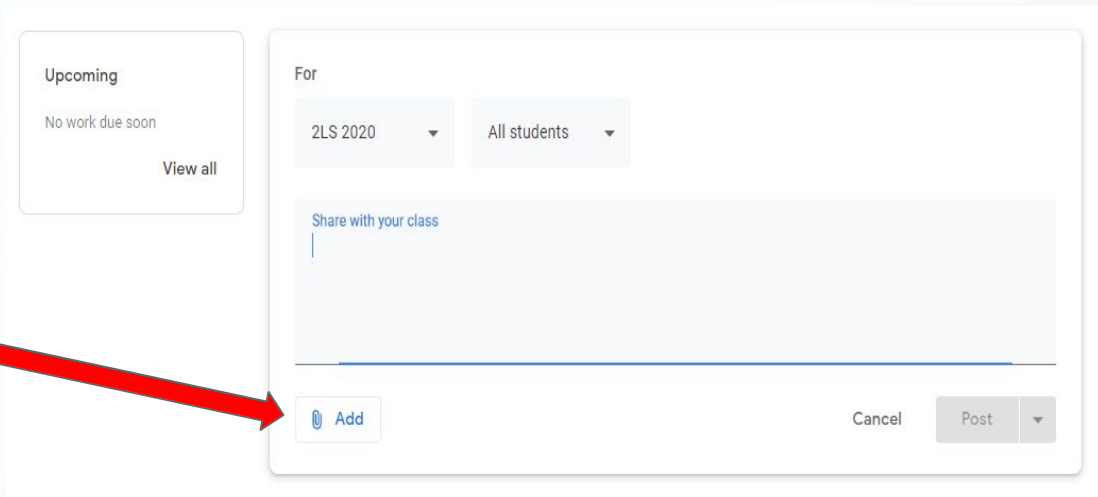# Instructions for uploading completed work from your computer

1. Click on the **Comments** box at the top of the screen
2. Type in what you are adding – for example **Maths Week 10 Thursday**

Upcoming

No work due soon

View all

For

2LS 2020

All students

Share with your class

Add   Cancel   Post
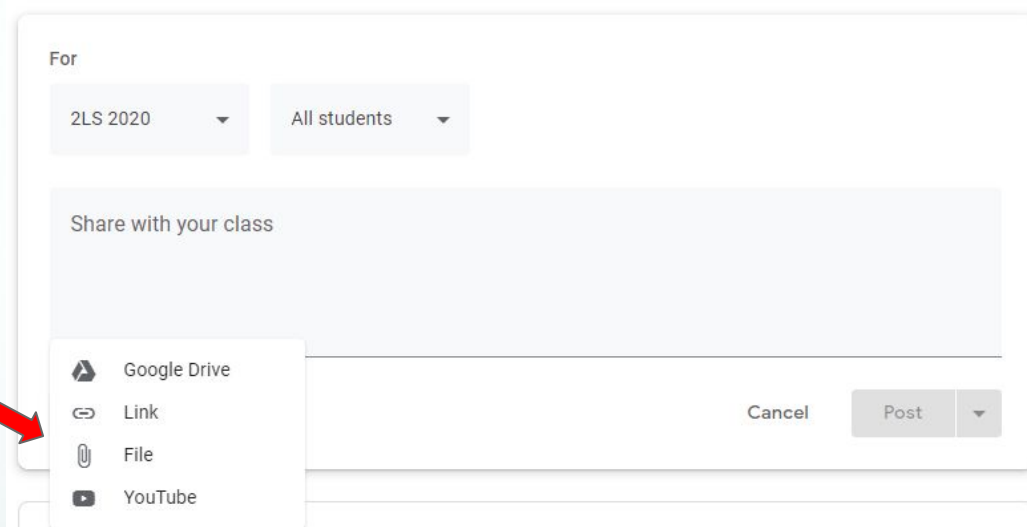
3. Click on the paperclip at the bottom to attach the photos you want

Upcoming

No work due soon

View all

For

2LS 2020 ▼   All students ▼

Share with your class

🔗 Add

Cancel   Post ▼

4. Select the area where you have saved your work – Google Drive or File (on the computer)

For

2LS 2020   All students

Share with your class

Google Drive
Link
File
YouTube

Cancel   Post

Instructions for uploading completed work from your phone/ipad using the google classroom app

1. Click on the Classroom app and select Get Started
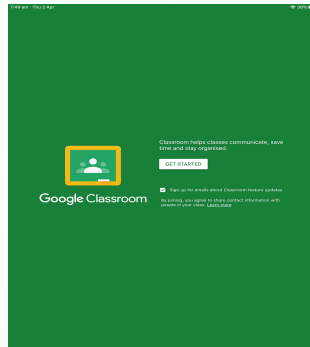
Login using your education email
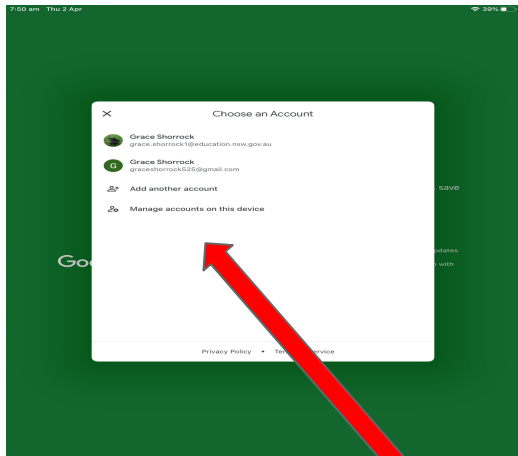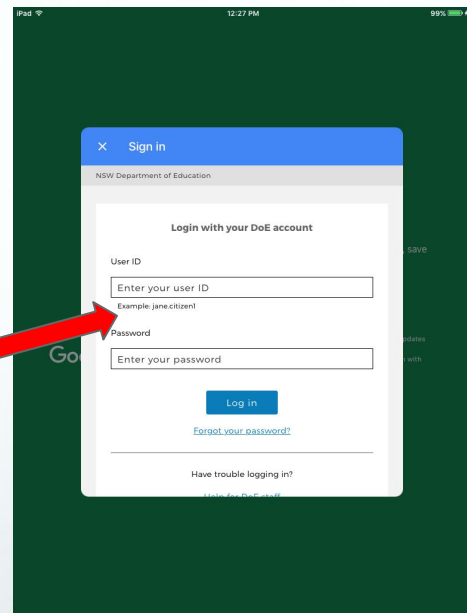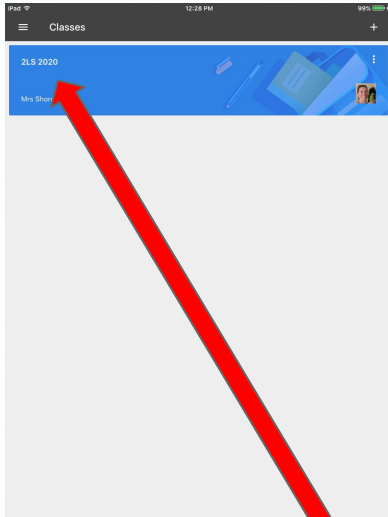name.surname#@education.nsw.gov.au
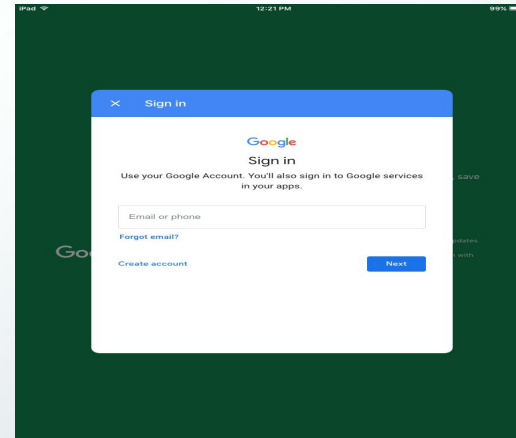
OR
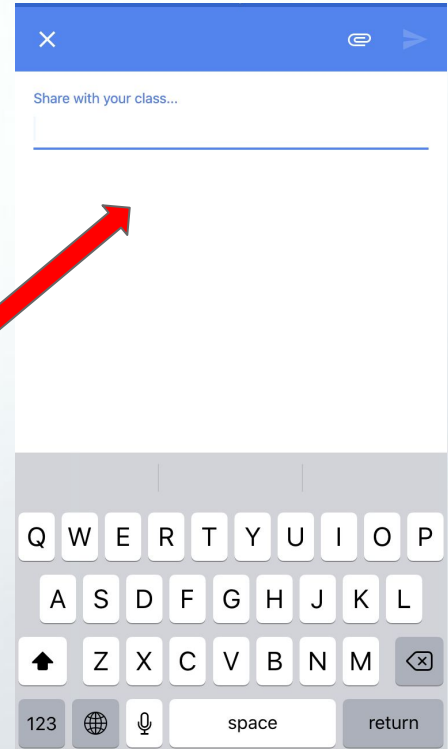2. Login in using your
name.surname
and password:
sgps or class

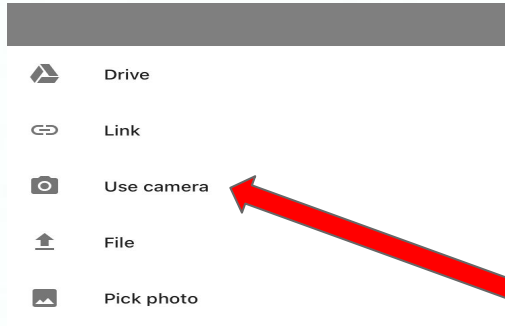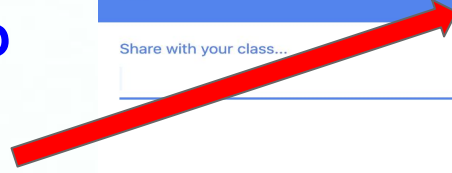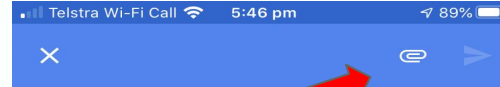Select the correct account for your child if you have more than 1 child

4. Tap on comments at the top of the screen to type in your comment eg: Week 10 Maths

3. Tap on the class to open

5. Tap on the paperclip to add your photos

6. Tap on Use camera to take photo of your work

Telstra Wi-Fi Call 5:46 pm 89%

Share with your class...

Drive

Link

Use camera

File

Pick photo

Q W E R T Y U I O P

A S D F G H J K L

Z X C V B N M

123 space return

6. Take photo of your work and **Use photo** to begin upload
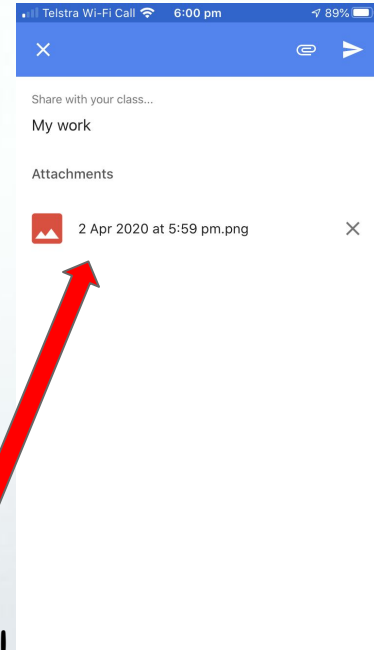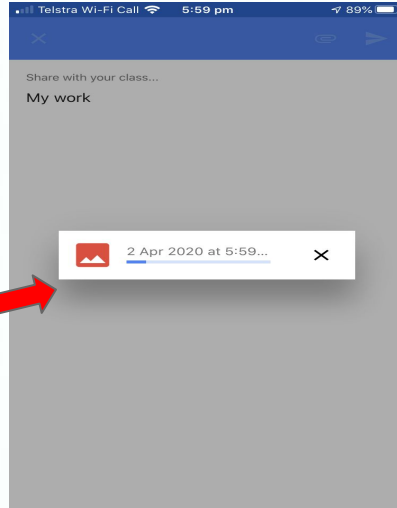
Your images have now been added!
You can add more using the **paperclip**

If you have any further questions...

Feel free to ask questions in the comment boxes in Google Classroom and your child's teacher will get back to you as soon as they can.

Keep smiling and remember we are all learning!

Stage 1 Teachers