

Shake Up Learning®



# Written by Kasey Bell ShakeUpLearning.com

# The Google Classroom Cheat Sheet is licensed under a <u>Creative Commons</u> <u>Attribution-NonCommercial-NoDerivatives 4.0 International License</u>.

Book Design and Production by Kasey Bell.



#### YOU ARE FREE TO:

**Share**: copy and redistribute the material.

### Under the following terms:

**Attribution**: You must give appropriate credit.

**NonCommercial**: You may not use the material for commercial purposes.

**NoDerivatives**: If you remix, transform, or build upon the material, you may not distribute the modified material.

**No additional restrictions**: You may not apply legal terms or technological measures that legally restrict others from doing anything the license permits.





### WELCOME TO GOOGLE CLASSROOM

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

#### FIRST LOGIN FOR STUDENTS

Go to classroom.google.com.

The first time you arrive at the Google Classroom website (if you have never logged in) you will see a screen like the one to the right.

CLICK "Go to Classroom" button.

#### **LOGIN**

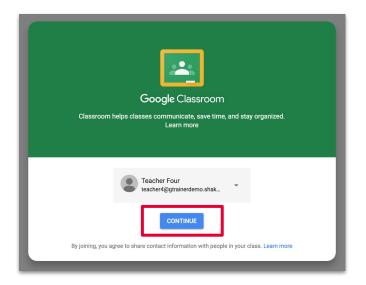
You will then be prompted to login with the email and password that were issued by your teacher or school.

After you enter your email and password, **CLICK** "Continue".

#### **SELECT YOUR ROLE**

 Click on the "I'M A STUDENT" button as your role so you can join your teacher's class.







Note: You cannot change your role later, so be sure to select the correct role.



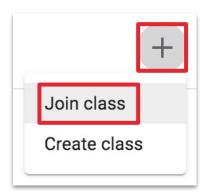


# **JOIN A CLASS AS A STUDENT**

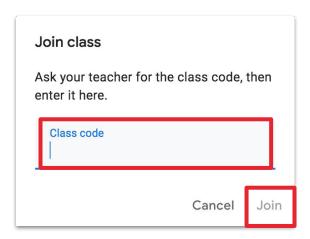
1

#### **Create and Name Your Class**

Click the + (near the top-right of the page) and select "Join class" to join your teacher's class.



Enter the class code given to you by your teacher.
Then, **CLICK "Join."** 



The code for the co-curricular class is quigacz



## STUDENT NAVIGATION

- Main Menu (3 lines): Access all of your classes, calendar, student work, and settings.
- **Stream:** The stream is where you will find announcements from your teacher, upcoming deadlines, and where you can post and comment (if your teacher enables this for you).
- **Classwork**: The Classwork page is where you will find your assignments and class materials.
- 4 People: The People page is where you can email your teacher and classmates.
- **G Suite Apps**: This icon represents your G Suite apps. You can click on this icon to open other G Suite applications.

