

Hurley's Guide to Accessing Google Classroom

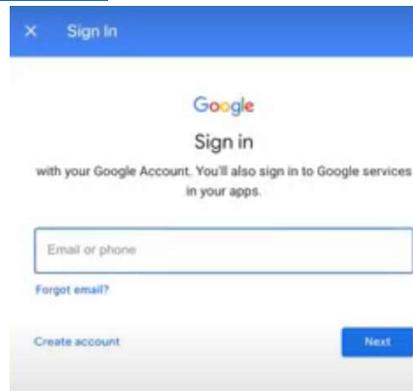
During a lockdown or bubble closure, we will be following government requirements to provide children with a more rounded education. We have taken feedback from you, parents, and also learnt from the last lockdown, something we had never even considered preparing for. Whilst we know it will be impossible to replicate the classroom, we want to make home learning as beneficial as possible. Therefore, all classes from Years 1-6 will be using Google Classroom in some format to allow for children to submit work and teachers to feedback on this. Reception will continue to use Homeroom and email to maintain parent – teacher contact. This guide will allow your child to access their Google Classroom.

Using a tablet or mobile

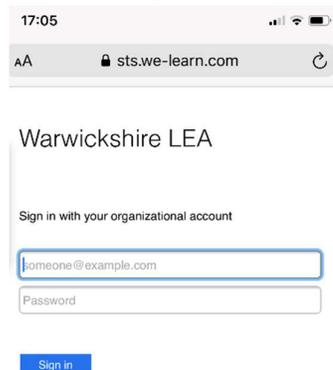
- 1.) You will need to start by downloading the Google Classroom app from the app store. It will also be useful to download the Docs, Sheets, Drive and Chrome apps too.



- 2.) Launch the Google Classroom app. Enter your welearn365 login information. Your username is your computer login at school (like b.simpson) but you must add @welearn365.com afterwards. E.g b.simpson@welearn365.com

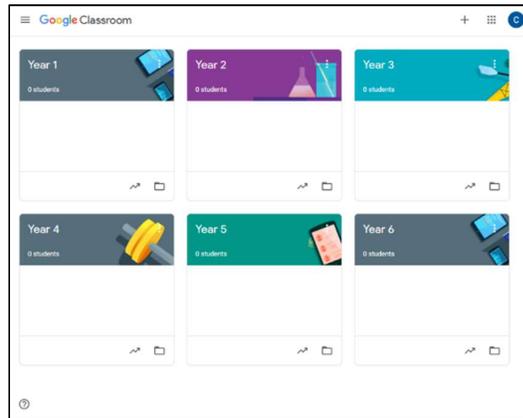


When you enter this, you will be taken to the welearn365 sign in page (see below). You will need to re-enter your username (with @welearn365.com) and then enter your password (again this is the one you use at school to log on to the computers and Chromebooks).



If you get an error message or aren't taken to the welearn365 sign in page, check to see that you haven't forgotten the @welearn365 part or if you've typed in @gmail.com instead. If you have forgotten, you can check your username details with your class teacher.

- 3.) You will now be logged on to Google Classroom. You should find a list of any classrooms you belong to (this is probably just the one at the moment). Click on your class.



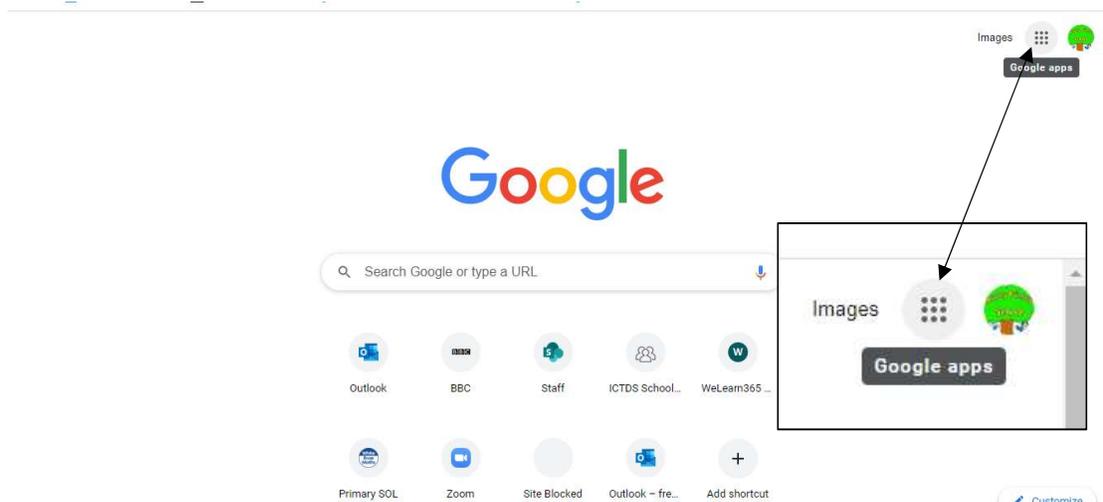
What about using a PC/Mac/laptop?

If you are using a PC, Mac or laptop, then the process should be simpler.

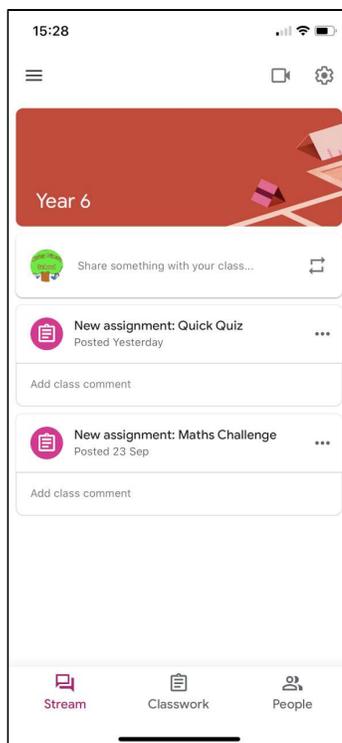
Go to [google.com](https://www.google.com) and sign in in the top righthand corner to your google account using your school log in information. Your username is your computer login (like b.simpson@welearn365.com) When you enter this, you may be taken to the welearn365 sign in page. You will need to re-enter your username (as above) and then enter your password (this is the one you use at school to log on to the computers).

You can check your log in details with your class teacher.

You should now be able access google classroom via the 'waffle'. Click this icon and find the Google Classroom icon on the list below. You can also access other useful programs like Docs, Sheets and Drive from here.



4.) You will now be presented with a page similar to this.



To find work and tasks set by the teacher, click on the classwork link (which may be at the bottom or top of the page). You can now complete work by creating online documents, answering quizzes, adding attachments like documents, photos of written work and even videos.

This is a very basic guide to allow children to access Google Classroom. For a better look at how Google classroom works, you can watch these YouTube videos. They are all from US content makers but most of what they discuss seems to still apply.

<https://www.youtube.com/watch?v=8pueFFwwQuQ> – How to Use Google Classroom on a Tablet

<https://www.youtube.com/watch?v=2lowi-gmbys> Parents Guide to Google Classroom 2020

<https://www.youtube.com/watch?v=lgS-hoSljnw> – How to use Google Classroom for parents.

We will be producing further guides on how you and your child can use Google Classroom to improve your learning at home experience.