

# Kaufman ISD Remote Learning with G-Suite for Education



Kaufman ISD offers all students and staff members a free educational suite of applications to enhance teaching and learning. G-Suite is a concept known as “in the cloud” where services and storage are provided over the Internet. These tools support the high levels of collaboration that are required in today’s classroom to prepare students with the communication and collaboration skills they need to be successful in educational settings and the work force. Please follow the steps below to get started with your Google Account at home.

## Step 1: Log-in with your KISD Google Credentials

- **Grades 3-12:**
  - Go to [www.google.com](http://www.google.com)
  - Click Sign-in
  - E-mail address = Last two digits of graduation year + first name initial + last name @kaufman-isd.net
  - Password = first initial + last name initial + Student ID#
  - Send an e-mail to [techsupport@kaufman-isd.net](mailto:techsupport@kaufman-isd.net) if you need help with your e-mail address.
- **Grades 2 and below will go straight to Google Classroom:**
  - Go to <https://classroom.google.com/>
  - Click Sign-in
  - E-mail address = Last two digits of graduation year + first name initial + last name @kaufman-isd.net
  - Password = first initial + last name initial + Student ID#
  - Send an e-mail to [techsupport@kaufman-isd.net](mailto:techsupport@kaufman-isd.net) if you need help with your e-mail address

## Step 2: Join Classes through Google Classroom



Classroom

- Click on the Google Apps Waffle (9 dots in the top right-hand corner by your profile picture



- Choose Classroom



- Click Join if a class is already listed for you

- If you have been given a code, click the plus sign and Join class



Join class  
Create class

- Enter your class code and Join

Join class

Ask your teacher for the class code, then enter it here.

Class code

Cancel Join

## Step 3: Connect with your teacher in a live setting via Google Meet

- Click on the Google Apps Waffle (9 dots in the top right-hand corner by your profile picture



- Choose Meet



- Click Join a Meet and enter the code given to you by your teacher

**Step 4: Send an e-mail to [techsupport@kaufman-isd.net](mailto:techsupport@kaufman-isd.net) if you need help or if you have any questions. **Thank you!****