

Google Classroom Orientation for Families

We will begin at 5:00.



Purpose:

Today, we are going to learn about Google Classroom from the student, teacher, and parent perspective.



Format:

To stay organized, I have limited the ability for participants to unmute themselves.

We are monitoring the chat, so feel free to type any questions you may have as we go along, and I will answer them as quickly as I can.

There will be a live Q&A session at the end as well.

***This presentation will be emailed to all participants at the conclusion, so do not worry about writing down information.**



Introduction

Hello!

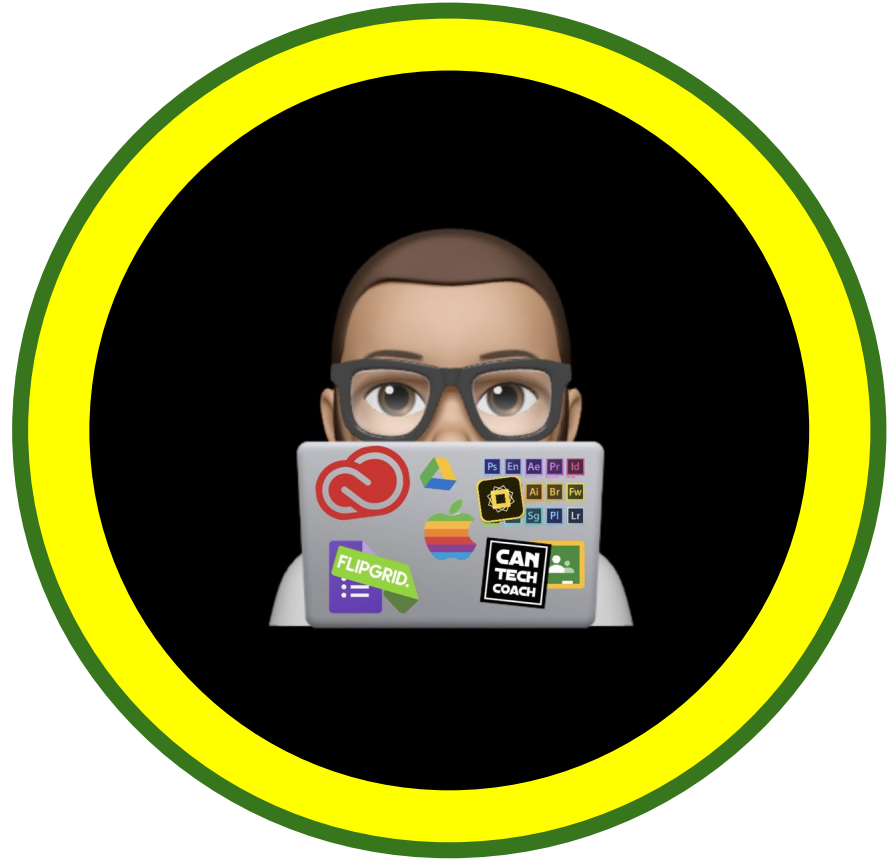
My name is Shawn Canney, and I am the Instructional Technology Coach for Drew (K-12).

This is my-

2nd year in this **position**

7th year at Drew

20th year in **education**



Google Classroom

Google Classroom is a learning management system that allows teachers to integrate content and assignments that they create into their online lessons.

It serves as a way for teachers to curate materials from the internet or outside resources.

Google Classroom also utilizes Google Calendar and Gmail to help our teachers stay in touch with students and with parents.



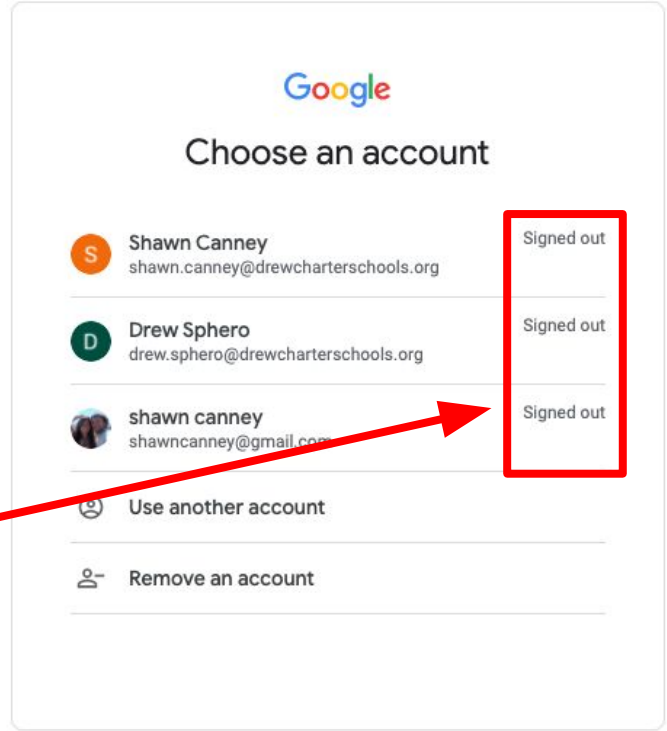
Student access and view

In order to utilize Google Classroom, students must use Google Chrome.

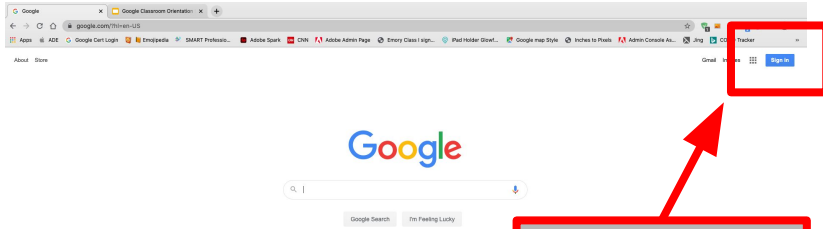


Make sure that the all accounts are signed out of Chrome as well.

-This is the number one issue for students. When students are unable to access a class or their account, it is usually due to being logged in to multiple accounts.



Sign in to Chrome Accounts



Click 'Sign in.'

The URL is 'www.google.com.'

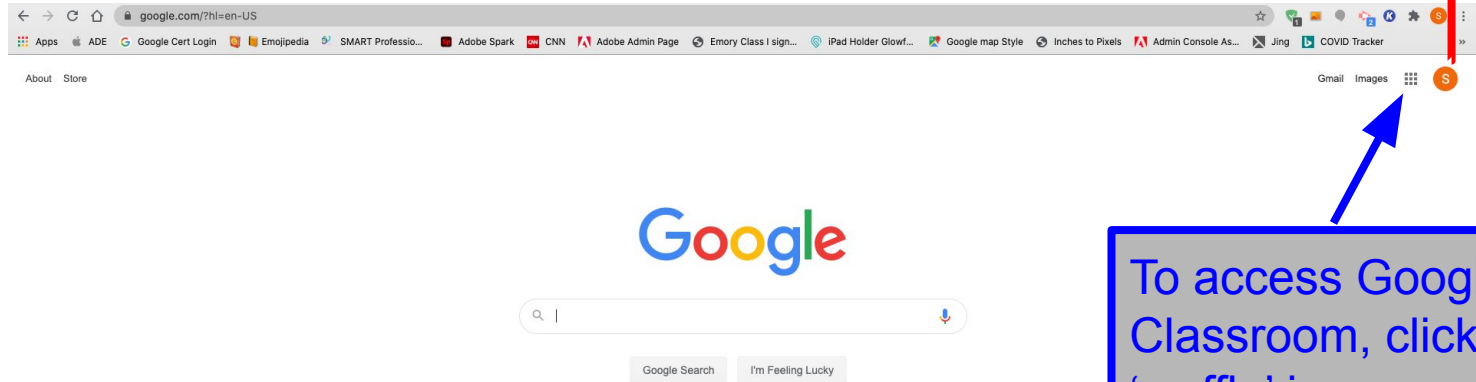
Initial student logins are their email addresses.

The password is a zero in front of their student numbers.

A screenshot of the Google sign-in page. At the top is the Google logo. Below it, the text 'Hi Shawn' is displayed. Underneath is a dropdown menu showing the email address 'shawn.canney@drewcharterschools.org'. Below the email is a password field with the placeholder text 'Enter your password' and a masked password '*****'. To the right of the password field is an eye icon. At the bottom left is a link for 'Forgot password?'. At the bottom right is a blue 'Next' button.

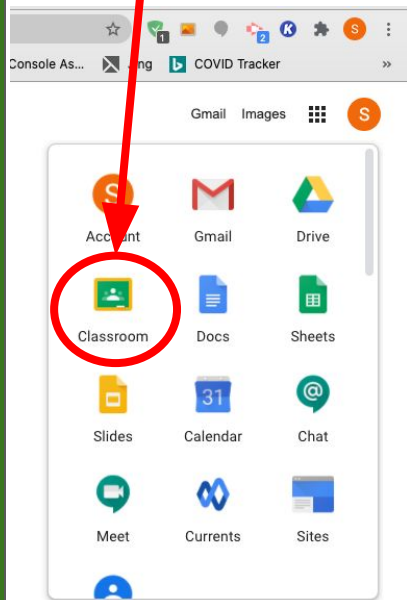
Student access and view

The icon will change to the student's Drew avatar.

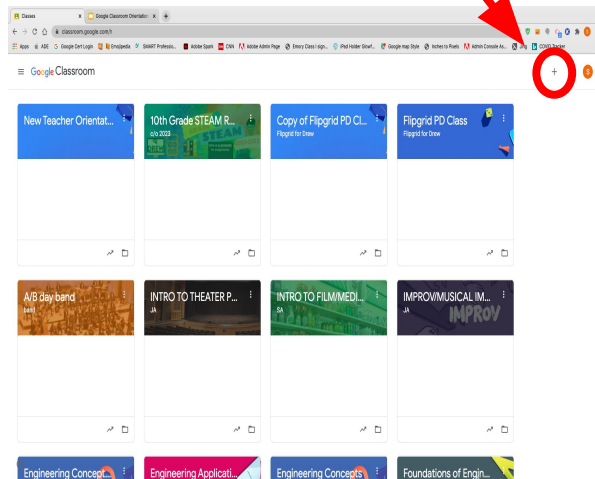


To access Google Classroom, click on the 'waffle' icon.

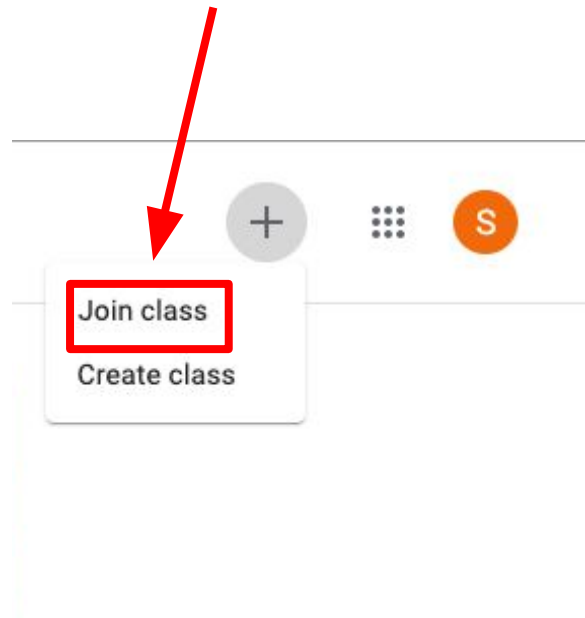
**1. From the waffle,
choose 'Classroom.'**



2. Click the '+.'



3. Click 'Join class.'



- Students will receive their individual Gmail credentials via parent e-mail addresses provided for enrollment during the week of July 27th.
- To get started, please have your child sign into Google Classroom at www.classroom.google.com. From there, your child should see an invitation to join the class. If not, please click the + sign at the top right corner and enter the code below. This code will allow them to join the class.

Google Classroom Code:

Join class

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

Class code

Cancel Join

Student View of Google Classroom

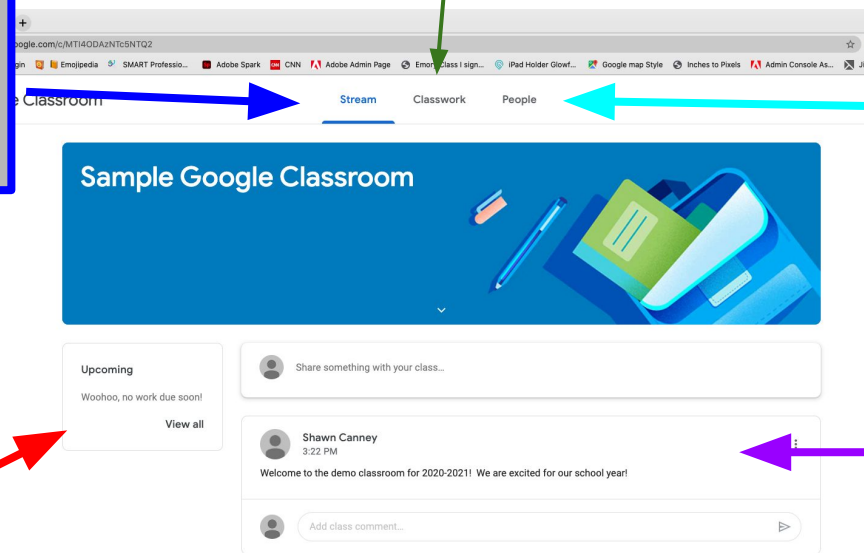
Stream-
announcements and
possible assignments

Classwork- assignments
and notes

People- a way for
your student to
email their
instructors

Upcoming
assignment due
dates

Class
announcements
and possible
assignments



Student View of Google Classroom

≡ New Teacher Orientation 2020-2021 **Stream** Classwork People



New Teacher Orientation 2020-2021

**Student view of
an assignment**

**Teachers have been
asked to place their
Zoom links in either
the Stream or
Classwork.**

Upcoming

Woohoo, no work due soon!

[View all](#)



Share something with your class...



Shawn Canney posted a new assignment: Sample Quiz
Jun 25



Shawn Canney posted a new assignment: 3 Adobe Spark Post
Jun 24



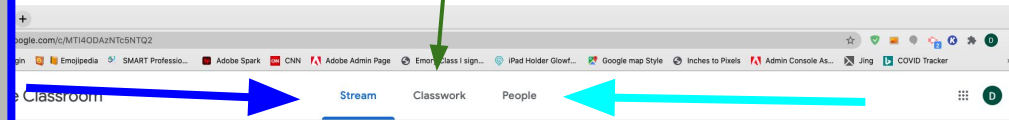
[Copy link](#)



Student View of Google Classroom

Stream-
announcements and
possible assignments

Classwork- assignments
and notes



Sample Google Classroom

Upcoming

Woohoo, no work due soon!

[View all](#)



Share something with your class...



Shawn Canney
3:22 PM

Welcome to the demo classroom for 2020-2021! We are excited for our school year!



Add class comment...



**Teachers have
been asked to
place links to
daily recorded
lessons in either
the Stream or
Classwork.**

Student View of Google Classroom

☰ New Teacher Orientation 2020-2021

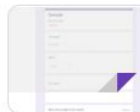


Sample Quiz

Shawn Canney • Jun 25

100 points

Complete the quiz



Sample
Google Forms

Class comments



Add class comment...

After clicking on assignment, a student completes a task and then clicks 'Mark as done' They can also comment about the assignment itself.

Your work

Assigned

+ Add or create

Mark as done

Private comments



Add private comment...



Teacher View of Google Classroom

Stream-
announcements and
possible assignments

Classwork- assignments
and notes

People- a way for
your student to
email their
instructors

Google Classroom

Stream

Classwork

People

Grades

Sample Google Classroom

Class code: xaeq3m

Meet link: Generate Meet link

'Grades' is one major difference

Upcoming
assignment due
dates

Upcoming

No work due soon

View all

Share something with your class...

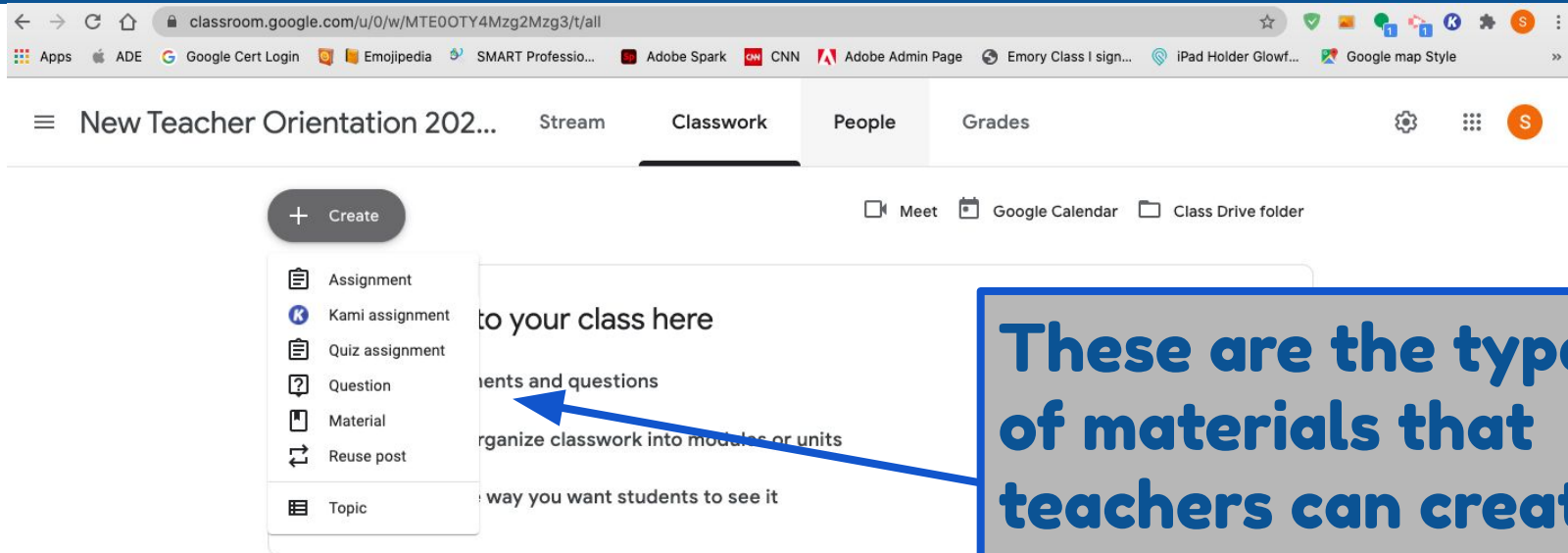
Shawn Canney
3:22 PM

Welcome to the demo classroom for 2020-2021! We are excited for our school year!

Add class comment...

Class
announcements
and possible
assignments

Teacher View of Google Classroom



Teacher View of Google Classroom

The screenshot displays the Google Classroom interface from a teacher's perspective. At the top, the browser address bar shows the URL `classroom.google.com/u/0/w/MTE0OTY4Mzg2Mzg3/t/all`. The page title is "Assignment". On the right side, there are buttons for "Saved", "Assign", and a dropdown menu.

The main content area shows an assignment titled "Meme". Below the title, there is a section for "Instructions (optional)" with the text: "Use Adobe Spark to create a meme that identifies you to the group." Below the instructions, there is a section for adding materials, with buttons for "Add" and "+ Create". A callout box with a blue border and text points to the "Add" button, stating: "Teachers can assemble a wide variety of materials as well: video, documents, PDFs, etc." The callout box also lists the options available in the "Add" dropdown: "Google Drive", "Link", "File", and "YouTube".

On the right side of the assignment, there are settings for "For" (New Teacher ...), "All students", "Points" (100), "Due" (No due date), "Topic" (No topic), "Rubric" (+ Rubric), and "Originality reports" (Learn more).

Teacher View of Google Classroom

**This is the
teacher view
of returned
assignments.**

The screenshot shows the Google Classroom interface for a teacher viewing returned assignments. The top navigation bar is blue with a back arrow, a 'RETURN' button, an email icon, and a score dropdown set to '18 points'. A red arrow points from a text box to the email icon, stating: 'You return work via email when it is graded.' Another red arrow points from a text box to the '18 points' dropdown, stating: 'By clicking on the dropdown arrow, you can change scores anywhere from 0-100.' Below the navigation bar, there's a section for 'All students' with a 'Sort by last name' dropdown. A large orange rectangle obscures the student list. To the right, the assignment title 'Lord Chesterfield Questions' is shown with two score columns: '26 DONE' and '25 NOT DONE'. A red arrow points from a text box to the '25 NOT DONE' column, stating: 'You can quickly determine who has and who has not completed the assignment.' Below the score columns is a grid of student assignment cards. Each card shows a student's profile picture, a score bar, and a status label (e.g., 'Missing', 'Done late', 'Done'). The URL at the bottom is: <https://classroom.google.com/c/M7AS0T1M5M1M2DBa/a/MT0MD000k30Dv/submissions/flat/and-sort-last-name/student/OTYyMDU0MDkyNjpa>

Teacher Tools

On the 'People' tab, teachers have the option to email all parents as well as students.

The screenshot shows the 'People' tab in the Infinite Campus Teacher Tools interface. At the top, there are navigation tabs: 'Stream', 'Classwork', 'People' (which is selected and underlined), and 'Grades'. To the right of these tabs are three icons: a gear, a grid, and a red circle with a white 'S'. Below the tabs, the 'Teachers' section is visible, showing a list of teachers. A red line connects the 'Email all guardians' link in the 'Teachers' section to the 'Email all guardians' link in the 'Students' section. The 'Students' section shows a list of students with checkboxes and links to 'Invite guardians'.

Teachers	
	Shawn Canney

Students	
<input type="checkbox"/>	Actions
<input type="checkbox"/>	Email all guardians
<input type="checkbox"/>	Stacey Bradley
<input type="checkbox"/>	Alyson Britt
<input type="checkbox"/>	Courtney Bryant
<input type="checkbox"/>	Twana Cannon
<input type="checkbox"/>	Zoe Cannon
<input type="checkbox"/>	Selecia Clayton

The email goes to the address that is in Infinite Campus. You provided this address at registration.

Parent Perspective

Parents receive weekly updates via the 'Guardian Summaries' that are sent directly to the email address that you supplied during registration.

These summaries list assignments and tasks that were created by the teacher for the week.



Additional 21st Century Skills List

Grade	Description of Skills
Pre-K	Introduction to basic touchscreen technology. Tablets are utilized in our Pre-K classes.
Kindergarten	<ol style="list-style-type: none">1. Demonstrate good citizenship.2. Move a mouse and understand the difference between right click and left click.
1st Graders	<ol style="list-style-type: none">1. Identify the basic components of a computer (screen, mouse, etc.)2. Use color palette/color wheel to change tool color.3. Use the text tool to add text features to artwork.
2nd Graders	Use basic drawing tools including pencil, paint brush, shape, line, undo, redo, and eraser.
3rd Graders	<ol style="list-style-type: none">1. Use a word processing application to write, edit, print, and save assignments.2. Highlight, copy, and paste text within a document or from an outside source.3. Use a digital camera, video camera or a camera on a hand-held device to take pictures and videos.

Minimum Tech Specs for Personal Computers

- Chromebook or PC with Celeron or better processor
- 4 GB Memory or more
- 60GB or better HDD
- Ability to download and run Chrome browser
- Compatible microphone, camera, and speaker
- Able to run Zoom or Google Meets



Who do I contact with an issue?

The teacher is the first line of contact. Please contact the instructor with any issues or concerns that may arise.

tech.support@drewcharterschool.org- handles hardware concerns, licensing, and extensions.

shawn.canney@drewcharterschool.org- works with software integration

Again, this presentation will be mailed out to the email address you used to sign up for this event.

Please enter any questions or concerns you have in the chat or feel free to unmute yourself at this time.