

A Student Guide to Google Classroom and Google education.



Please read the following carefully and following the instructions step by step.

- Change your **school network password**. Do this using CTRL+ALT+DEL on a school machine or your school laptop. You can also do this from home through Home Access. This password will be the one you will use for Google too so make it memorable.
- Log on to Google (best done in Google Chrome):

In School	At Home
<ul style="list-style-type: none"> <input type="checkbox"/> Go to the intranet page and Click on the Google Apps logo. 	<ul style="list-style-type: none"> <input type="checkbox"/> Go to google.co.uk (check your machine is not signed in as someone else or your personal account and sign out if necessary). <input type="checkbox"/> Alternatively, you can access Classroom and Drive from the Portal on the school website.
<ul style="list-style-type: none"> <input type="checkbox"/> Your email address is <i>p16jbloggs@beaumont.school</i> <input type="checkbox"/> Your password is now the same as your network password 	
<p><i>If you get a 'site restricted' message, don't worry. Google just wants to show you a great video, but the network sometimes blocks YouTube. Just go to classroom.google.com and all should be well.</i></p>	<p><i>If you have previously signed into Google Apps on other devices, you will need to change your password on these devices.</i></p>

Congratulations! You have now logged onto Google and have access to below (hyperlinked):

[Google Classroom](#) Make sure you sign in and select 'student' (classroom.google.com) You will be invited to a number of classrooms by your teachers and should accept the invitation and join. Your class teachers will show you around your classroom and set assignments etc. **Please be aware that anything posted on your classrooms will be viewed by your teachers, and that you should keep any discussions and questions relevant to the topic of the classroom.**

[Google Classroom App](#) (this hyperlink is for the iOS app) - this is available on iOS and android. It's free and you will receive notifications when your teacher sets assignments or returns your work with comments.

[Google Drive](#) you have UNLIMITED online storage with your school account. Get organising. [Google Docs](#) instead of opening a word document, why not start a Google Doc? You can access this from any machine with your Google log on and organise it in your Google Drive as you would on a memory pen or individual machine. Get involved.

[Google Slides](#) this is Google's answer to powerpoint. Get involved.