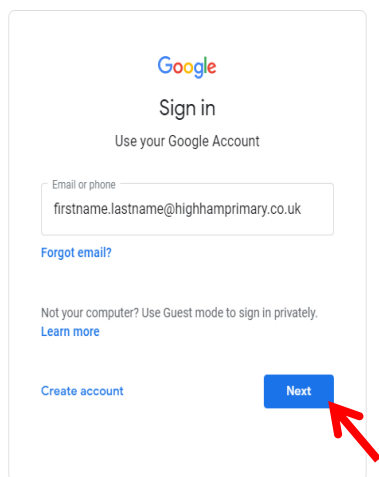


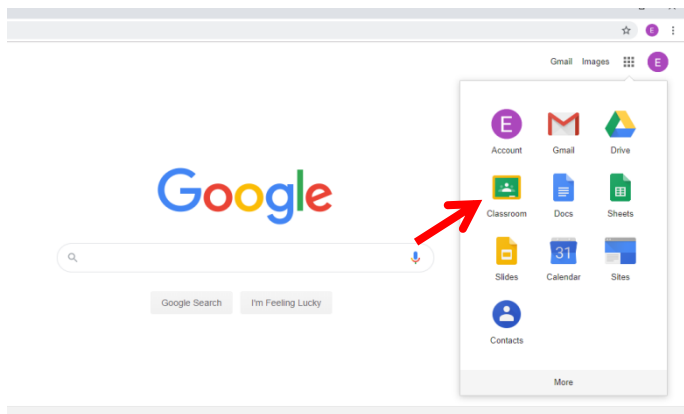
Start by clicking on Google. In the top right-hand corner there will be a sign in button. If you are already signed in on your own account, you will need to log out.



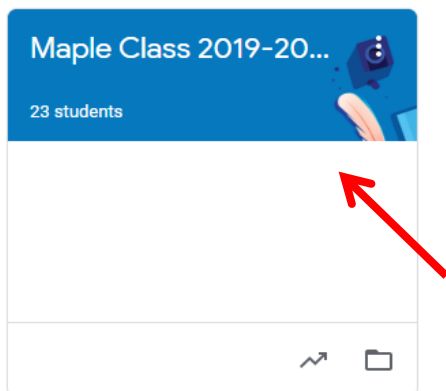
Each child has their own email for google:

firstname.surname@highhamprimary.co.uk

Their password is the one they use to get onto the Chromebook. Each child's password consists of capital letters, lowercase letters and numbers. You will find your child's password in the back of their planner.



Once your child is signed in, click on classroom. If it does not appear when you click on the 9 small squares, simply type it into the search bar and it will come up.



Your child should be a member of their classes Google Classroom.

This image is an example of what you will see.

Kayleigh Bingham posted a new assignment: Y4 1. Make chocolate
9 Sep
1 class comment

Kayleigh Bingham posted a new assignment: Y4 2. Create a display for show and tell
9 Sep
4 class comments

Kayleigh Bingham posted a new assignment: Y4 3. Write and perform a poem
9 Sep
2 class comments

Kayleigh Bingham posted a new assignment: Y4 4. Perform in a play
9 Sep

Click on the assignment you wish to upload. These will appear both on the stream and in the classwork tab.

Y4 1. Make chocolate

Kayleigh Bingham 9 Sep

Class comments

Your work Assigned

+ Add or create

Mark as Done

On the right-hand side, you can add your work. You can add a photo, video, or document.

Your work Assigned

+ Add or create

Hand in

Finally, once you have uploaded everything you want to- related to the assignment you have chosen. Click the 'hand in' button and you are done.

Once the work is handed in, a member of staff will be able to view and mark the work. Most of the time, they will respond with a private comment, you will be able to see these when you go back on the assignment.

You can also add private comments on the assignments, however, if you do this please add a class comment so that a member of staff knows where to look. This can just be a simple comment, i.e. "Private comment on today's English assignment."