Student Quick Guide to Google Classroom

Login to Student Portal
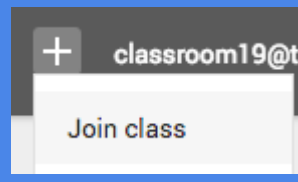Go to https://student.det.nsw.edu.au/ and login, from there you can access your Google Suite.

Join a Class
In the upper right click on the plus button to join a class. Enter the class code.

classroom19@t.
Join class

Google Drive
Google Classroom connects with your Google Drive account. A Classroom folder has been created for you in drive.google.com
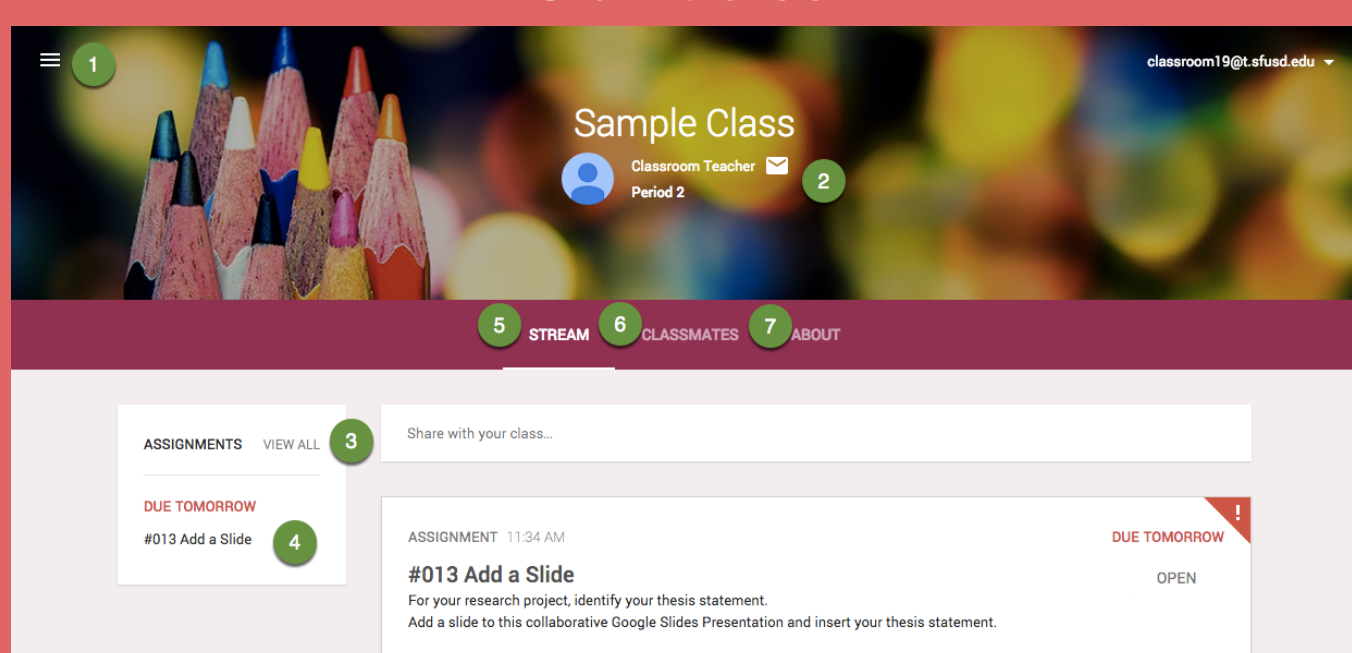
Sample Class
Period 2
Classroom Teacher

UPCOMING ASSIGNMENTS
#013 Add a Slide

Class Tiles
1. Click class title to enter class
2. Click the "3 dots" to Unenroll from class
3. Link to upcoming assignments right on the class tile.
4. Link to your class folder in your Google Drive

Class Screen

Sample Class
Classroom Teacher
Period 2

STREAM   CLASSMATES   ABOUT

ASSIGNMENTS   VIEW ALL
Share with your class...

DUE TOMORROW
#013 Add a Slide

ASSIGNMENT   11:34 AM
#013 Add a Slide
For your research project, identify your thesis statement.
Add a slide to this collaborative Google Slides Presentation and insert your thesis statement.
DUE TOMORROW
OPEN

1. Click the 3 lines (upper left) to go back to the class tiles screen.
2. Click on the envelope icon to email your teacher.
3. View a list of all assignments.
4. Click "Upcoming Assignments" to view details and submit.
5. View the list of announcements, assignments and class comments in the stream.
6. View a list of your classmates.
7. The about tab contains information about the class. Possibly links to syllabus, office hours, or a welcome video.
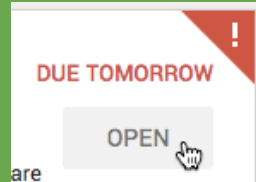
View Assignment Details
From the stream or by clicking on the assignment title you can view assignment directions.

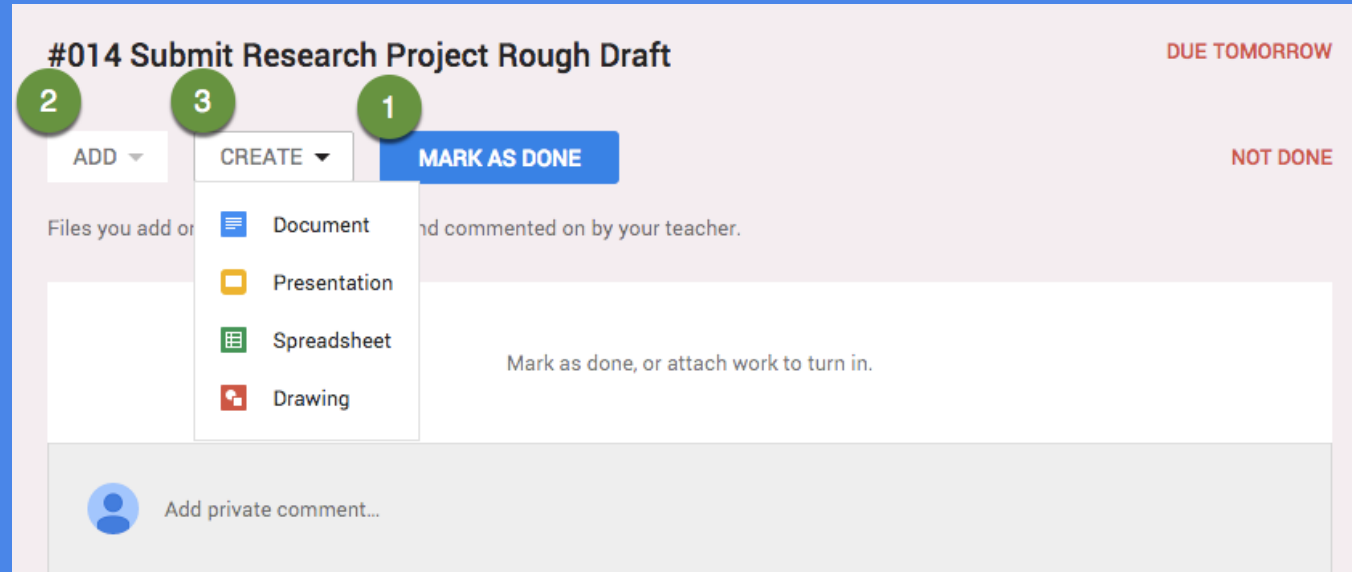ASSIGNMENT DETAILS   MY ASSIGNMENT

Open Templates
From the stream always click on "OPEN" in an assignment to view templates the teacher has attached.

DUE TOMORROW   !
OPEN

Comments Posted to the Stream are Viewable to Everyone in the Class

Comments Posted to the ASSIGNMENT are Viewable Only by the Teacher

Assignment Submission Screen

#014 Submit Research Project Rough Draft
DUE TOMORROW

ADD   CREATE   MARK AS DONE
NOT DONE

Files you add or ... and commented on by your teacher.

- Document
- Presentation
- Spreadsheet
- Drawing

Mark as done, or attach work to turn in.

Add private comment...

1. If the teacher has not attached a template document for you to complete you can simply "Mark as done" by using the blue button if no document submission is needed.
2. Submit a collection of Google documents from your Google Drive, video files, links to websites, Office documents or other files. There is not a limit to the number of attachments you can submit for one assignment.
3. Create Google documents right from Google Classroom. The file will automatically be shared with the teacher and placed in your Classroom folder in Google Drive.

Turn In Files

#015 Research Paper Edits
DUE TOMORROW

ADD   CREATE   TURN IN
NOT DONE

Files you add or create can be viewed and commented on by your teacher.

Research Project Template - Classroom User 19
Google Docs

Add private comment...
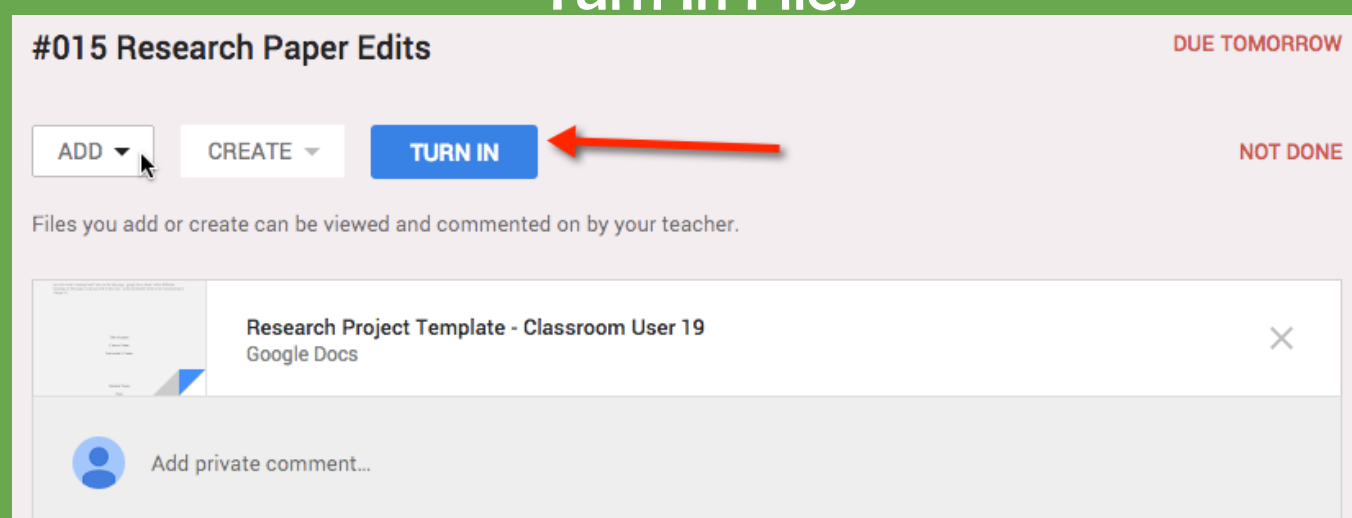
If the assignment has files to submit the "Mark as done" button is shown as a "Turn in" button. Additional files can be added or created right in Google Classroom to submit.

Sharing
Turning in files switches ownership of the document to the teacher and prevents student editing.

My Assignment
Click on "My Assignment" at the top of the assignment details to view the submission screen.

Unsubmit
After turning in an assignment an unsubmit button appears. Use this to gain back editing rights.

ASSIGNMENT DETAILS   MY ASSIGNMENT