

The Parents' Guide to Google Classroom

What is Google Classroom?

Think of Google Classroom (GC)
as your child's digital link to learning.

Teachers use GC to share assignments,
homework, newsletters, and much more
with students AND parents!



Getting Started



Your child was provided with a secure login and password that is unique to them.
(student number@tkcoll.school.nz)

Check with his/her teacher to obtain this private information OR ask them to add you as a parent via email!

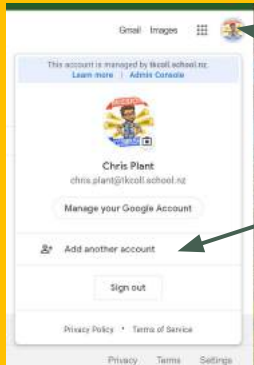
Getting Started



1

Open the [Google Chrome](#) browser icon.

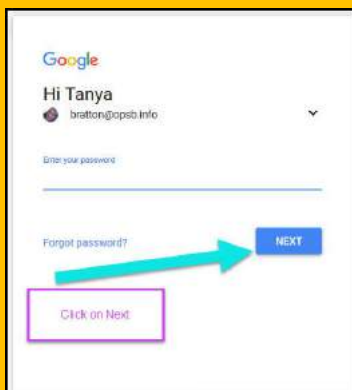
Getting Started



2

Click on **SIGN IN** in the upper right hand corner of the browser window. Or if someone is already signed in click on the small circle and then click on add another account.

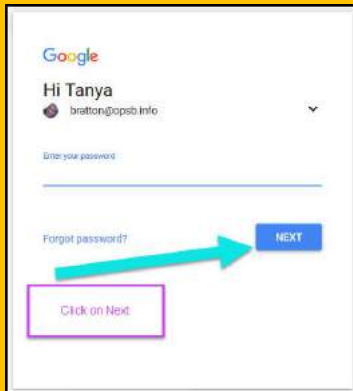
Getting Started



3

Type in your child's **school Email address** e.g.(123456@tkcoll.school.nz) & click "**next.**"

Getting Started



4

Type in your
PASSWORD
& click "next."

OR

If for some reason that does not work, you can Google search "Google Classroom" and then sign in when asked using the past steps

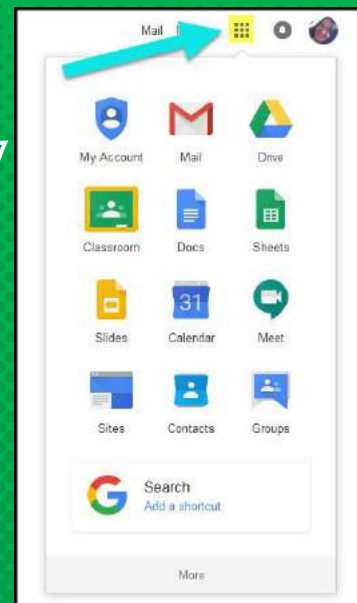
Mail Images

Google Account email:
studentid@tkcoll.school.nz

NOW YOU'LL SEE
that you are signed in to
your Google Apps for
Education account!

GOOGLE SUITE

Click on the 9 squares
(Waffle/Rubik's Cube) icon in the
top right hand corner to see
the Google Suite of Products!



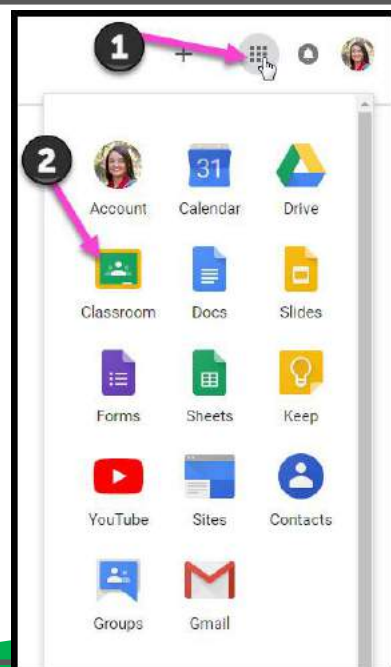
GOOGLE ICONS TO RECOGNIZE:



Navigating Classroom

1

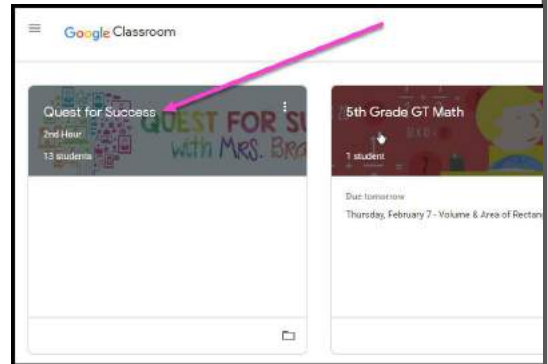
Click on the waffle button and then the [Google Classroom](#) icon.



Navigating Classroom

2

Click on the class you wish to view.



Navigating Classroom





= High Interest for Parents

3

Page tools
(Left side)

A screenshot of the Google Classroom interface for a "3rd hour Science" class. The interface includes a top navigation bar with icons for "Stream", "Classwork", and "People". Below the navigation bar, there is a header for the class and a main content area with an "Upcoming" section. A legend at the bottom explains the numbered callouts: 1. Menu of Classes, 2. Current Class, 3. Announcements Page, 4. Assignments (with a star icon), 5. Teacher(s) & Classmates, 6. Waffle Button (App Directory), 7. Your account, 8. Upcoming Assignments (with a star icon), 9. Updates from your teacher.

1 Menu of Classes
2 Current Class
3 Announcements Page
4 Assignments 
5 Teacher(s) & Classmates
6 Waffle Button (App Directory)
7 Your account
8 Upcoming Assignments 
9 Updates from your teacher

Navigating Classroom

4

Assignment details

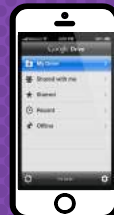
1 Classroom Tab
2 See your Grades
3 See Due Dates
4 View your files
5 Topics available
6 Topic Headings
7 Assignment Title
8 Assignment Due Date
9 Assignment Status
10 Attached files/links
11 Click to view assignment

ACCESS

ANYWHERE



ANDROID



IPHONE



TABLET



DESKTOP



GOOGLE APPS

allow you to edit Google assignments from any device that is connected to the internet!



Download on the
App Store



GET IT ON
Google Play

Emails



Please note that we do not use Gmail for student emails. Student will need to access Office 365 and then use Outlook.

Emails



1 Click on the [Google Chrome](#) browser icon.

Emails



2 Search [Office 365 login](#) into your web address bar.

Emails

Welcome to Office

Your place to create, communicate, collaborate, and get great work done.

Sign in

Get Office

Sign up for the free version of Office >

3

Click on **SIGN IN**.

Emails

Microsoft

Sign in

#####@tkcoll.school.nz

No account? [Create one!](#)

[Can't access your account?](#)

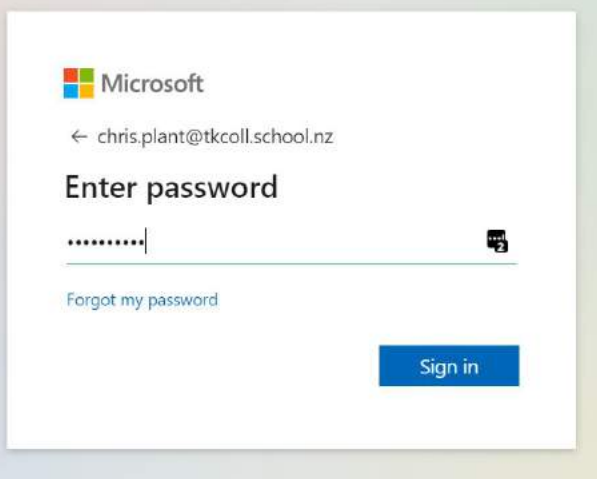
Back

Next

4

Type in your child's **school Email address**
e.g. (123456@tkcoll.school.nz) & click "**next.**"

Emails



5

Type in your **PASSWORD** & click "Sign in." A box will ask if you want to stay signed in. Personal choice



Select Outlook for student emails