

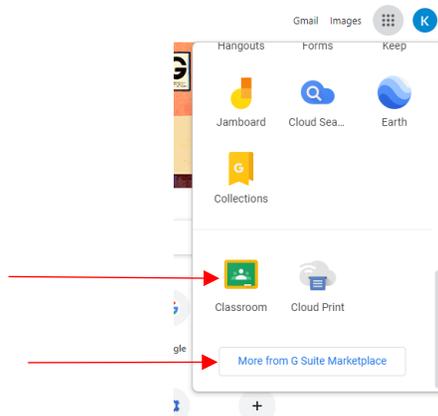
Journey Connect

Getting Started with Google Classroom

Log in to the Google Account you are going to be using for classes. In the upper right hand corner, click on the waffle icon:



Scroll down until you see the Classroom App (If it is not there, you can look for it in the Google Apps marketplace)

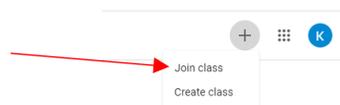


The first time you use the application, you will be prompted to verify the google account you are using, and whether you are a student or a teacher. Select Student.

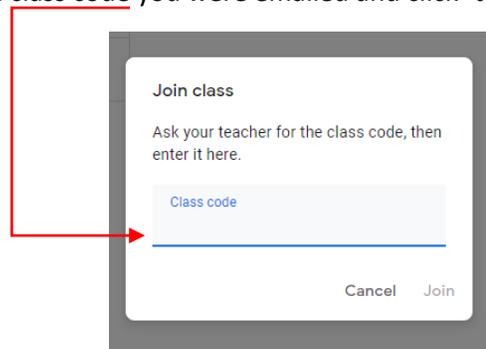
When you enter Classroom, this will be the top of your browser. Click the plus sign.



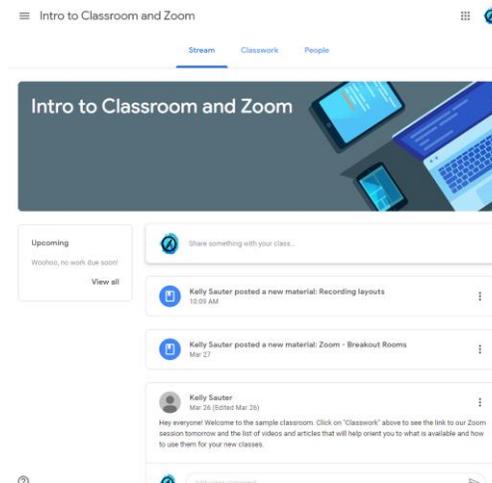
Select "Join class"



When prompted, enter the class code you were emailed and click “Join”.



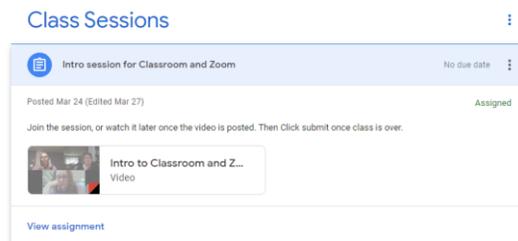
This will take you to your Classroom. It will look something like this:



Each teacher will set up their class a little different, but the bulk of the material will be found in the Classwork section:



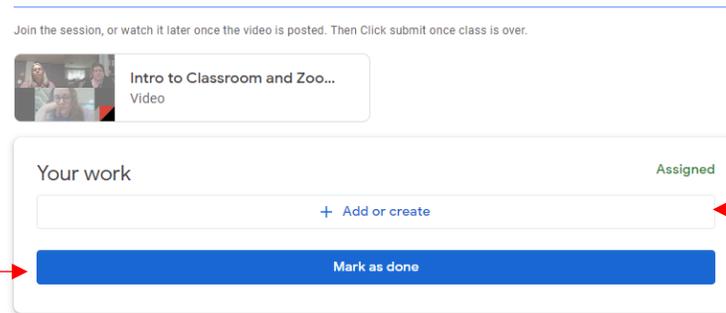
Here is where you will find the class sessions. Your teacher might title it differently, but this is where the links to each Zoom meeting should be listed, and then replaced by the video when the live session is over, like this:



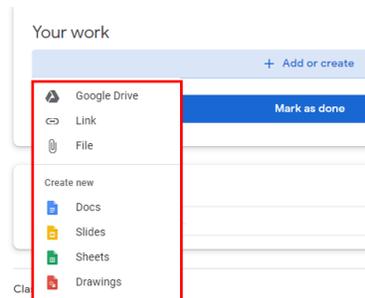
Click on “View Assignment.” Your student will click on the Zoom meeting link and join the meeting, or if it the class session is over, they can click on the video when it is posted. It will play from Google Drive, so you may need to download an extension to play it directly. Google Drive will prompt you for that if it needs it.

After your student completes the session (either live, or watching the video later), they will need to click “Mark as done”. This will be how we can keep track of attendance.

There may be times your student is asked to submit a video of themselves as homework. The teacher will either set that as a separate assignment or include it as part of the session. Either way, once you have the video ready to go, your student will need to click “Add or create”.



This will bring up a drop-down menu, where you can choose where you want to pull the file from.



This way whatever your student is sending, it goes directly to the teacher’s Google classroom.

And that is it! Feel free to look around and familiarize yourselves with the features of Classroom. Your student can email their teacher via Classroom. If you are having trouble getting connected, you can also email k.sauter@journeytheater.org and Kelly will try to help you troubleshoot.