

Bruce Grove Primary School

Parent Guide to Google Classroom



Username and Passwords

Each child has a unique username and password to log on. Their username is made up of

- The first 4 letters of last name
- Your name initial
- A series of numbers
- Followed by @brucegroveprimary.com

For example for a child in year three called Jane Smith, this would be smitj032@brucegroveprimary.com If you need help with this, please contact the school office.

Google Classroom

If accessing through a Desktop PC, Mac or laptop, this can be done by clicking on this link <https://classroom.google.com> or typing it into the search bar on your browser.

If you are using a Chromebook, you will need to download the Google Classroom app from the Web Store. Once done, ask your child to sign in using their school login as below. If you are unable to do this, it may be that you will need to login to the Chromebook using your child's username and password instead from the startup screen.

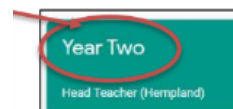
If you are using an iPad or other tablet or smartphone, please download the free Google Classroom app from the App Store, which looks like this.



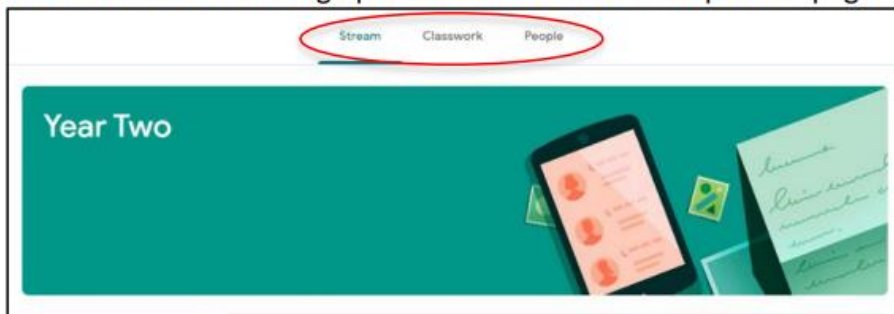
To sign in Your child should enter their username as detailed above. This needs to be the full username including the @brucegroveprimary.com part. Click next.

Now, enter their password and click 'Next'

Click on the title to enter the Classroom (the first time they log in they may need to click 'accept' to join the class).

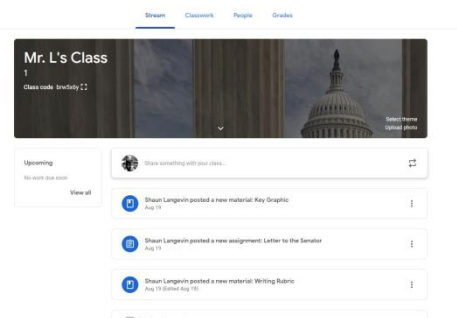


You will see the following options as tabs across the top of the page:



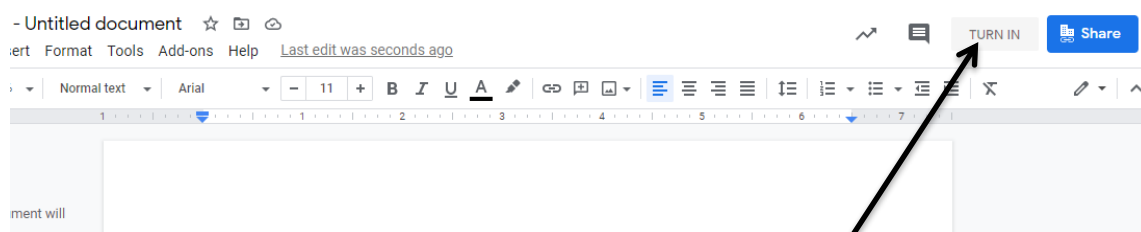
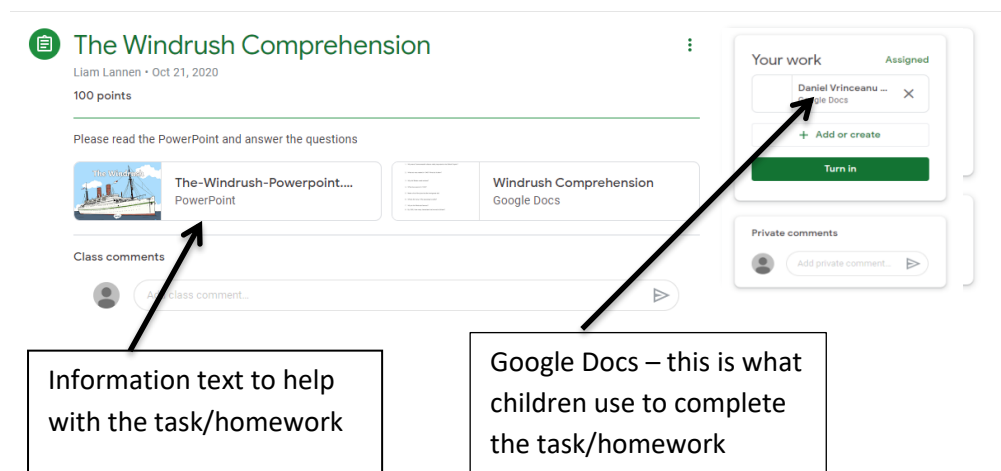
Stream

This is where your child will see posts from their teachers. Posts may contain links to websites, classwork set by your child's teacher or simple communications between all the members of the class. Posts are always monitored by your child's teacher, as are any accompanying comments made by individuals, so we ask that children only use this feature if they are asking a question about their work or responding sensibly to a post.



Classwork

This is where your child will access curriculum content set by the teacher. This is the best way of accessing the content set rather than having to worry about searching on the Stream. Any curriculum content added will be in the form of a Google Doc, Google Slide (If you are using a tablet, you may be required to download additional free apps) as this will allow the children to edit and hand in their work individually to the teacher.



When the children have finished the task they click the TURN IN button in the top left.

