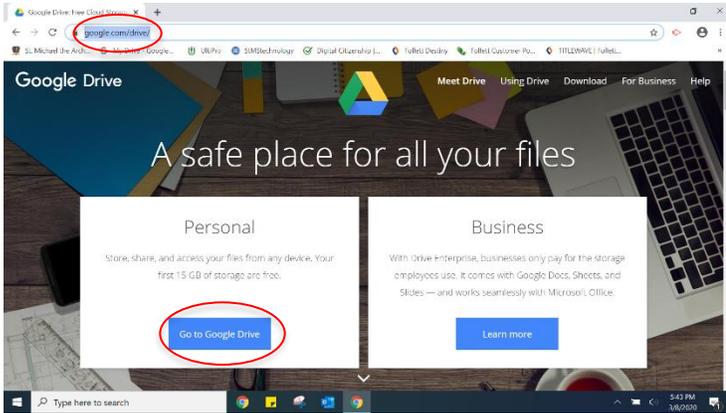
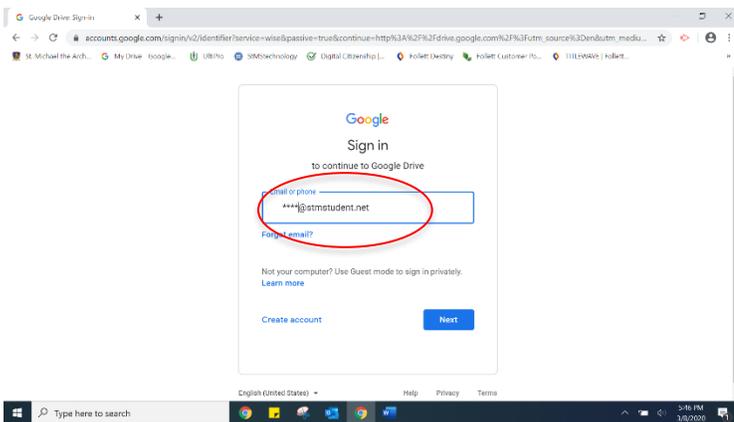


## StMS Introduction to Google Classroom for Students and Families

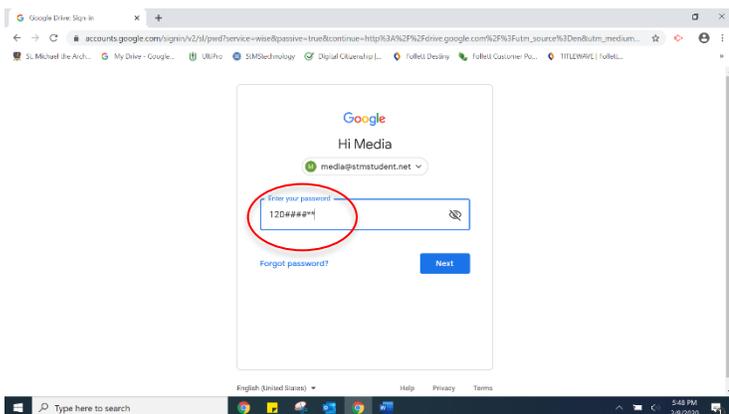


<https://www.google.com/drive/>

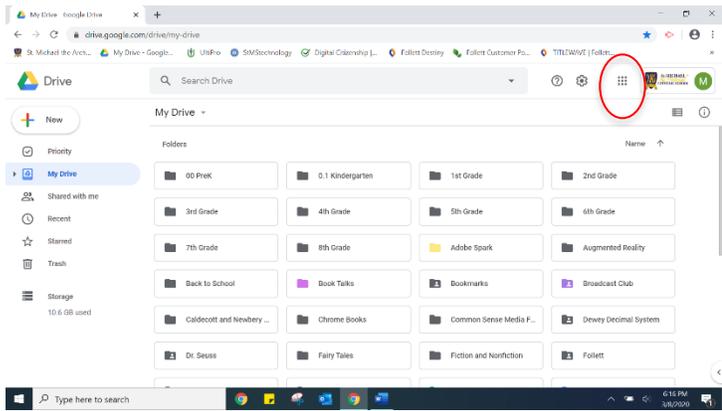


Student **log-in**: firstinitiallastname@stmstudent.net

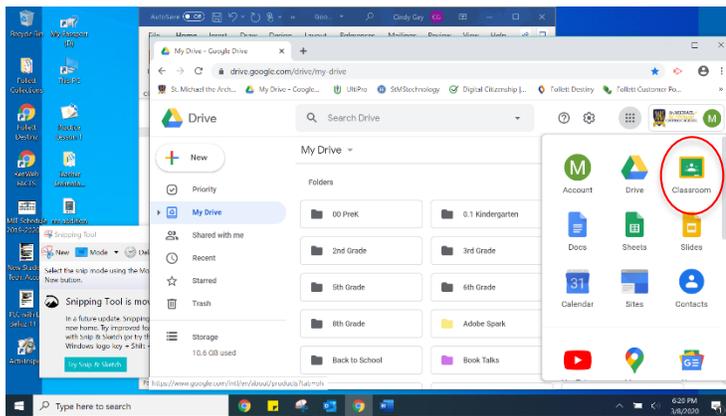
\*If siblings' names begin with the same first initial, your last name may be followed by a 2 or a 3.



All **account passwords** begin with 120 followed by a unique 4-digit number followed by initials.

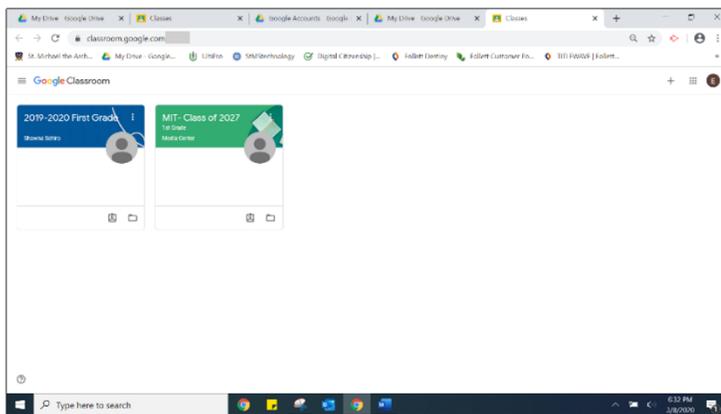


Click on the 'waffle' in the upper left corner of the screen, next to the StMS logo with your initial.

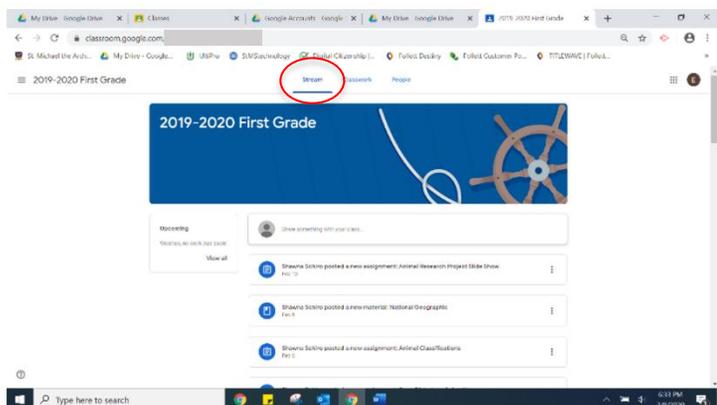


A drop-down box will appear.

Scroll down until you find the 'Classroom' icon.

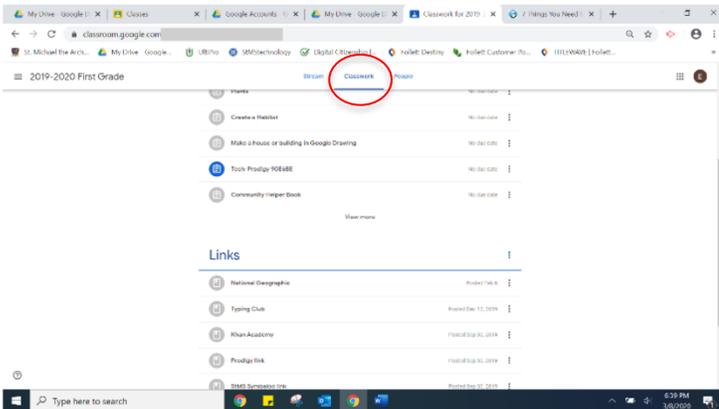


Students' enrolled classes will appear on this page.

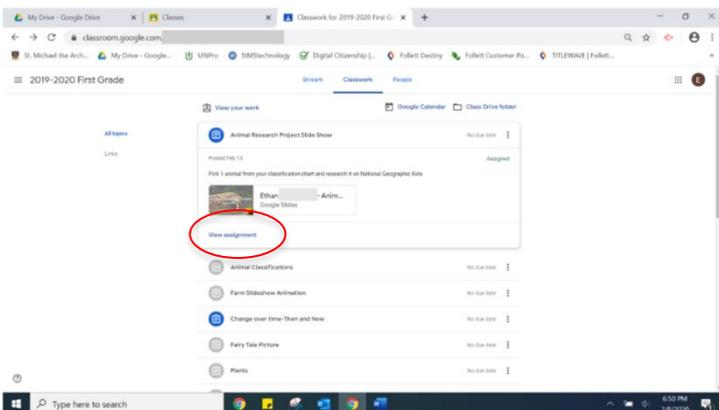


Click on a classroom to open up the folder. The default opens to 'Stream'.

Stream focuses on announcements and classroom discussions. Students can also see notifications for new assignments in the Stream.

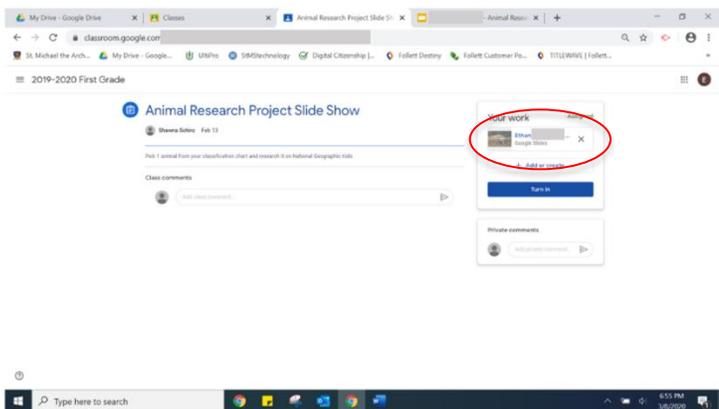


The 'Classwork' page provides students with a list of assignments.



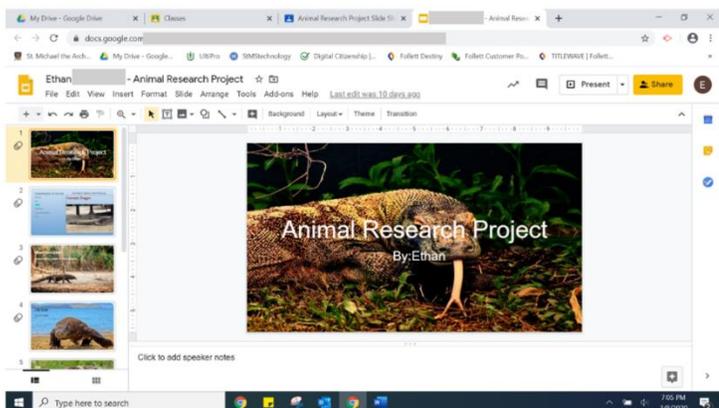
Select an assignment to open up the details.

Click on 'View Assignment' to open the assignment and read the instructions from the teacher.



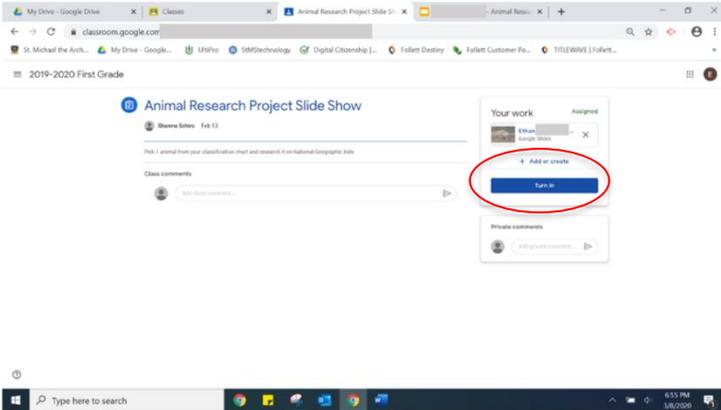
If the teacher includes a particular document or formatted product, it will appear within the assignment.

Click on each worksheet, document, or product included with the lesson.



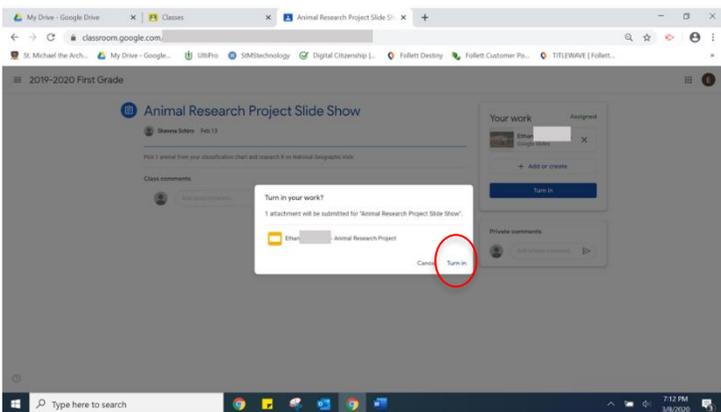
Opening up the worksheet, document, or product will grant a student access to edit or review the material provided.

The worksheet, document, or product will open in another tab.

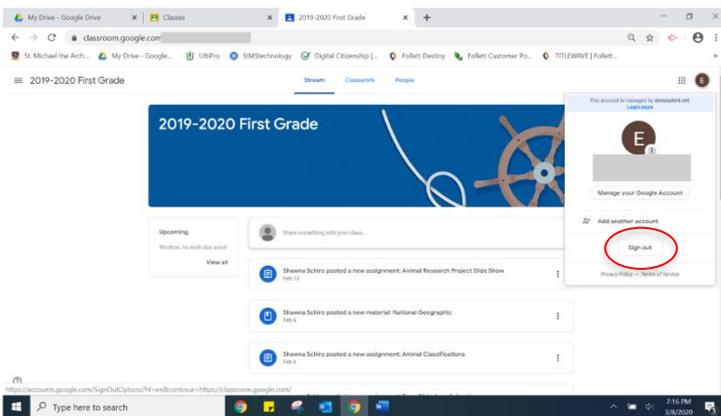


When the student completes the assignment, it is time to **turn the assignment back in** to the teacher for review.

Go back to the Classroom tab.



Verify that the assignment is complete and **turn it in** to the teacher.



\*Remember to **sign out** of the account when the work is complete.

For additional instruction, this link to a YouTube Video is informative:

<https://www.youtube.com/watch?v=xfgqtCi7hdo>