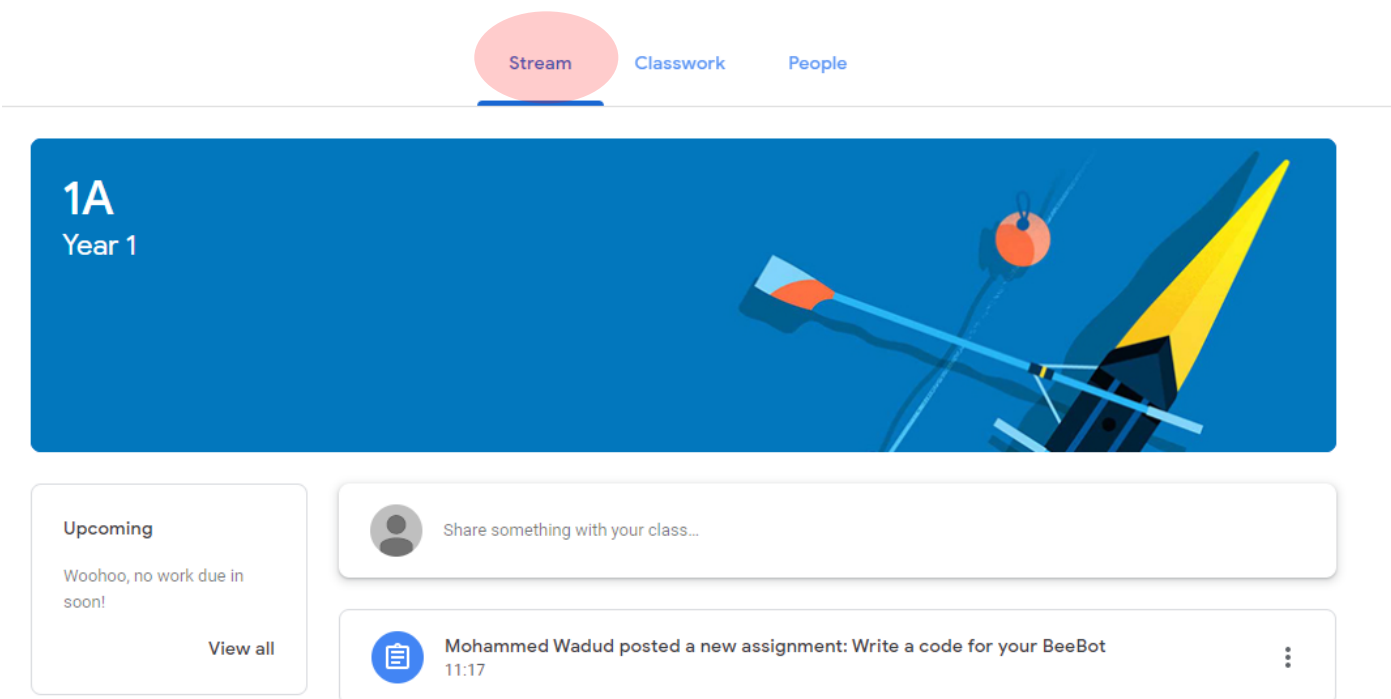
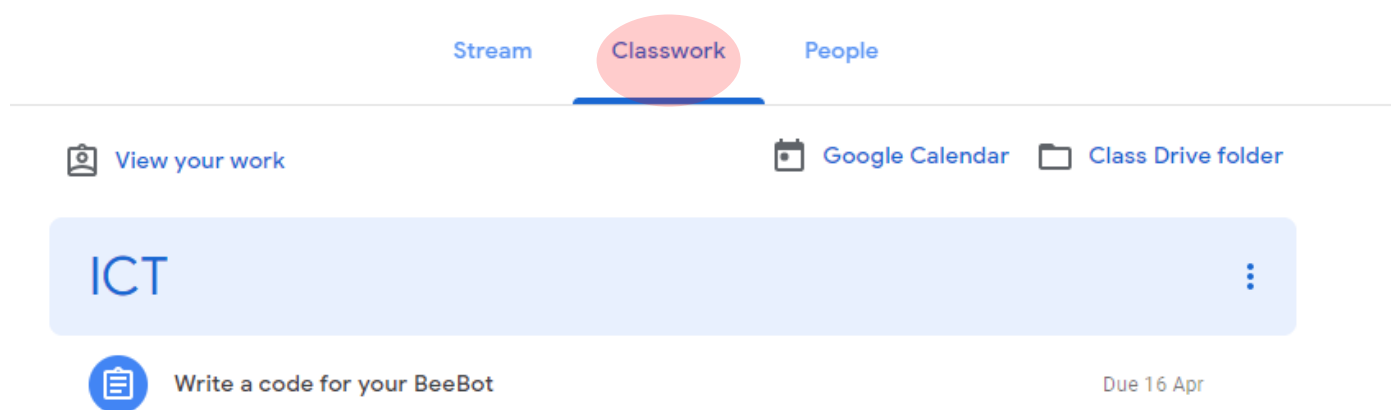


Student guide on how Google Classroom works

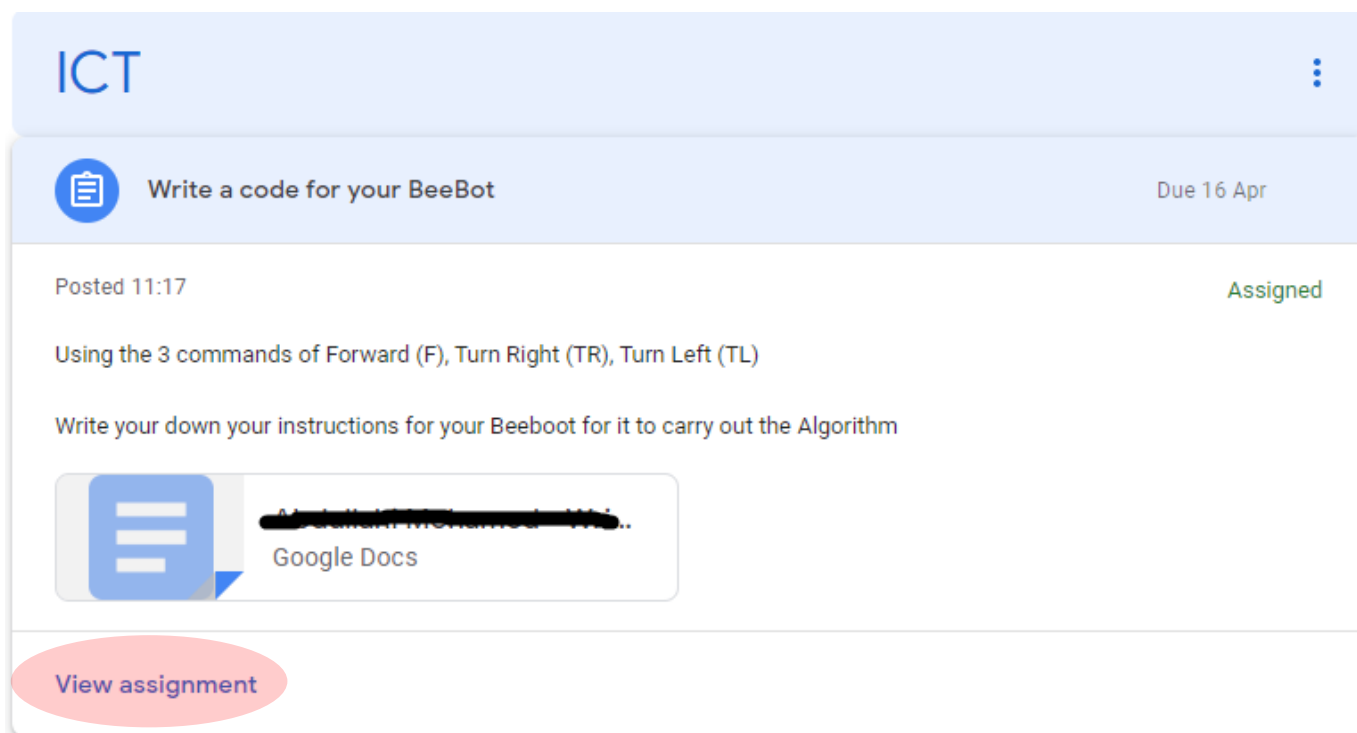
Step 1: This is your noticeboard page called **Stream**. Here you will see all updates, notifications of homework and anything else your Teacher posts



Step 2: All set homework will appear under **Classwork** tab. To view the homework simply click on it

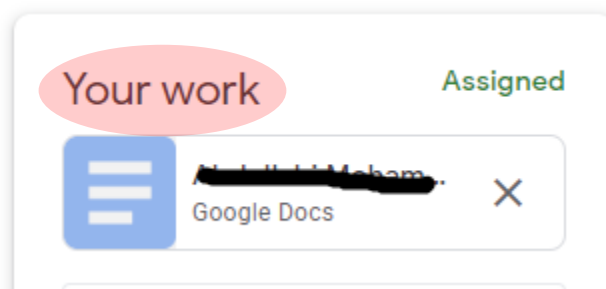


Step 3: when you click on a piece of homework you will see more details as shown below. From here you need to click on **View assignment**



The screenshot shows a homework assignment interface. At the top, there is a header bar with the text "ICT" on the left and a vertical ellipsis menu icon on the right. Below the header, a light blue bar contains a document icon, the title "Write a code for your BeeBot", and the due date "Due 16 Apr". The main content area has a timestamp "Posted 11:17" on the left and the status "Assigned" on the right. The assignment text reads: "Using the 3 commands of Forward (F), Turn Right (TR), Turn Left (TL)" and "Write your down your instructions for your Beeboot for it to carry out the Algorithm". Below the text is a Google Docs file icon and a file name that has been redacted with a black bar. At the bottom of the assignment card, there is a pink oval button labeled "View assignment".

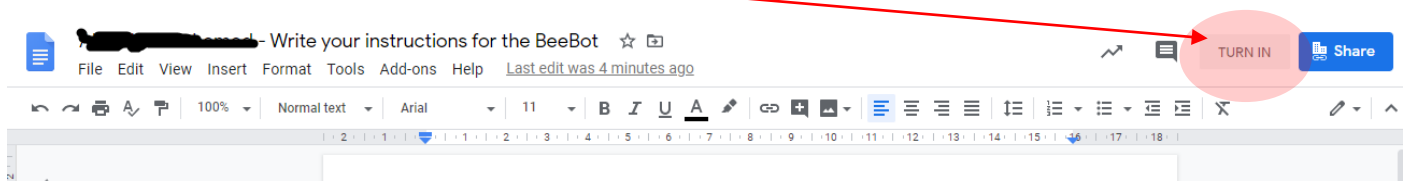
Step 4: you will find under **your work, there is a file added. You simply click on this file to do your homework**



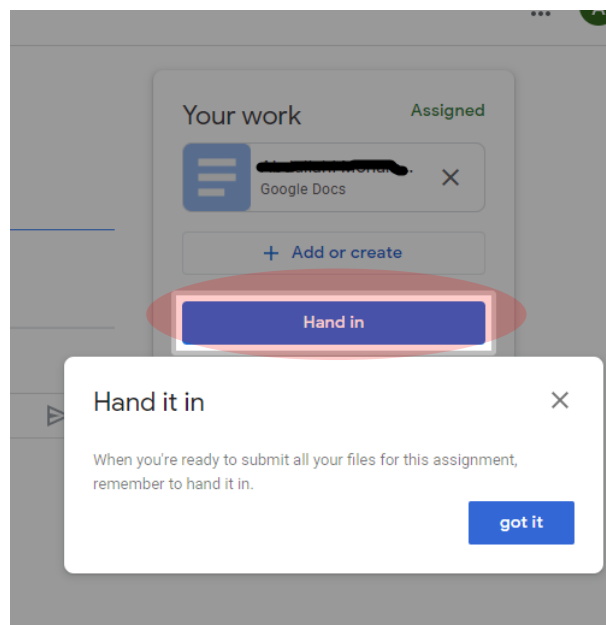
This screenshot shows a section titled "Your work" in a pink oval, with the status "Assigned" to its right. Below the title, there is a Google Docs file icon and a file name that has been redacted with a black bar. To the right of the file name is a close button (an 'X' icon).

Note: Google docs saves your changes automatically, therefore you do not need to save any work you do.

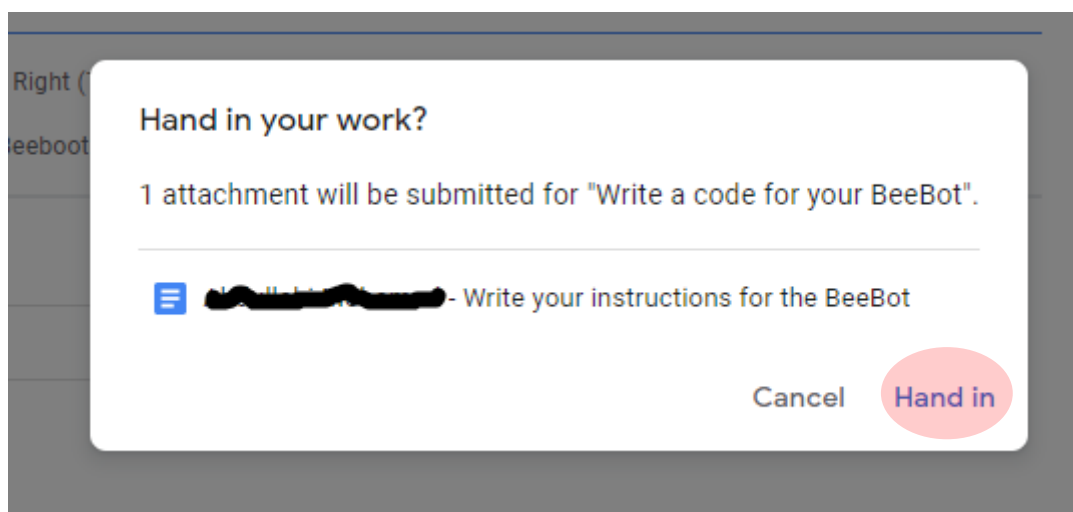
Step 5: Once you have finished your home, you need to hand it in. There are 2 ways of doing this. You can do it from your document page shown below by clicking on **TURN IN**



Step 5a: Or you can click on the **Hand in button which you can find underneath your work section as shown below**



Step 6: It will ask you to confirm that you are handing in your work. You need to click on **Hand in**



Step 7: You can also unsubmit the work if you handed it in but wanted to make some changes to your homework and so on.

You need to click on **Unsubmit**

