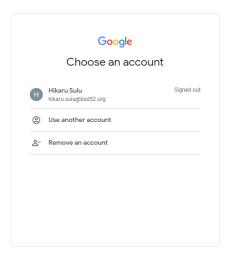
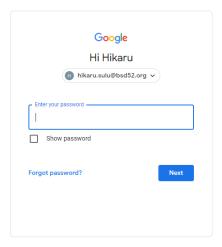
Google Classroom for Families

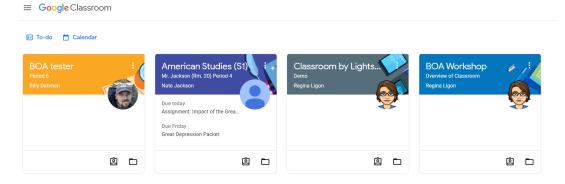
- 1. Go to https://classroom.google.com.
- 2. Your student should enter his/her/they's Bethel user name and click NEXT.



3. Your student should enter his/her/they's Bethel password (studentID#@Bsd) and click **NEXT**.



4. You will see all your student's Google Classrooms.

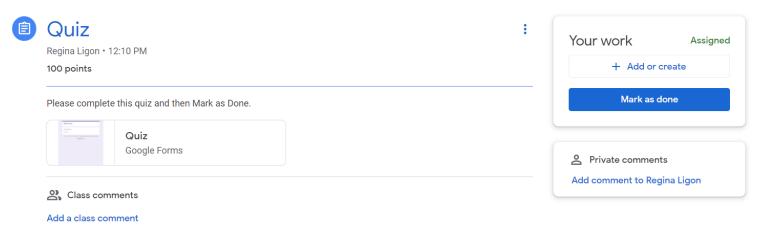


- 5. To enter a Classroom, click on it.
- 6. At the top of the page, you'll see 3 tabs Stream, Classwork and People.
- 7. The STREAM is Classroom's communication hub where teachers post announcements, messages, etc.
- 8. **CLASSWORK** is where your student will find all the work the teacher has assigned your student.
- 9. The **PEOPLE** tab shows all the students and teachers in this class.



How to complete a Google Forms assignment

- 1. Open the form and answer the questions. Click **SUBMIT**.
- 2. Go back to the assignment in Classroom and **MARK AS DONE** and confirm. This turns the assignment into the teacher.

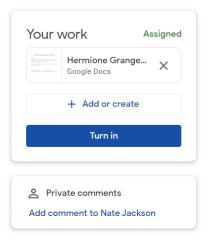


How to complete an assignment with an attachment

1. Click VIEW ASSIGNMENT to open and click on the attachment with your name on it.

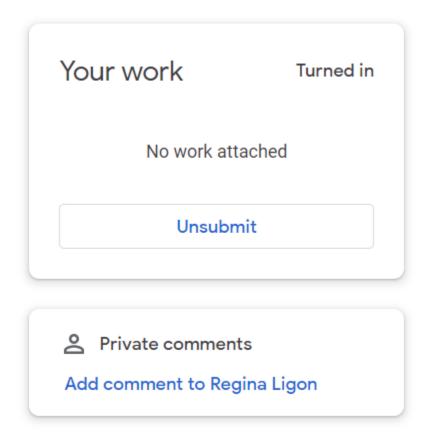


- 2. Complete the assignment.
- 3. Click TURN IN and confirm.



How to edit an assignment after turning it in or marking done:

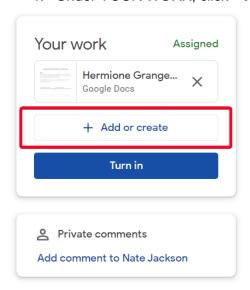
- 1. Click on the assignment you wish to edit.
- 2. Click **UNSUBMIT** and confirm.
- 3. Make any changes.
- 4. (Optional) Attach any new files or links.
- 5. Click TURN IN and confirm.



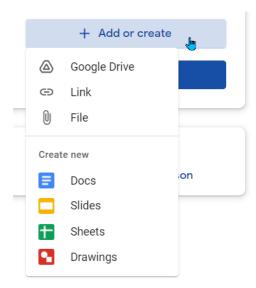
How to add or create items for your assignment:

If you want to add other documents, images or video to your assignment, here's what to do.

1. Under YOUR WORK, click + ADD OR CREATE.



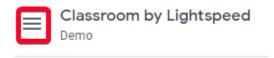
- 2. Select the attachment or enter the URL for a link and click **ADD**. (Note: You can't attach a file you don't own. It has to be in your Google Drive, not a Shared Drive.)
 - a. If you need to remove an attachment, click **REMOVE**.



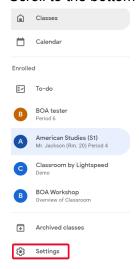
Click TURN IN and submit.

How to turn notifications on or off:

- 1. By default, you get email notifications for various activities such as when someone comments on your posts or your teacher returns your work. You can change these email notifications at any time.
- 2. At the top left of the Classroom page you want to change notifications for, click the **MENU** icon.



3. Scroll to the bottom and click **SETTINGS**.



4. You can turn off all email notifications or just the ones you don't want.

