



Google Apps in the Glendale Unified School District



Glendale Unified School District partners with Google to provide *Google Apps for Education*, a website used by thousands of schools worldwide to make collaboration tools available to students, teachers, and administrators.



Google Apps for Education is a suite of online office tools made available to schools for free. *Google Apps for Education* includes:

- **Google Drive** - Provides an online creation and editing space for word processing, presentation, and spreadsheet files, eliminating file incompatibilities, and most needs for flash drives between home and school. Also used for storing documents and other schoolwork in the cloud.
- **Google Calendar** - Useful for keeping track of homework and other school events.
- **Gmail** - Used for email communication, **NOT** available for students at this time.
- And much, much more!

These collaborative tools make it possible for students and teachers to work together on documents, presentations, and projects via the web.

Students at GUSD will be using *Google Apps for Education* in the classroom. **Google Drive** will allow students to create word processing documents, presentations, and spreadsheets. They will be able to share their documents with the classroom teachers, allowing for a more paperless classroom environment. Students will receive instruction and learn how to work with their online documents both in class and at home. Students will also receive guided instruction on how to collaborate with other students and teachers to open up greater educational opportunities.

Students will be able to log into **Google Drive** at school or at home using their school issued username and password. We encourage you to use that username and password to view the work your child has created!

The web address for **Google Drive** is: drive.google.com/ (Your child's teacher will provide hm/her with the user name and password.)

Student Google Apps for Education accounts fall under the GUSD Acceptable Use Policy ([Information for Parents/Guardians & Students, pp. 32-36](#)), which governs appropriate use of school computers, accounts, networks, and systems. While *Google Apps for Education* accounts are accessible from home, Google Apps for Education accounts are for **school use only**. Students should not consider Google Apps accounts to be private, as GUSD staff retains the right to access accounts when needed, and have the right to monitor Google Apps account usage.

We want you to be involved with your student's education. We encourage you to log into *Google Apps for Education* with your student to see what it's all about! If you wish to discuss how *Google Apps for Education* is used at your child's school, please contact your school.

To be in compliance with, COPPA (Child Online Privacy Protection Act), students under age 13 need parent permission to have email accounts. However, we are not enabling email accounts at this time.