A Parent's Guide to Google Classroom

A step-by-step guide to understanding Google Classroom and helping your child to be successful

How to Access Google Classroom

Go to the Newark Public School's Website
www.nps.k12.nj.us

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Click on Students

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Click on Student Portal

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Enter the student's Username
(first_name.student_I.D.@nps.k12.nj.us)
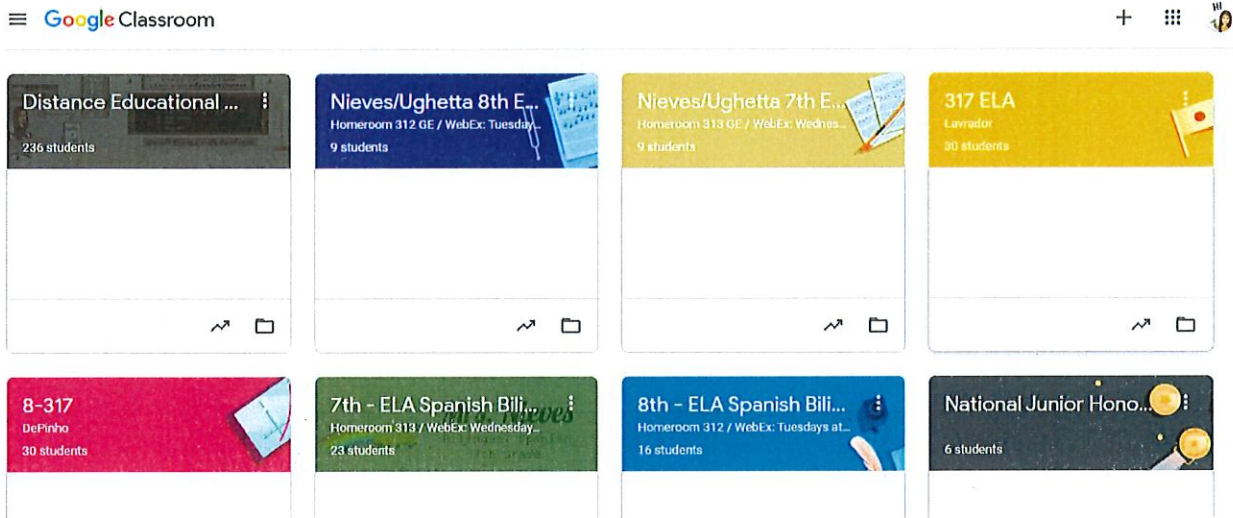*Example: john.123456@nps.k12.nj.us*

↓

Enter the Student's Password
Pre K and K Students' Default Password: **bananas**
Grade 1 Students' Default Password: **spelling**
Grade 2 Students' Default Password: **computer**
Grades 3 - 8 Students' Password:: **welcome1**
*Students may be prompted to change their default password.
Be sure to create a password that you will be able to
remember and make note of this password.
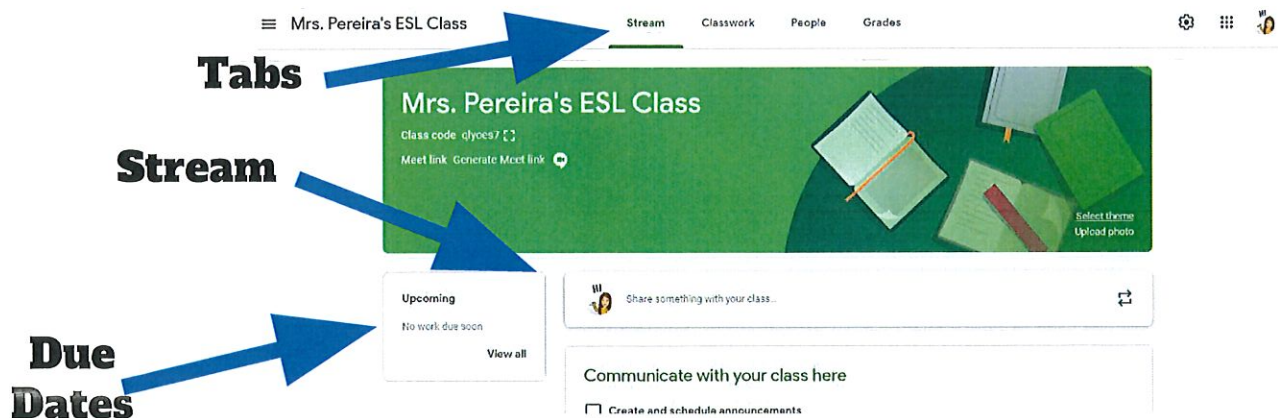
↓

Click on Google Classroom

3. This will take you to all of the classes that your child has joined. Click on any class to enter or click on the icon in the upper left corner to see a list of classes and switch between classes.

Your Child's Google Classroom Main Page

What information is on the main page and how is it organized?

On the main page of the classroom you will find tabs at the top of the screen that will help you navigate between the stream, classwork, people and grades.

Classwork

The classwork tab is where you will find your child's assignments. Teachers may also post links and other resources needed to complete assignments. In addition, teachers may post questions for students to answer in order to facilitate a class discussion on a topic of study.

Assignments: Assignments in Google Classroom are paperless versions of traditional assignments that students would receive through a hand out. The clipboard icon 📋 in the upper left corner indicates that the post is an assignment for students to complete. When a student clicks on an assignment, it will take them to a Google Doc, Google Form or other tasks that they must complete and submit electronically. There may also be links to other resources that will help students complete those assignments. Teachers may grade assignments and return with a score via the classroom as well.

Topic ➡️ 📋 ESL Post Assessment   **Due Date** ➡️ Due Aug 5 ⋮

Posted 11:55 AM

Directions ➡️ Please complete the assessment.

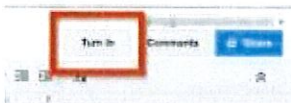| 0	0
Turned in	Assigned

Link to Assignment ➡️ Assessment
Google Forms

View assignment

Submitting Assignments

How does my child submit completed assignments and how can we tell if assignments are done or late?

When a student opens an assignment there will be a "turn in" button at the bottom of the post. In addition, students will find the same button at the top of assignment document. In the top right hand corner of the assignment post will be status message telling you if the assignment is "not done", "done" or "late." You may also see a message indicating that the assignment has been returned with a grade.
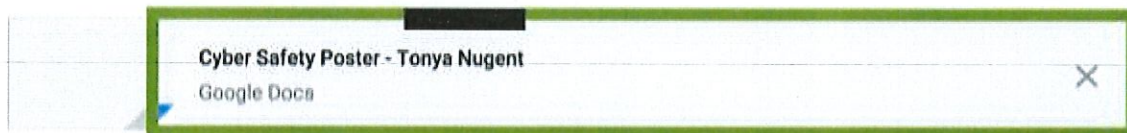
Assignments - student view

Students can also submit assignments directly from Google Docs!

Your work

Files you add or create can be viewed and edited by your teacher

! LATE UNSUBMITTED

Cyber Safety Poster - Tonya Nugent
Google Docs

Add

TURN IN