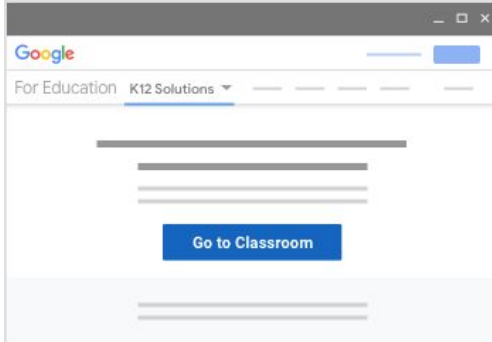




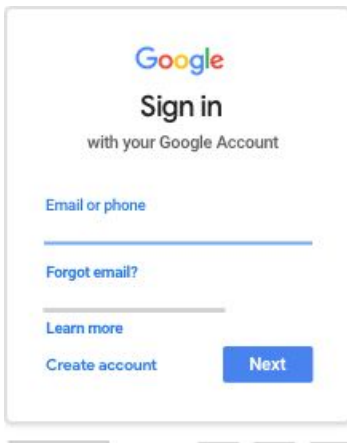
## How to use google classroom

### Sign in for the first time:

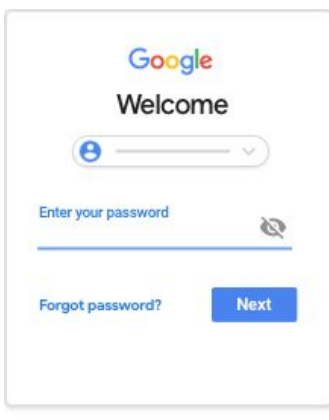
1. Go to [classroom.google.com](https://classroom.google.com) and click Go to Classroom.



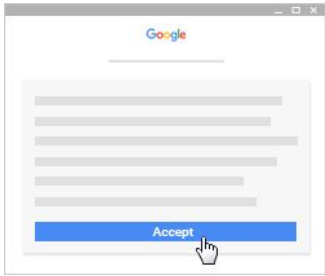
2. Enter your username and click Next. It is usually [firstname.lastname@duncombeprimary.co.uk](mailto:firstname.lastname@duncombeprimary.co.uk) You should have been sent this but can ask for it from the school office or by emailing your class teacher (use the class name for this email address, e.g. martinlutherking@duncombeprimary.co.uk)



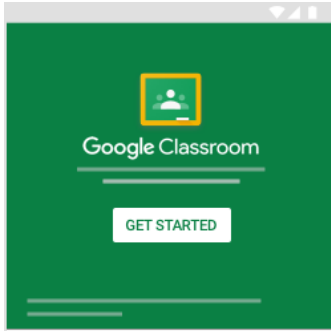
3. Enter your password and click Next.



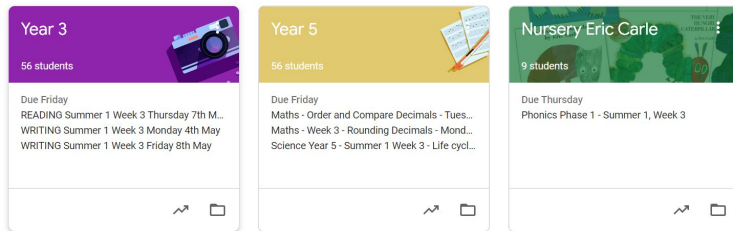
4. If there is a welcome message, read it and click Accept.



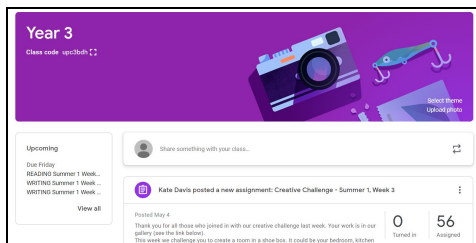
5. If prompted, click Get Started.



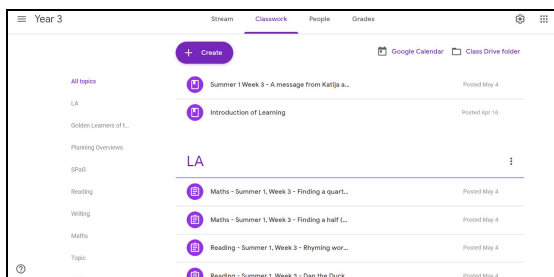
6. Your year group/class should already be loaded for you. Click on your class (you should only see one option here)



7. The class homepage has a stream showing the work assigned and any messages from your teacher. A Year 3 example is below:



You can click on 'classwork' at the top to see all the assigned work. See example below:





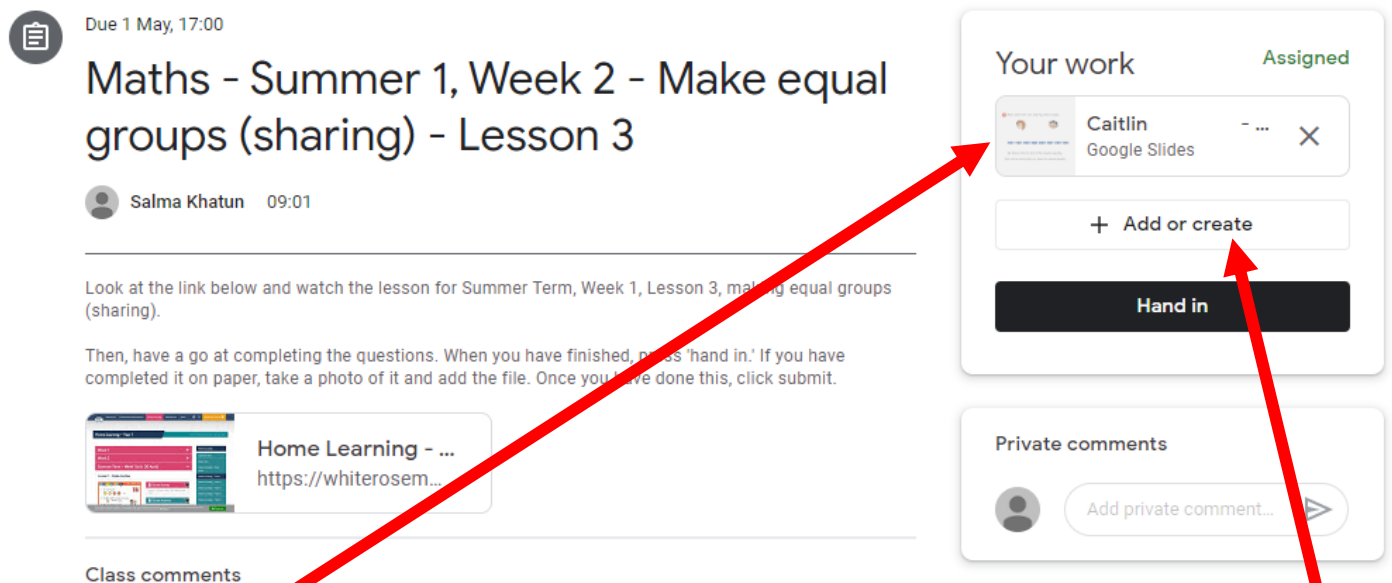
## How to send teachers your work on Google classroom

There are two ways to submit work on Google classroom:

- Write directly on the Google doc/slides put up by the teacher
- Send a picture of the paper copy

Here's how to do that.

An assignment will look like this:



Due 1 May, 17:00

### Maths - Summer 1, Week 2 - Make equal groups (sharing) - Lesson 3

Salma Khatun 09:01

Look at the link below and watch the lesson for Summer Term, Week 1, Lesson 3, making equal groups (sharing).

Then, have a go at completing the questions. When you have finished, press 'hand in.' If you have completed it on paper, take a photo of it and add the file. Once you have done this, click submit.

Home Learning - ...  
<https://whiterosem...>

Class comments

Your work Assigned

Caitlin  
Google Slides

+ Add or create

Hand in

Private comments

Add private comment...

### Completing the work online

If you would like to complete the work on your device, press here and a new document will open.

When you open Google Docs/Slides, it saves every change you make. When you've finished, you can close it and all the work you have done will be saved for you.

(Some tablets may not let you do this unless you download Google Slides or google Docs from the app/Android store. They are free.)

### Sending a picture of the paper work

If you have completed the work on paper, press + Add or create. Then select 'File.'

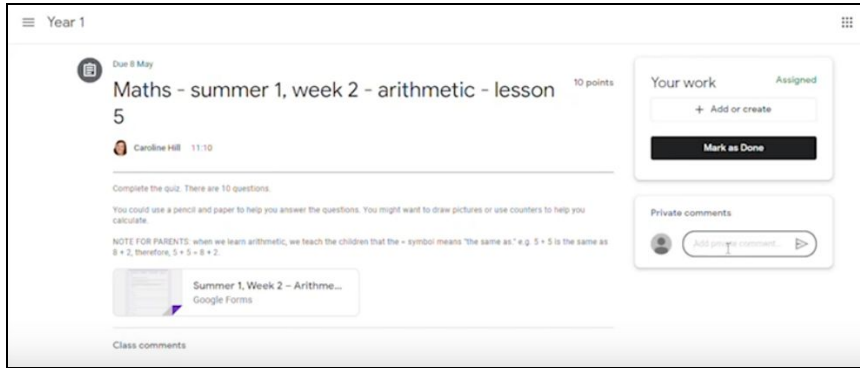
(This is easier to do on smartphones, ipads and tablets. You can download the Google classroom app for any device to make this even easier.)

### Remember to press "Hand In" after you have followed one of these steps.

If you press "Hand In" before you've done this, your teacher will receive an empty worksheet with nothing on it!

Remember, if you have any issues, use the "Private Comments" box to send a message directly to your teacher, and they may be able to help.

Any problems once on google classroom? Click 'Private comments' box on the right and send a message to your teachers explaining what you are struggling with.



This link will take you to a video of Caroline and Katija explaining all of the above, demonstrating a they explain each step: <https://youtu.be/DHxBIBpSDTY>

## Why use google classroom?

1. Your teacher will explain the work you have to do each week and how to do it.
2. There will be links to videos that will help you do your work.
3. You can send your work to your teacher.

You do not have to do the work on a device. It can be done on paper and uploaded easily onto google classroom so does not have to mean a lot more access to a computer or device.

Your weekly overview will look like this:

Duncombe Weekly Planning Overview Summer 1, Week 2				
	Maths	Reading Comprehension	Writing	Project Task: Where do you live?
<b>Monday 27<sup>th</sup> April</b>	Compare the different lengths using <, > and = symbols. Think about the difference between metres and centimetres.	Read the text 'The Wall of Fear' out loud to your family and answer the questions.	Read the information about first and third person. Look at the sentences and write down whether it uses first or third person. Then, write your own sentences using first person.	Use your senses to draw what you can see from your window. Then use your other senses to describe what you can hear and feel.
<b>Tuesday 28<sup>th</sup> April</b>	Look at the objects and rulers to help you measure accurately. Measure household objects with a ruler and put them in order from shortest to longest.	Read the text 'The Wall of Fear' out loud to your family and answer the questions.	Look at the picture. Think about what you see and write down any predictions you have made about the picture.	Use your senses to guess objects in a feely bag.
<b>Wednesday 29<sup>th</sup> April</b>	Read the questions carefully and circle important information. Decide if you need to +, -, x or ÷ and find the answer.	Read the text 'The Wall of Fear' out loud to your family and answer the questions.	Look at the picture. Today, you are going to pretend that you are the person that lives in the underwater house. Write down the different things you need to pack, what you need to build and how you are feeling.	Find a place in your house and draw what you can see.
<b>Thursday 30<sup>th</sup> April</b>	Read the maths problems aloud with an adult. Think carefully about what the question is asking you to do. Draw a picture to help you find the answer.	Read the text 'The Wall of Fear' out loud to your family and answer the questions.	Look at the example of a diary entry. Today you will write a diary entry about what you need to do to prepare for the flood.	Design a new school uniform you would like to have.
<b>Friday 1<sup>st</sup> May</b>	Complete the mental arithmetic questions. Remember you could draw a picture, use your fingers or use related number facts to help you find the answer.	Watch the stories on our Youtube channel. Pick your favourite story of the week and write a book review.	Read your diary entry from yesterday. Today, you are going to write another diary entry about what your life has been like in the underwater house over the last two weeks.	What does the current Duncombe school logo look like? What does it mean? Design a new school logo that you think our school should have.

The overview will have three assignments highlighted (one maths, one reading and one writing) that you should be submitting to your teacher by the end of the week.

Golden Learners will be chosen by the teachers each week and put on google classroom to celebrate the hard work you are doing at home.

