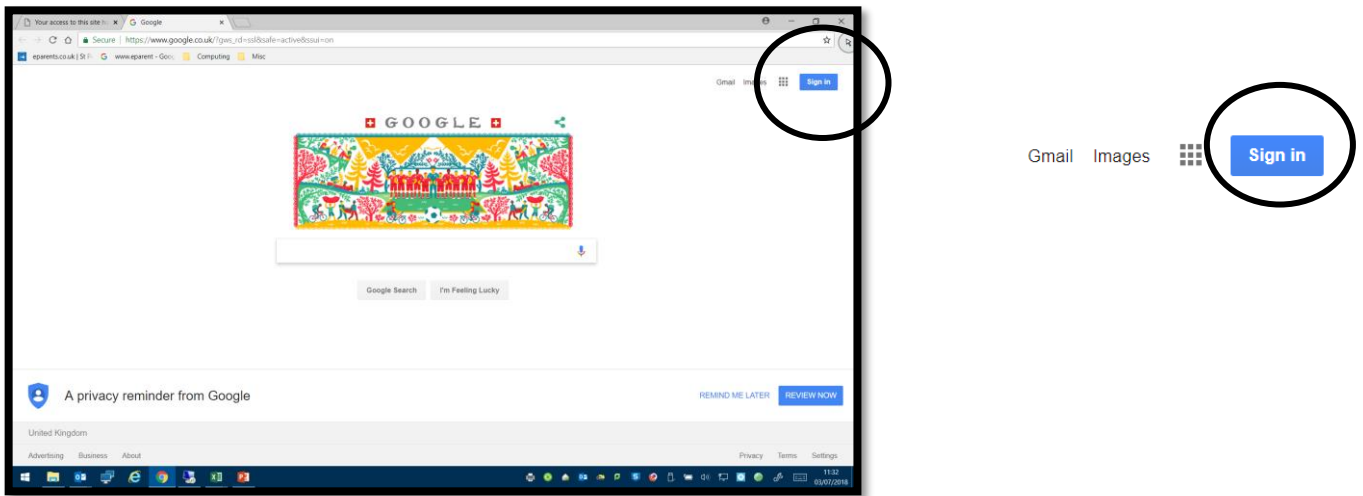
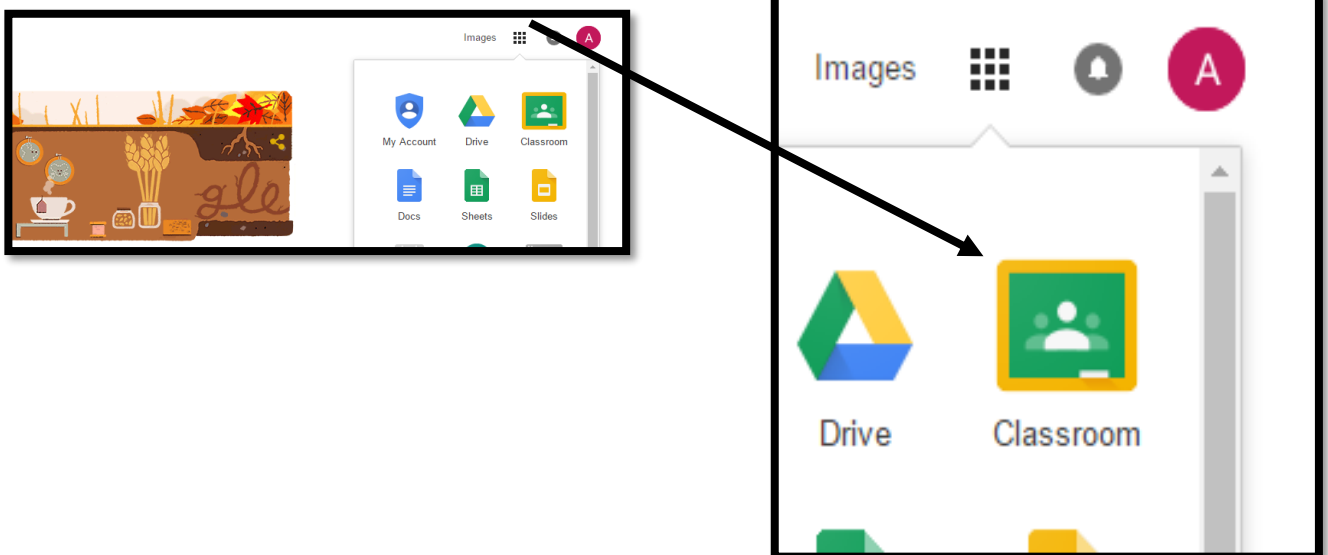


GOOGLE Classroom: How to join and use the lessons

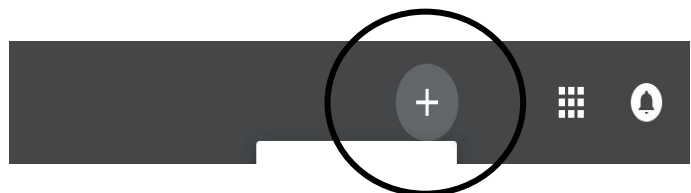
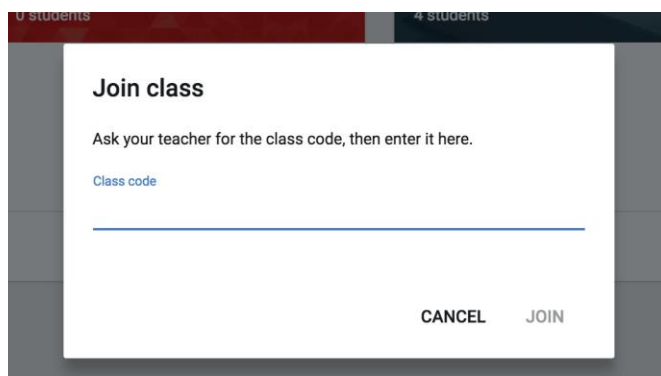
Go to google.com and sign in using your school email address (username@students.spexe.org) and password



Click on the 'waffle' icon and choose 'classroom'



Click on the + icon and the 'join class'

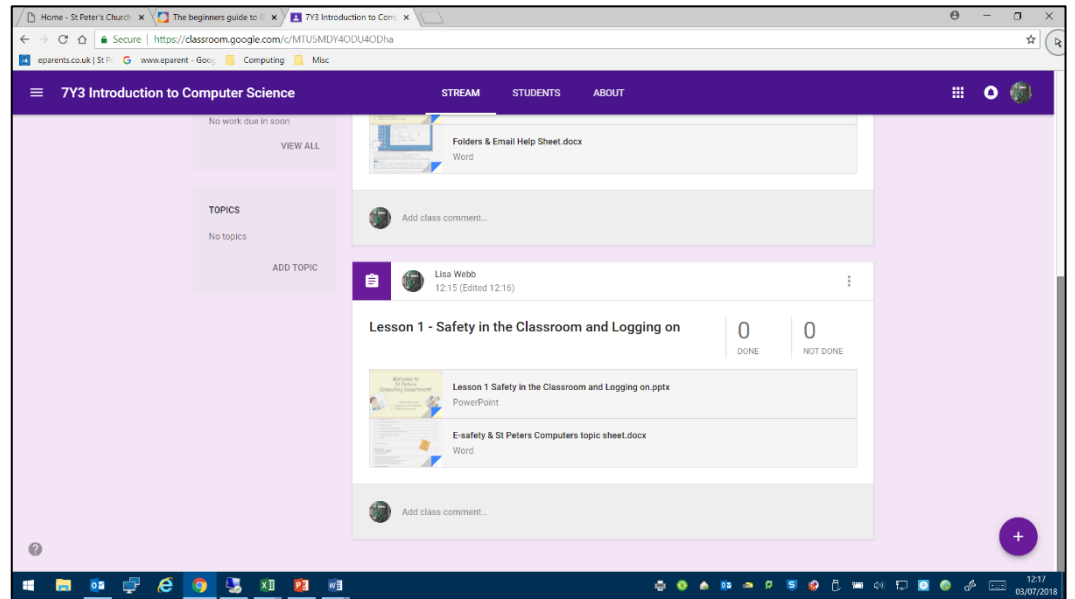


Enter the code you are given by the teacher
Hit return and click join

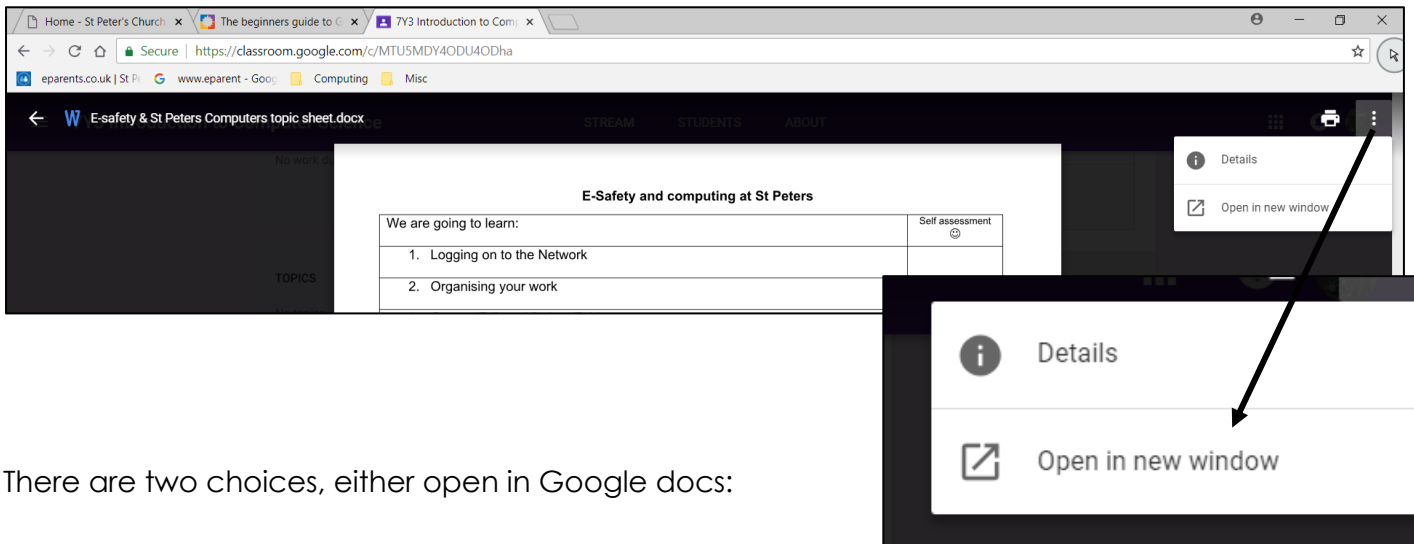
To download or not to download....

You will see your lessons. There may be documents attached that you can use.

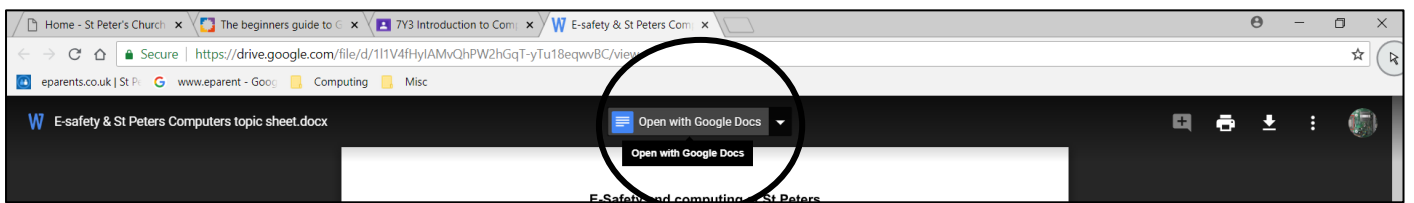
Click on the E-Safety topic sheet



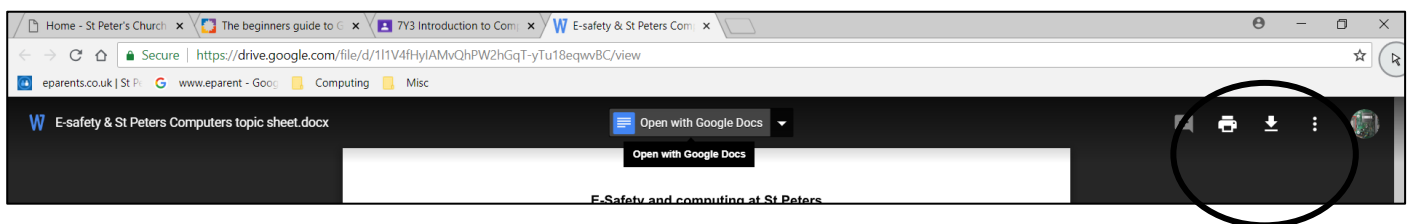
Next open in a new window, this will let you 'edit' (change) the worksheet.



There are two choices, either open in Google docs:



Google docs will automatically save your work in Google Drive but you can't do everything you can do in Microsoft Word.



Or click the download button, the document will show at the bottom of the screen. You must save this document into your folders.