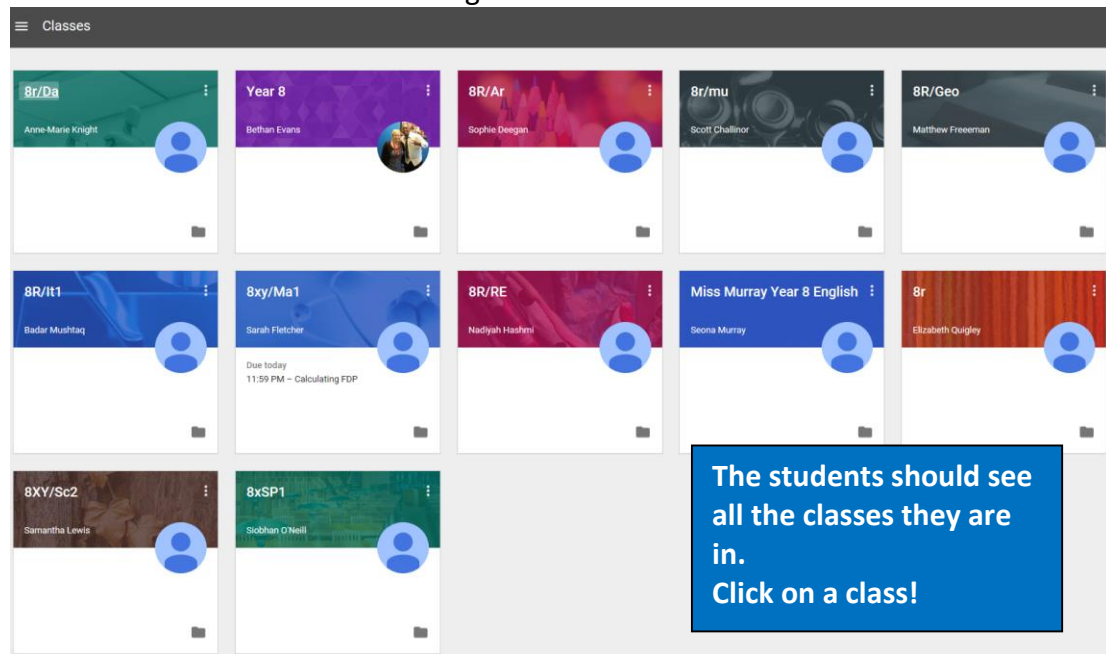


1. Teachers list student homework on Google Classroom so parents and students can see clearly what needs to be done. Google Classroom can be used on a computer or laptop, smartphone or a tablet. From a computer simply go to the school website and **Parents – Homework** and follow the instructions.
2. On an I-Pad or phone you need the **Google Classroom App** that can be downloaded from the Play Store or App Store. The instructions for this are on the school website and **Parents – Homework**. The app is **FREE**.
3. To logon, a student's username will be: **username@newallgreenhigh.org.uk** (the username is the one they normally use in school e.g. 10JT01) and their normal school password. The only way parents can see their children's work is by using their logon details – Google Classroom doesn't allow for anything else. If this does not work on a computer or laptop, try putting **PROSPERE\** in front of the username – it would now look like **PROSPERE\10JT01@newallgreenhigh.org.uk**

Students should now see something like this:



4. If they don't see their homework, it is because they have not **joined** yet. Teachers will have invited them – they need to click on **'Join'** for **each class** to be able to see their homework. We have done this during an IT lesson in school so they should know what to do.

5. To view homework for a particular class, click on that class and choose **Stream**. You will see the homework assigned:

The screenshot shows the Google Classroom Stream interface. At the top, there are navigation tabs: STREAM, CLASSMATES, and ABOUT. Below this, three homework assignments are listed:

- ASSIGNMENT Sarah Fletcher Dec 2** (Status: NOT)  
**Calculating FDP**  
Paper copies given in class. Can return electronically if you want to.  
Attachment: Homework Stage 8- print and google classroom.pdf (PDF)
- ASSIGNMENT Sarah Fletcher Nov 13**  
**Maths Homework FDP**  
Print and complete  
Attachment: FDP homework.pdf (PDF)
- ASSIGNMENT Sarah Fletcher Nov 6**  
**Understanding Risk**

Each assignment has an "Add class comment..." button below it.

Click on one of the homeworks to open it.

6. Opening the homework will show you the instructions and any files attached (if there are any).

**Please note:** if there is a file attached, the student might not be able to type on it. For example, the PDF attached to this one can't be typed on, but the students will have been given a printed copy by the teacher.

The screenshot shows the details page for the homework assignment "Calculating FDP". At the top, it says "Due 11:59 PM". Below that, the assignment title "Calculating FDP" is displayed, along with the teacher's name "Sarah Fletcher", the date "Dec 2, 2:25 PM", and an "Add class comment" button. The instructions "Paper copies given in class. Can return electronically if you want to." are shown. The attached file "Homework Stage 8- print and google classroom.pdf" (PDF) is visible. Below this, the "Your work" section is shown, which is currently empty and marked as "NOT DONE". A message states "Files you add or create can be viewed and edited by your teacher". At the bottom, there are "Add" and "Create" buttons, and a "MARK AS DONE" button.

7. Google Classroom is being used instead of Student Planners. This is our way of showing you what has been set. Homework tasks should still be given out on paper on request. Homework might still be set on Doodle or another website.

If you have any questions please contact Mrs Hopwood in school.

Many thanks!

[jhopwood@newallgreenhigh.org.uk](mailto:jhopwood@newallgreenhigh.org.uk)