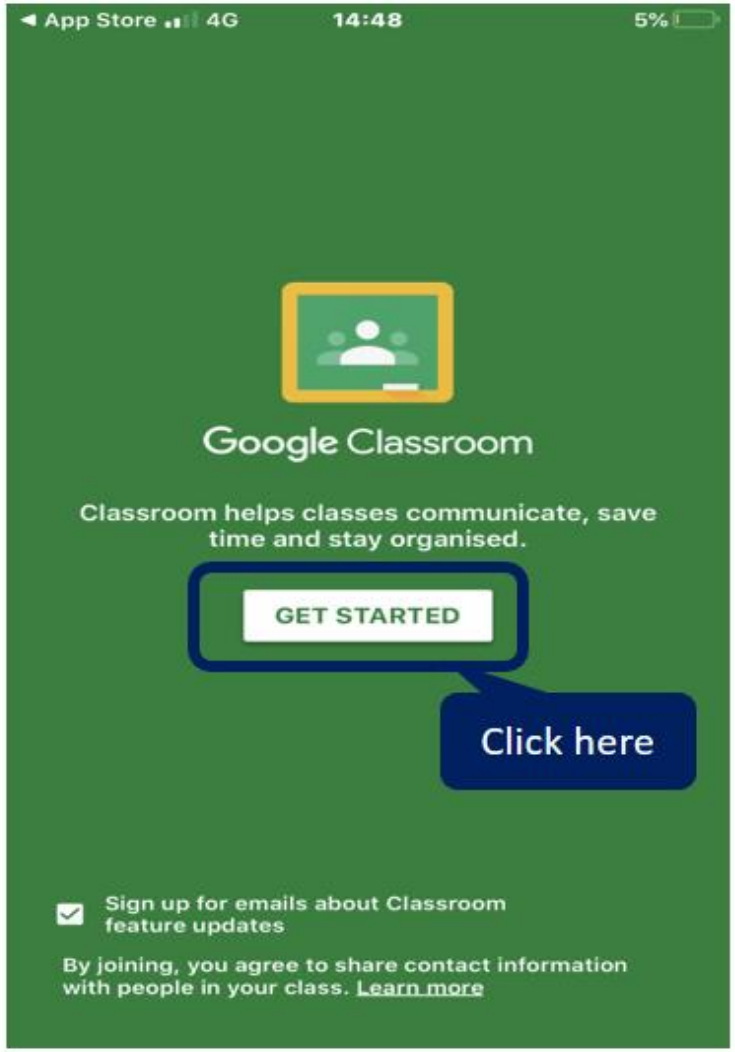
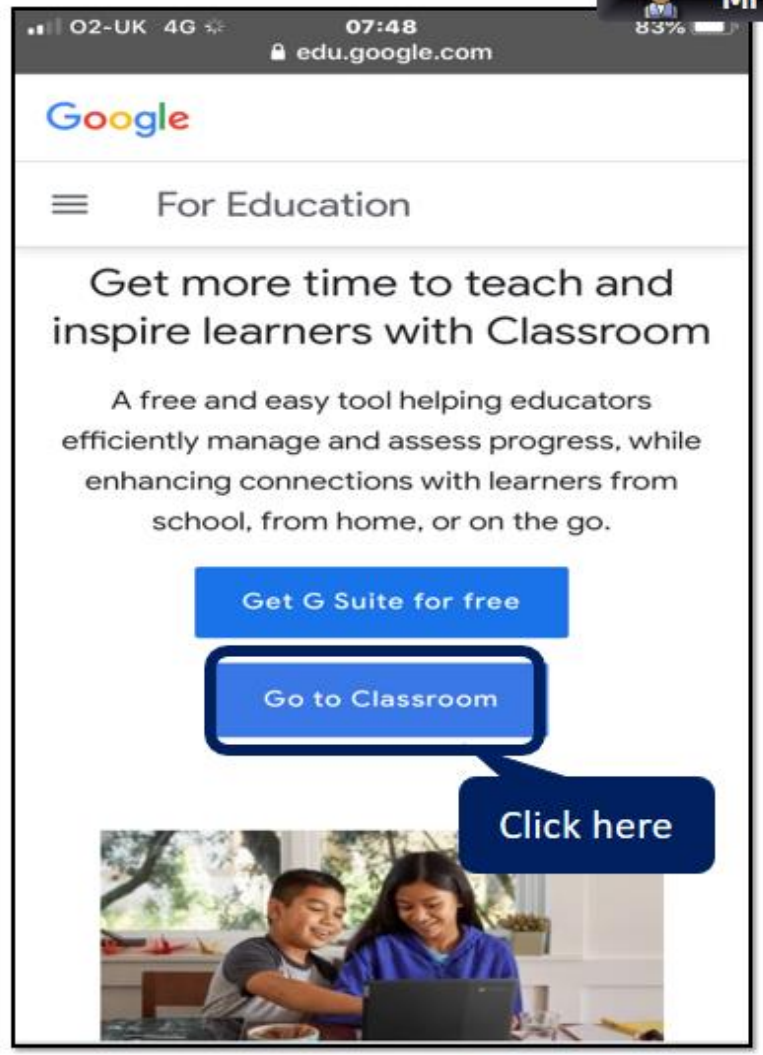
Mr P. Lowry



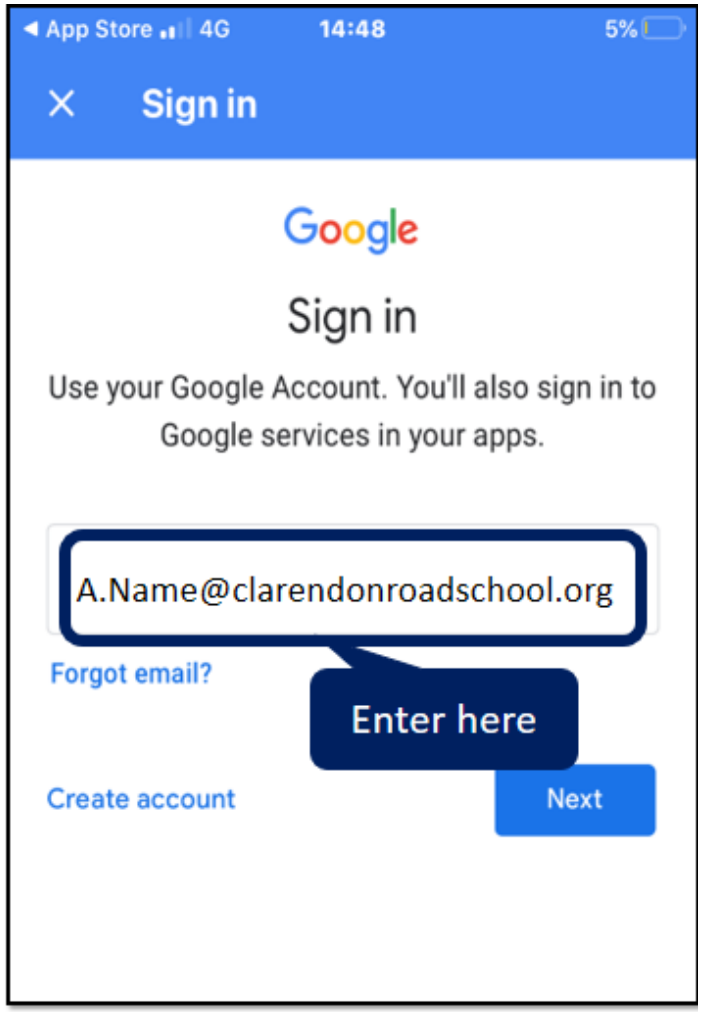


View using the App

View using an internet browser

1. **To log on to Google Classroom either:**
   A) search on the internet for "Google Classroom"
   B) Download the Google Classroom App

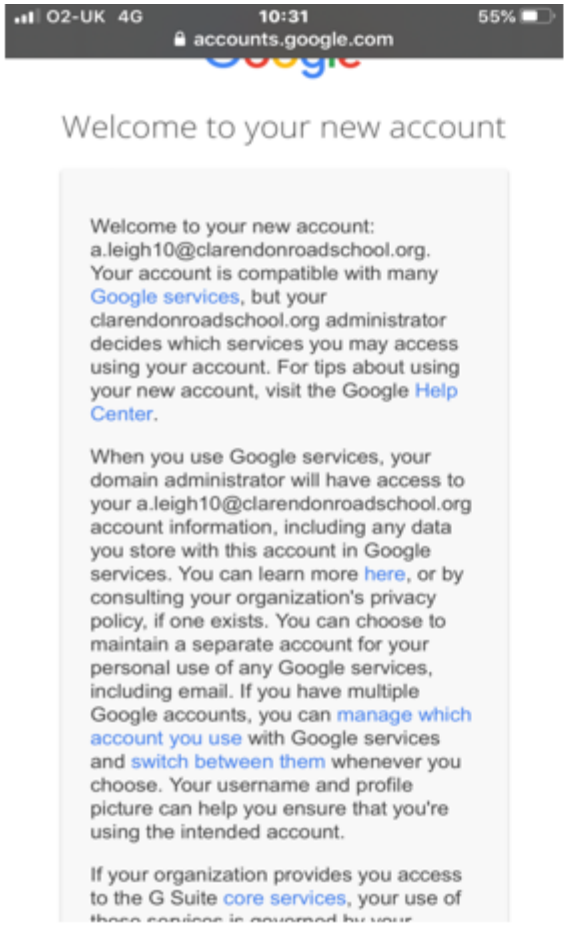
2. If you or your child already have a Google account, it will appear at the top of the webpage.
DO NOT USE THIS EXISTING ACCOUNT.
Click on the "Add another account" option.

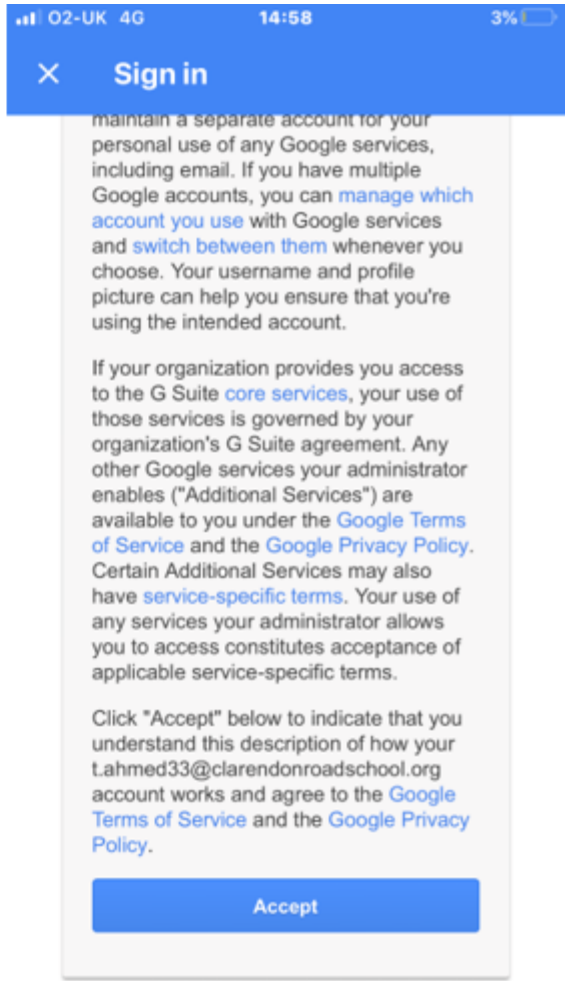


3. The Google Sign in page will appear. Enter your child's personal @clarendonroadschool.org email address.
(These will be provided).

4. The RM Unify Sign In page will appear.

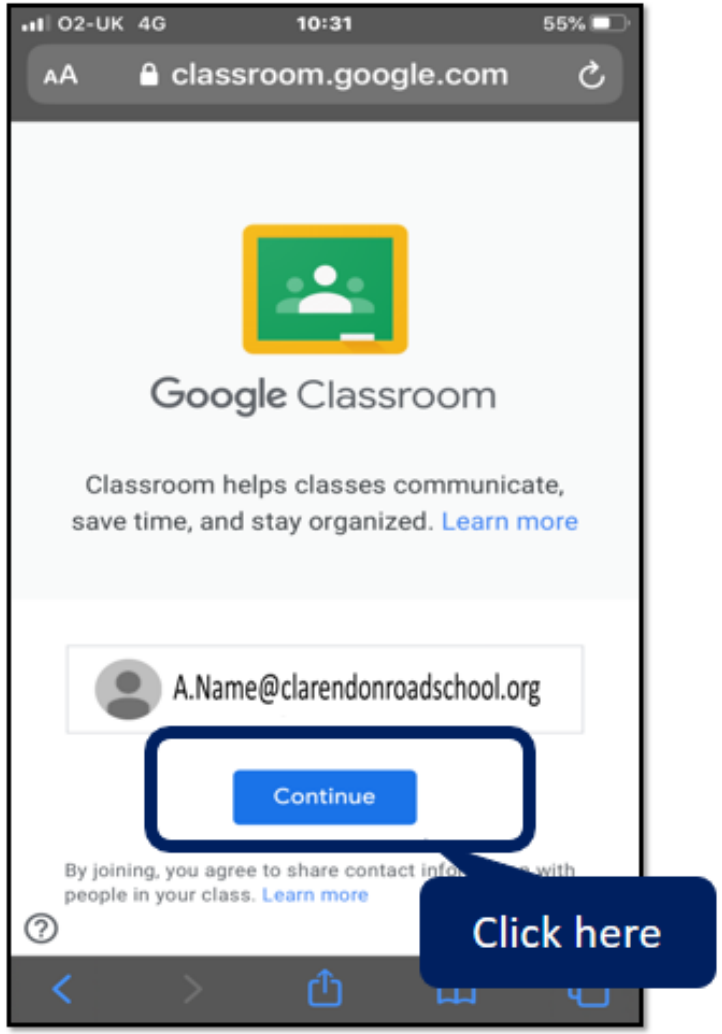
5. Enter your child's personal @clarendonroadschool.org email addre again
and put in the password – abc123
THIS IS THE PASSWORD FOR EVERYONE



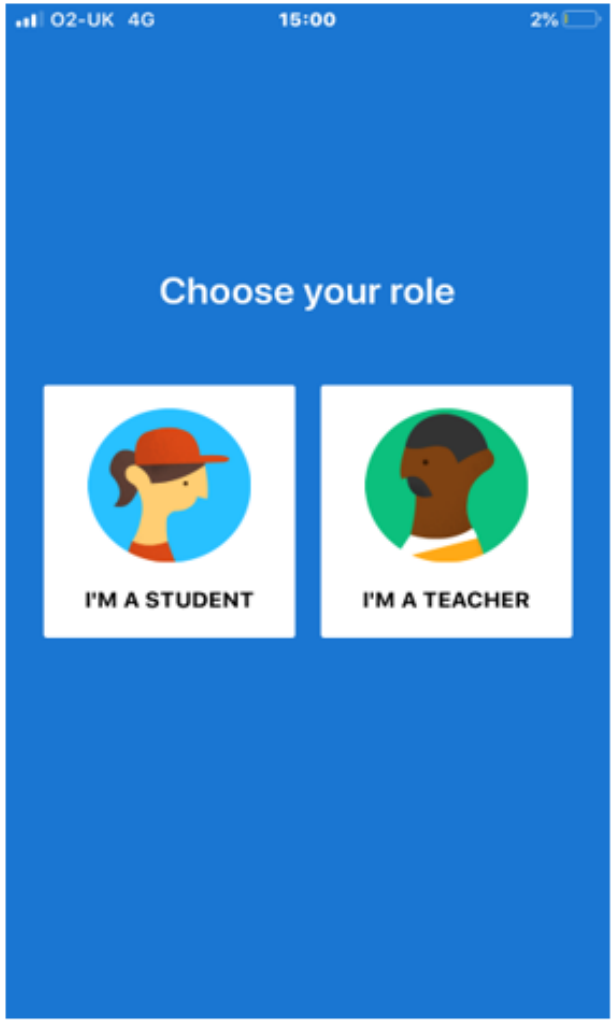


6. Google Classroom will start to load. A webpage will appear titled "Welcome to your new account". You will be asked to accept some terms and conditions. Click "Accept"

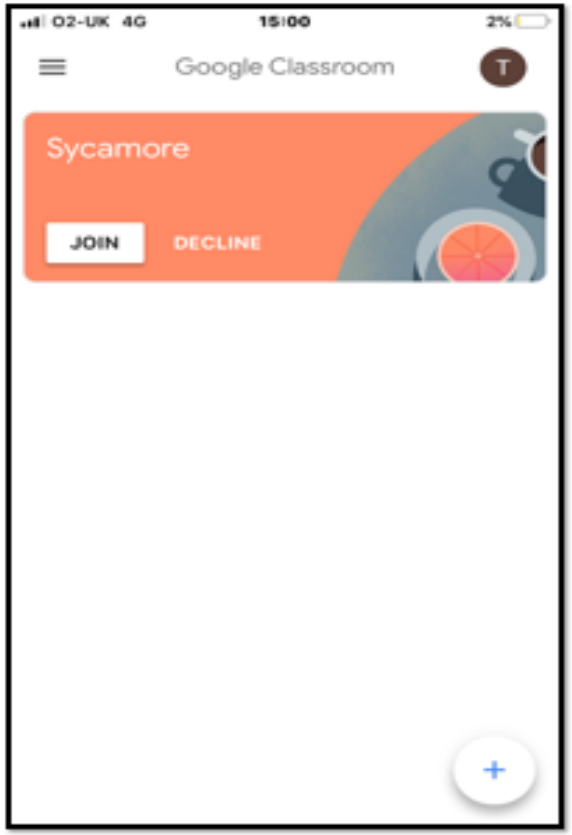
****ON SOME DEVICES YOU MAY BE ASKED TO ALLOW NOTIFICATIONS – PLEASE SELECT "ALLOW"**



7. On the next screen, you will see your child's email address. Click "Continue"



8. Then you will be asked to choose your role – click "I'm A Student"



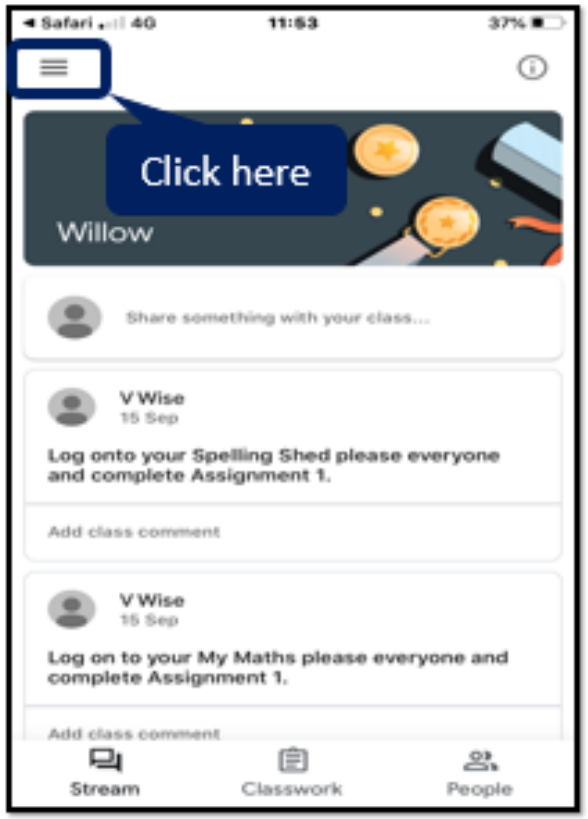
9. Google Classroom will ask you to join your child's class. Click "Join"

****If it doesn't show your child's class, please contact school for help.**

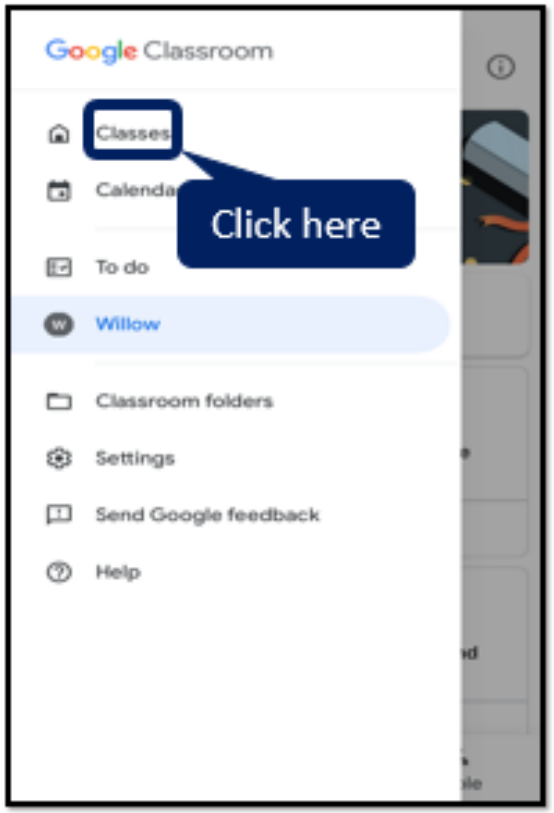
10. Your child's Google Classroom will load.

They will be you will be connected with the rest of their class and their teacher.

Important Notes – Adding siblings while logged on in Google Classroom



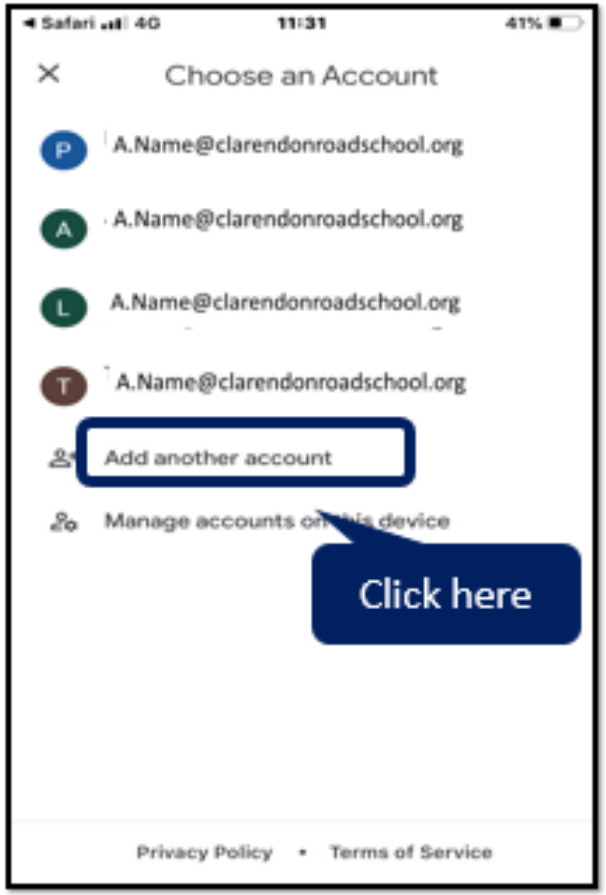
1. Whilst one of your children is logged on to Google Classroom, you are able to add another account for a sibling. First click on the setting tab in the top left hand corner.



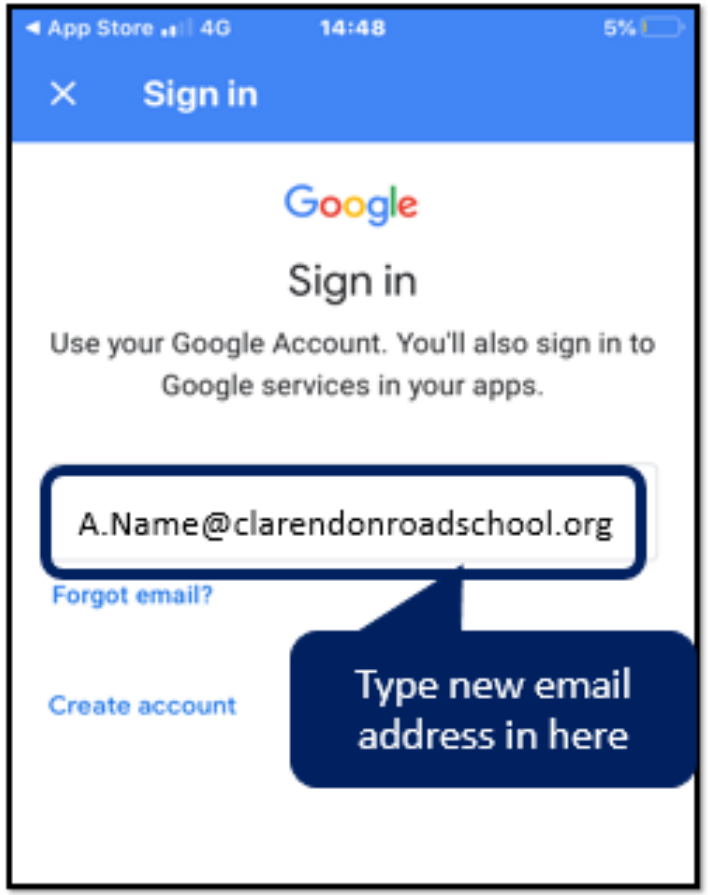
2. Click on the "Classes" tab

3. Click on your child's initial icon in the top right hand corner.

Important Notes – Adding siblings while logged on in Google Classroom

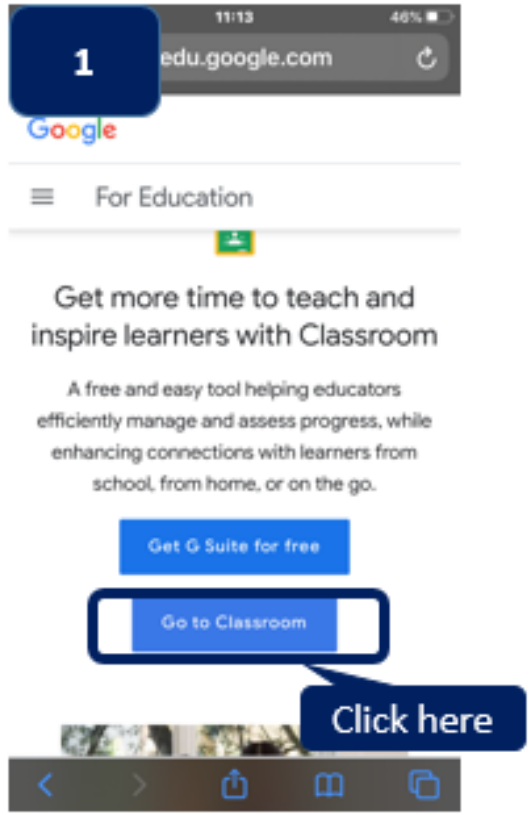


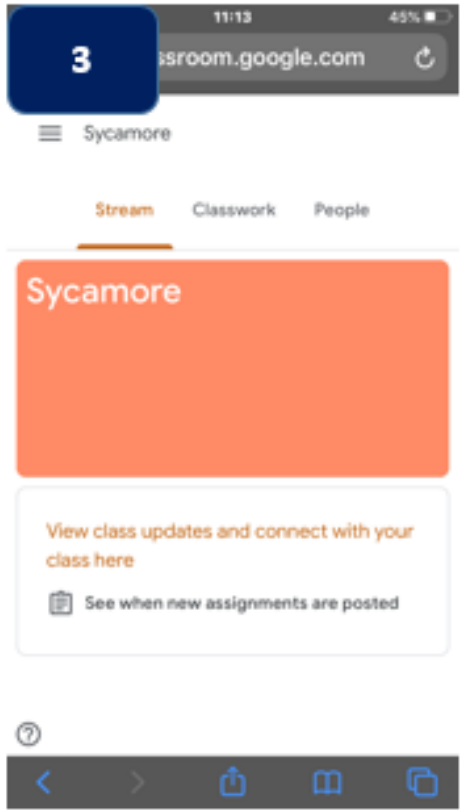
3. The "Choose an Account" page will appear. Click on the "Add another account" page.



4. Enter the additional child's email address and follow steps 3 – 10 previously shown to set up a new account.

Important Notes – Single child logging on via web browser

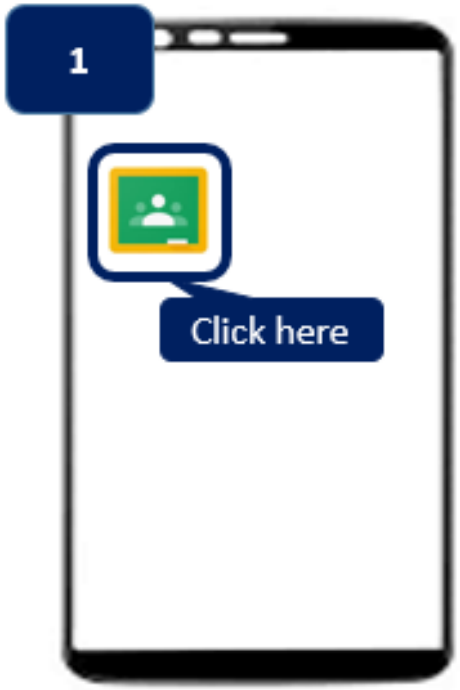


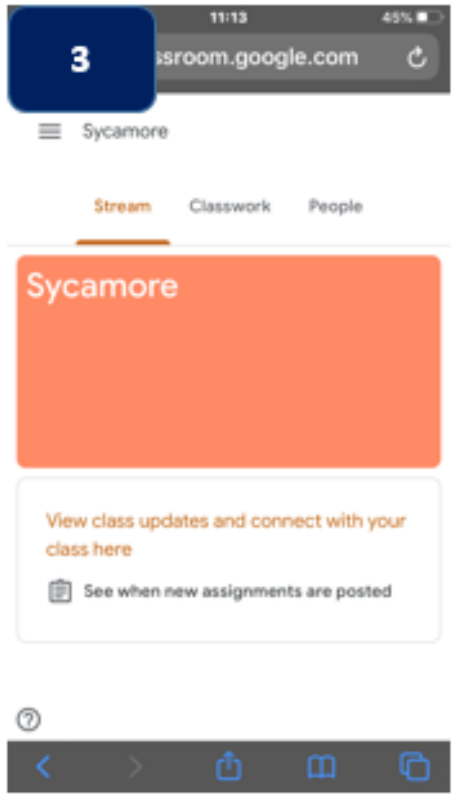


If you have only <u>one</u> child in school: when you have completed this process to sign up once, you will automatically stay logged on to Google Classroom unless you sign out.
When opening up Google Classroom again your child needs to:

1. **Log on to the Google Classroom webpage**
2. **The "Google Classroom" page will appear. Click on the class banner**
3. **The class page will load and your child will be reconnected with the rest of their class and teacher**

Important Notes – Single child logging on via app



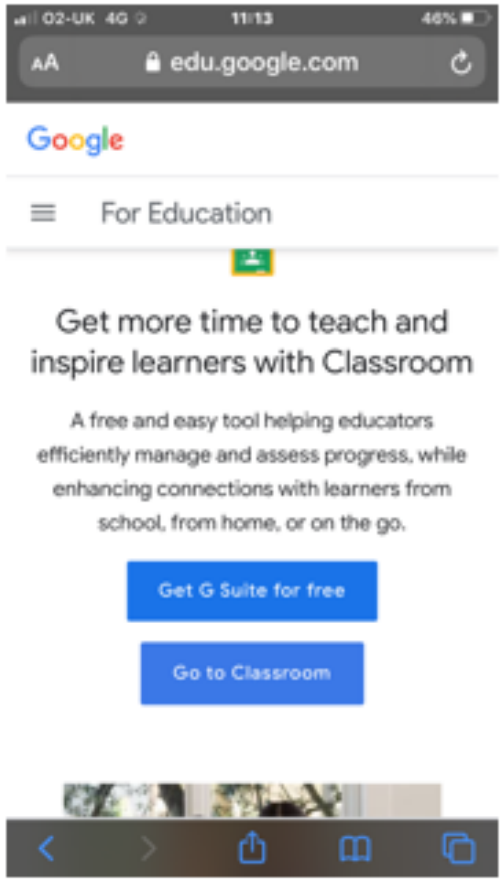


If you have only one child in school: when you have completed this process to sign up once, you will automatically stay logged on to Google Classroom unless you sign out.
When opening up Google Classroom again your child needs to:

1. **Log on to the Google Classroom App**
2. **The "Google Classroom" page will appear. Click on the class banner**
3. **The class page will load and your child will be reconnected with the rest of their class and teacher**

Important Notes – More than one child logging on via web browser

1



If you have more than one child in school: when you have completed this process to sign up once, you will automatically stay logged on to last Google Classroom that was used.

1. **If you have more than one child in school: once you log on to Google Classroom again, the last Google Classroom used will appear.**

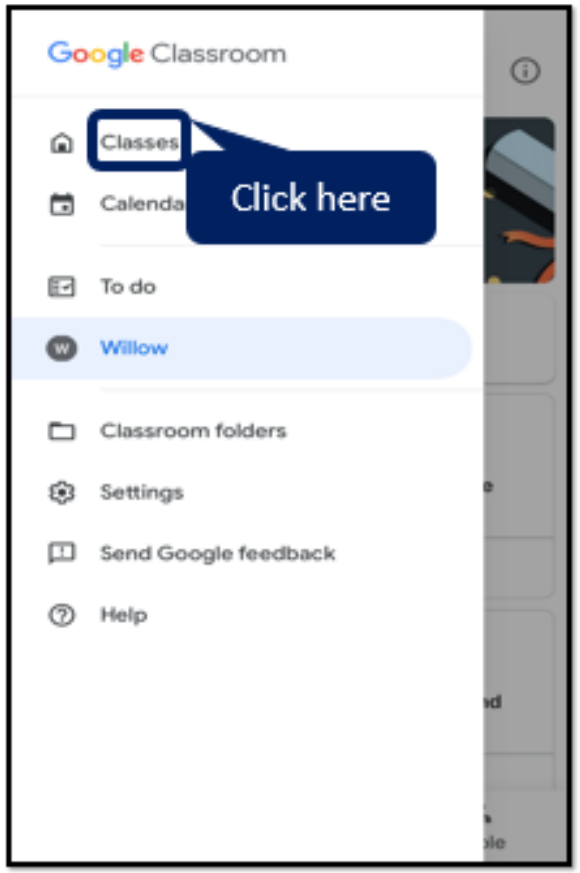
Important Notes – More than one child logging on via web browser

Once one child has completed their work on their classroom page, your children can switch between accounts to access their classroom pages.

2

To do this:
2. . Click on the child's initial in the coloured circle in the top right hand corner of the page

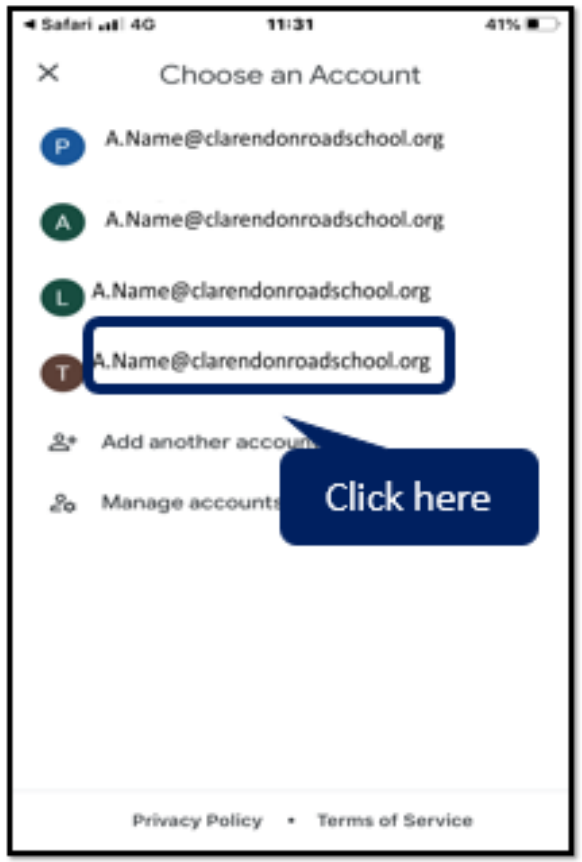
3



3. Click on the "classes" tab

Important Notes – More than one child logging on via web browser

4



4. The 'Choose An Account' page will reappear.
Click on the next child's email that you want to access and their classroom will automatically load.

Important Notes – More than one child logging on via App

If you have more than one child in school: when you have completed this process to sign up once, you will automatically stay logged on to last Google Classroom that was used.

1. **If you have more than one child in school: once you log on to Google Classroom again, the last Google Classroom used will appear.**

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Once one child has completed their work on their classroom page, your children can switch between accounts to access their classroom pages.

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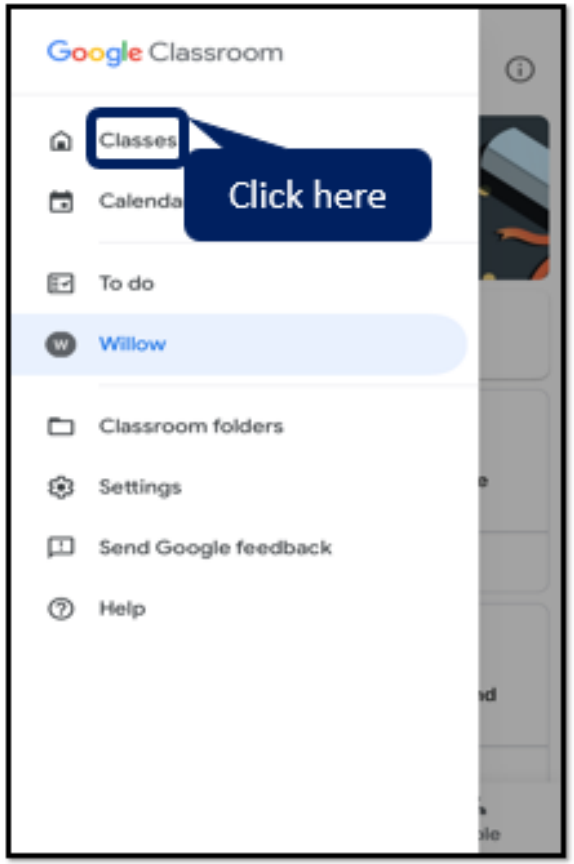
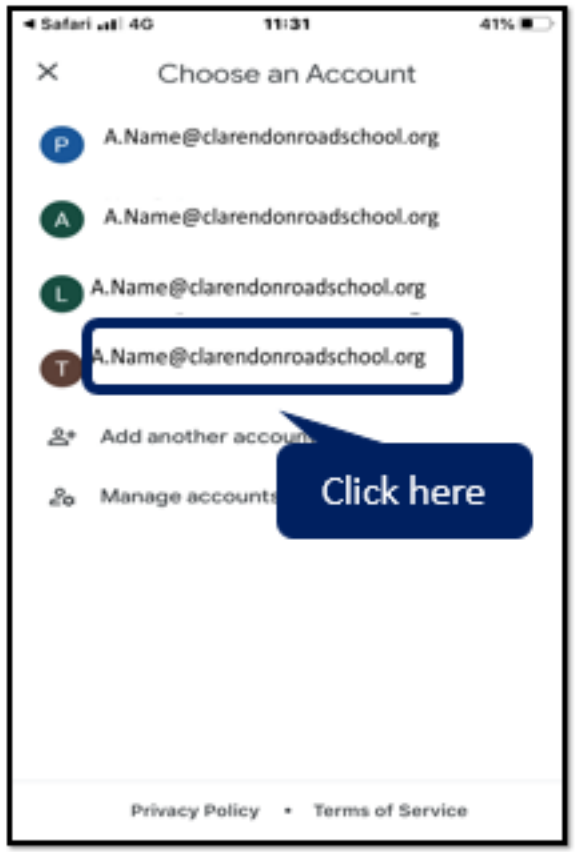


3. Click on the "classes" tab

Important Notes – More than one child logging on via App

4



4. The 'Choose An Account' page will reappear.
Click on the next child's email that you want to access and their classroom will automatically load.