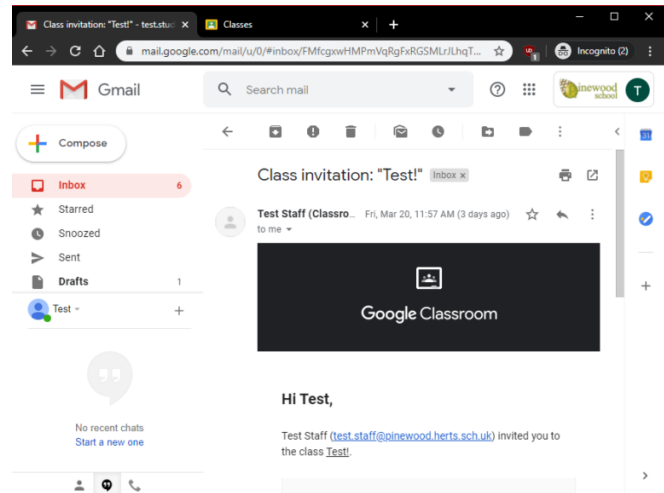


Google Classroom Parent Learning Event Handout

Please ensure you have completed the Microsoft Form, detailing your email address to be added to your child's Google Classroom. This will enable you to have access to their Google Classroom as well as them, and keep up to date with their learning, progress and shared messages. It is important to check Google Classroom frequently to remain up to date. Your child can add achievements themselves at home for example, any wider curriculum achievements or hobbies.

<https://forms.office.com/e/mqK4hvRvqf>

Once you are added to the Google Classroom, you will receive an email inviting you to join.

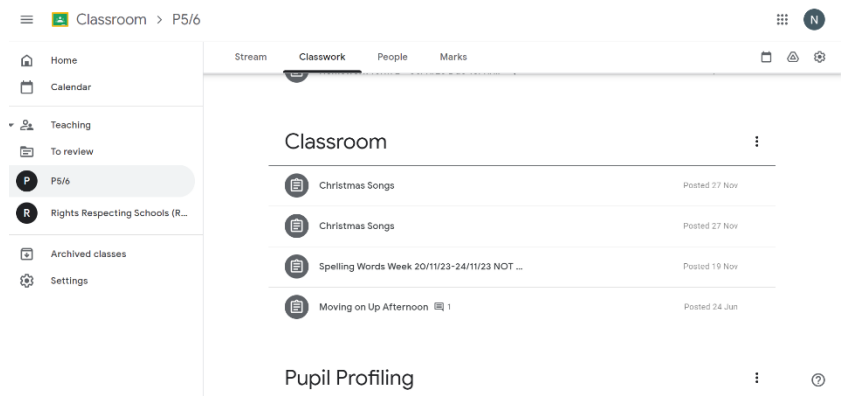
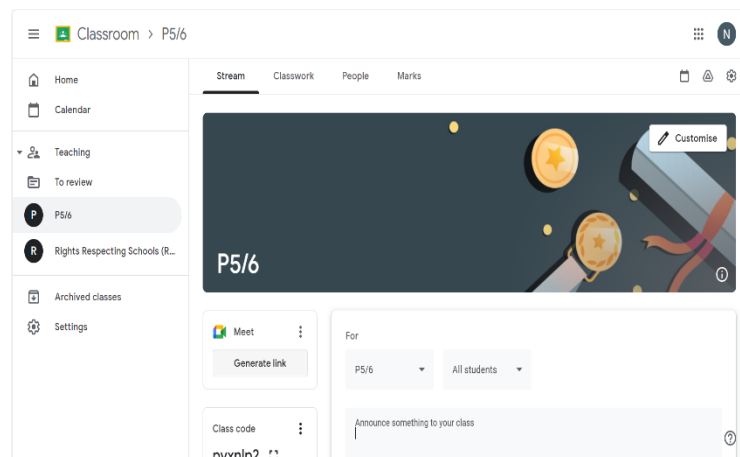


Once in the Google Classroom, spend some time exploring the page to familiarise yourself with it.

The main things to know are;

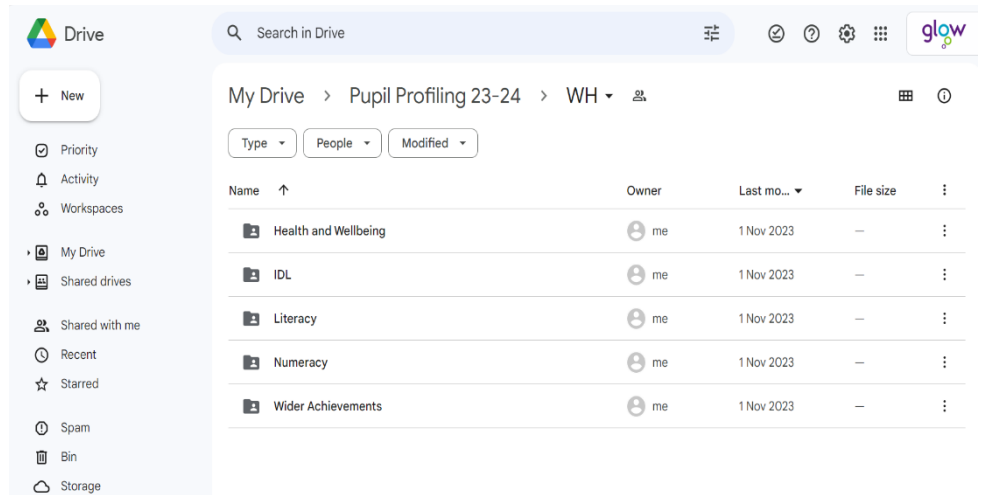
Stream – this is like a homepage. You will see any shared messages and images on here and can post a message. You can select who you want to view the message by clicking 'all' and then deselecting/ selecting as relevant.

Classwork – this is where you will find your child's homework and personal learning profile. Please watch the following video for details of how to view and submit classwork:



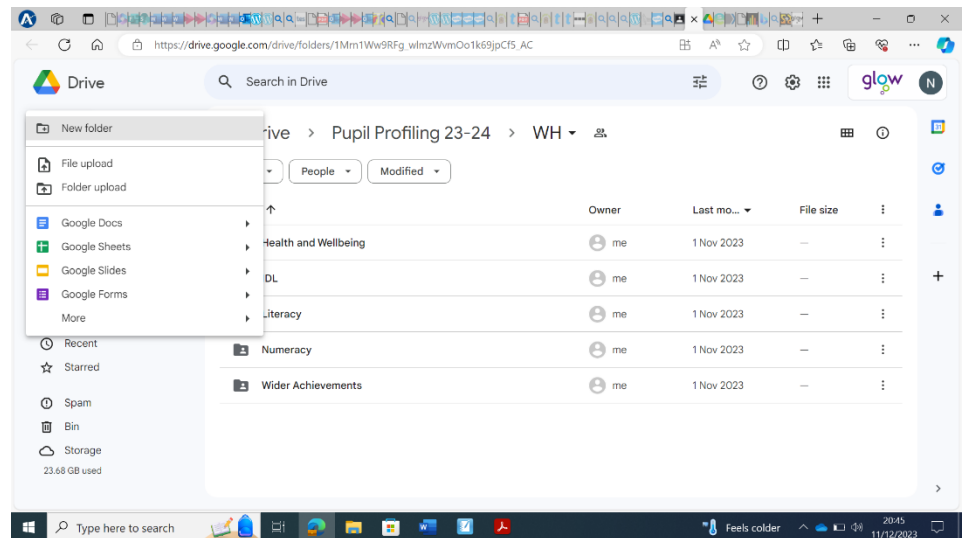
<https://www.youtube.com/watch?v=8kknwmcsc-c>

Pupil Profiling – this is where you can keep up to date with your child’s personal learning and achievements. Across the stages, pupils will update their folders independently or with support. Within their Google Drive folder, you should see folders detailing the following: Literacy, Numeracy,



Health and Wellbeing, IDL (Interdisciplinary Learning, formerly ‘Topic’) and Wider Achievements. Pupils are encouraged to access and add to these at home as well as in school.

To add something new, take a photo of the work on your device first. Or, if it is a document, ensure it is saved or downloaded first. Then, click +New, and select the relevant option. For uploading a photograph, click ‘file upload’.



Your child may add a photo of a piece of work they are proud of, or an assessment piece. Or, if they have

completed work on a computer, such as a piece of writing, they will be encouraged to add this to the relevant folder. They will rename it and date it so that we can see their updates. As pupils and staff familiarise themselves with using Google Classroom, this will be updated more regularly.

Questions:

I share a device with my brother/sister. When they have finished using it and I try to login to Glow it takes me into their page or says I have logged out of RM Unify. How do I get past this?

- Glow must be closed fully before the next user can log in.
- When one user has logged out, the tab must be closed and a new tab then opened to log in again

Additional Information



A pupil's drive file can be downloaded onto a device so that it can be kept when the pupil moves on to the next class. We would recommend doing this at the end of each school year. You can do this by:

1. Opening the drive folder
2. Clicking on the downward arrow next to the child's name/initials
3. Select download

This will create a zipped folder within your device. You can then move the file out of your downloads to wherever you prefer to store it on your device, and rename it if you desire, e.g. Pupil A Primary 3 Learning.

Questions:

Is there a way that the folder can be downloaded into a single document similar to a PDF?

We are aware of a programme called Google Takeout which may allow you to download folders as PDF files, which you may wish to explore. This won't be used in school due to device limitations, but you may wish to explore this at home.