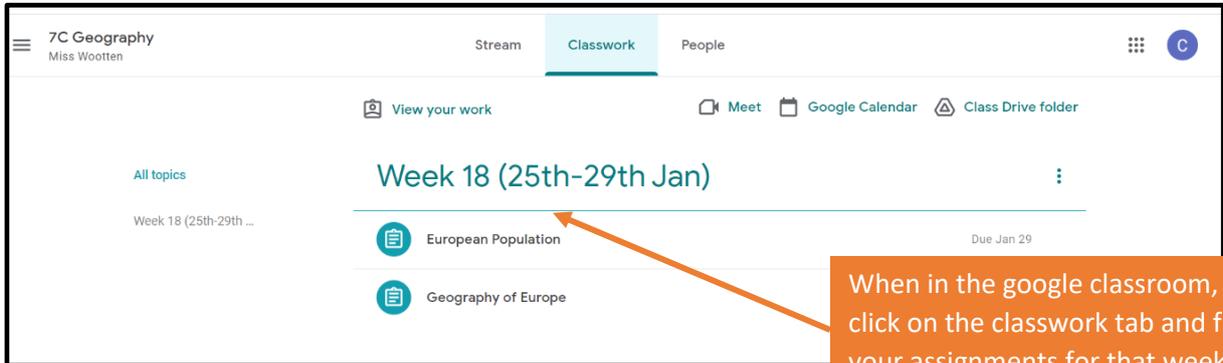
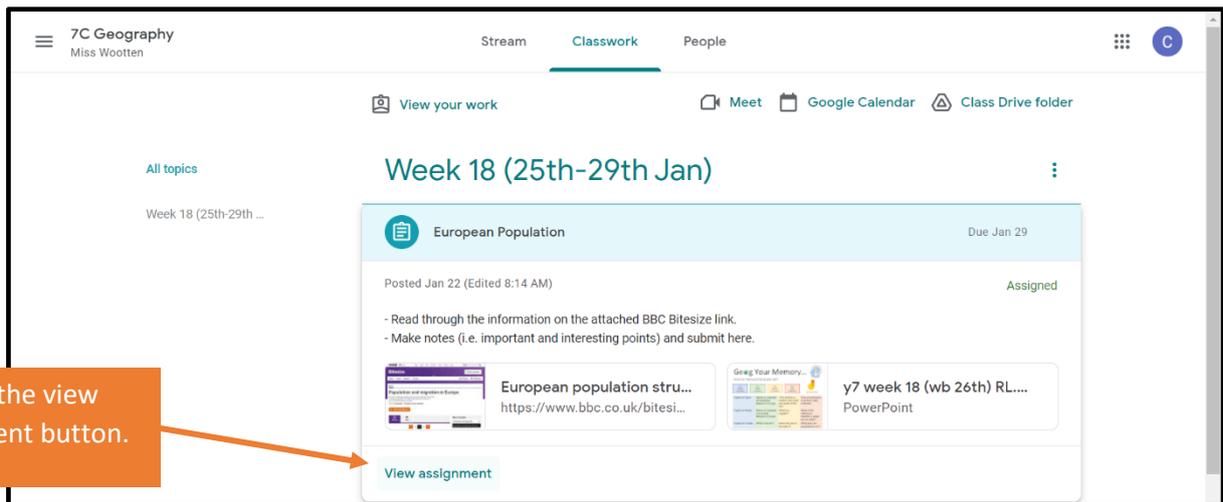


Support with submitting work on google classroom

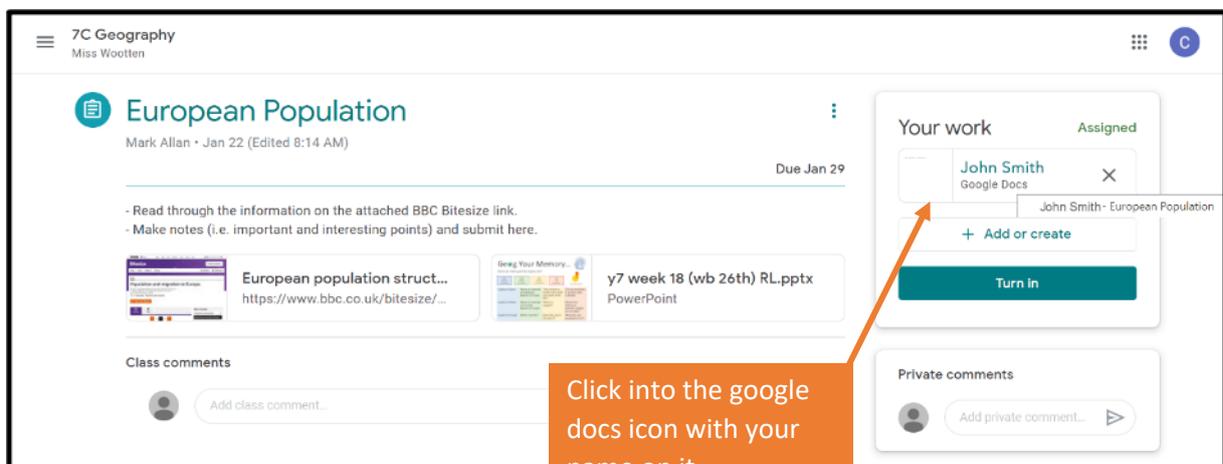
If submitting your work in a google document:



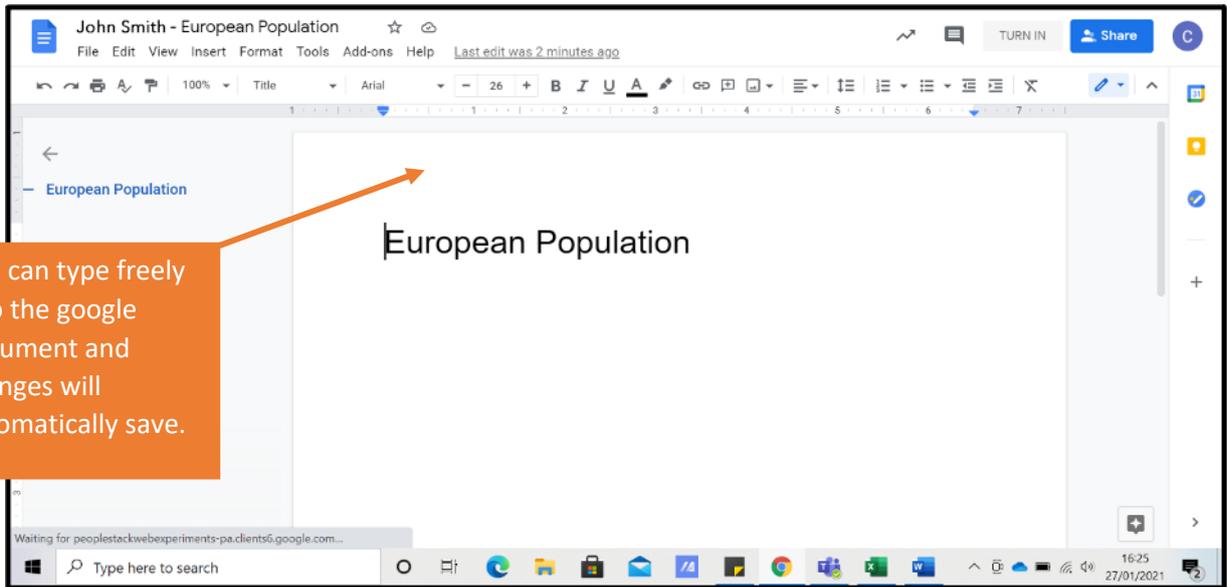
When in the google classroom, click on the classwork tab and find your assignments for that week.



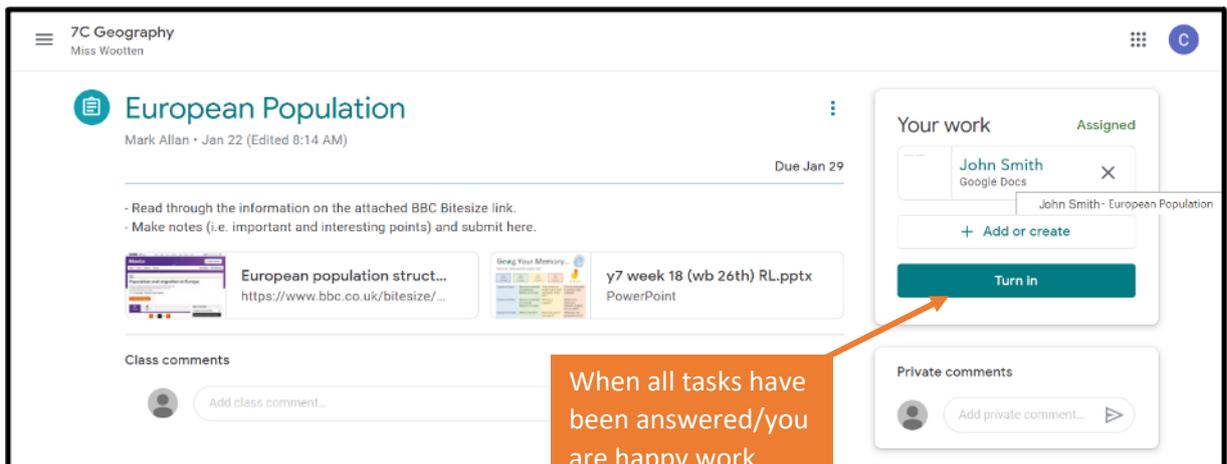
Click on the view assignment button.



Click into the google docs icon with your name on it.



You can type freely into the google document and changes will automatically save.



When all tasks have been answered/you are happy work work is finished, close the document and then click the turn in button to submit.

If submitting your work in a google slides:

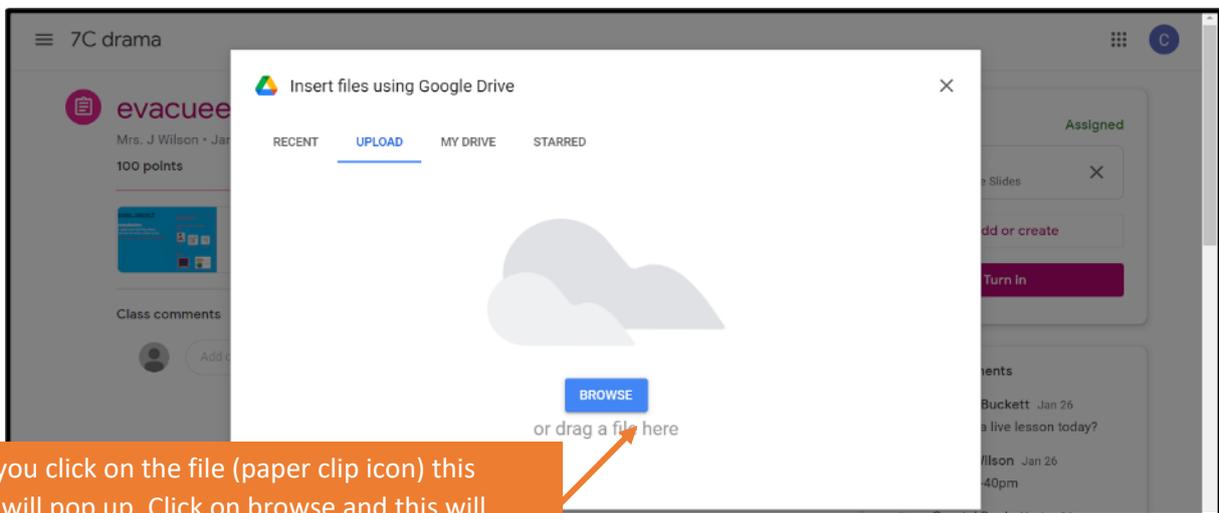
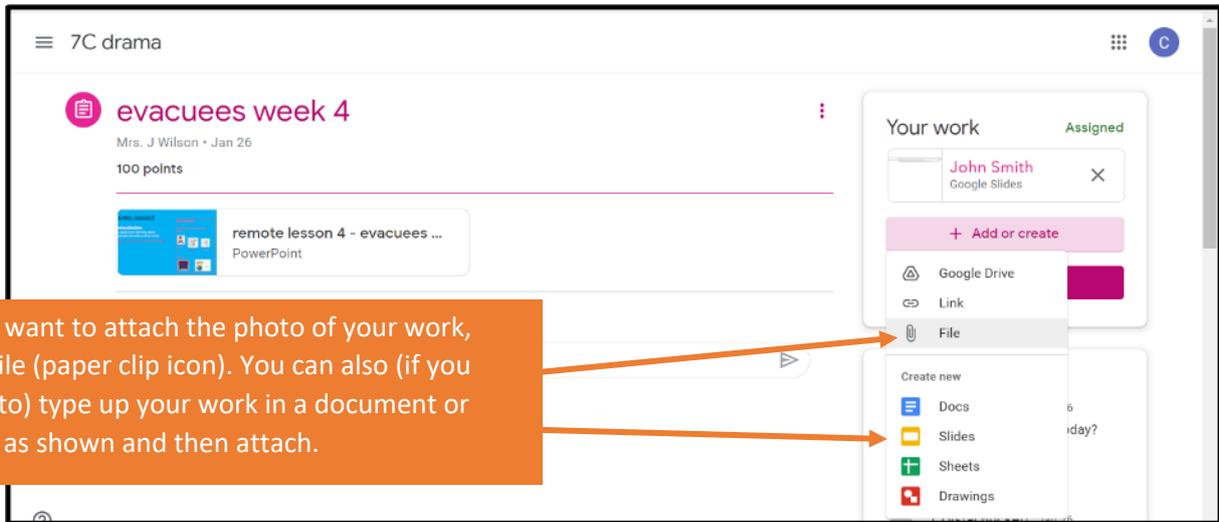
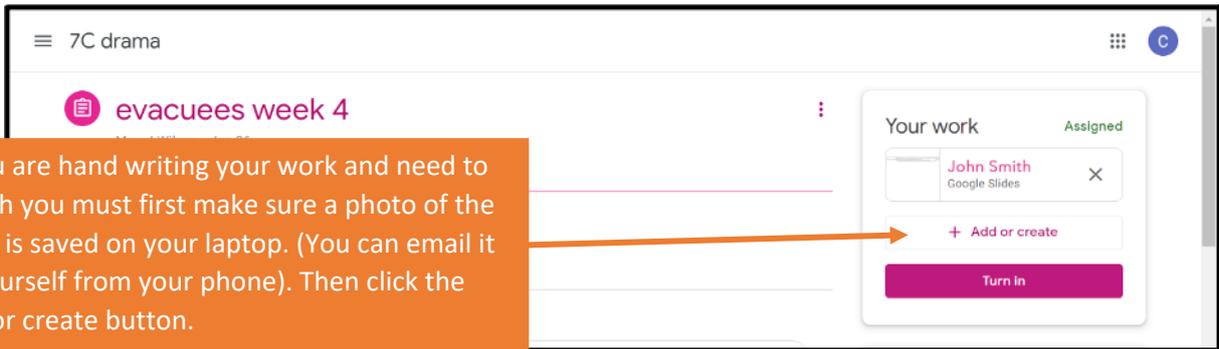
Follow all of the above steps up to clicking into the slides:

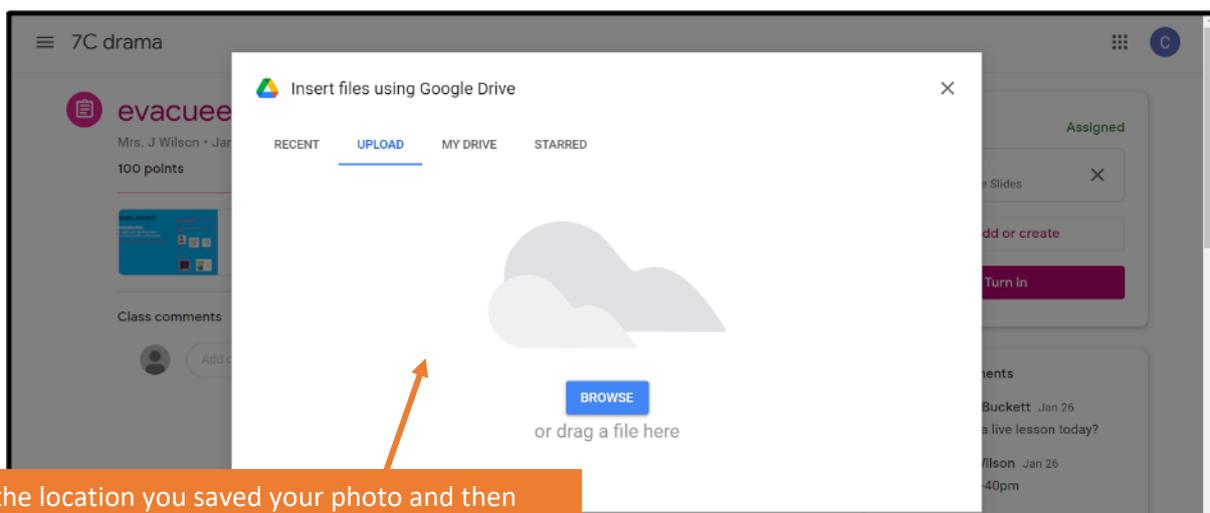
The screenshot shows a Google Classroom assignment page for 'evacuees week 4' by Mrs. J Wilson, assigned on Jan 26, worth 100 points. A 'Your work' panel on the right shows the student 'John Smith' has submitted a 'Google Slides' file. An orange callout box with an arrow pointing to the 'John Smith Google Slides' entry contains the text: 'As with before, click in to the google slides with your name on it and a new tab will open up.'

The screenshot shows a Google Slides presentation titled 'John Smith - 4a. WORKSHEET 4'. The interface includes a menu bar (File, Edit, View, Insert, Format, Slide, Arrange, Tools, Add-ons, Help) and a toolbar. The main slide area contains a 'NAME:' field, a task instruction: 'Task TWO Write a short scene for up to 3 character of some evacuees on the way to their new home. This should be set on the train whilst travelling to the countryside. Record your script below. Alternatively you can use your own paper and upload a photo.', and a 'WEEK FIVE' label. An orange callout box with arrows pointing to the 'Text box' icon in the toolbar and a text box on the slide contains the text: 'To type your work, click on the text box icon and draw a box with it on the slide-you can then freely type into this. If you need a new slide, click the “+” icon in the top left corner and then add a text box to the slide.'

The screenshot shows the same Google Classroom assignment page as the first image. The 'Your work' panel now shows the 'Turn In' button highlighted in purple. An orange callout box with an arrow pointing to the 'Turn In' button contains the text: 'As before with the google doc, the slides will automatically save so when you are finished your work you can close it down, then click turn in to submit.'

If submitting your work as an attachment:





Find the location you saved your photo and then click open. It will upload and attach and then all you need to do is click turn in.