

Welcome! The Training will begin shortly!

Please mute your microphone.



If you have a question during the training please type it in the chat . There will be a time for questions at the end of the training.





Google Classroom Overview

Presented by Samantha Waidler-
Jaramillo



About The Presenter

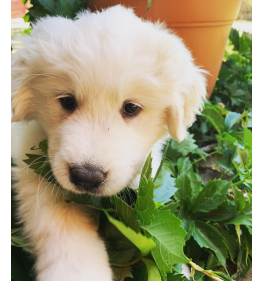
Hello! I am Samantha Waidler -Jaramillo.

I am new to Española Public Schools and will be teaching 3rd/4th grade at Dixon Elementary.

I have a Masters Degree in education technology with an emphasis in online teaching.

I am a Level 1 and 2 Google Certified Educator

I currently live in Velarde with my husband and our two dogs!



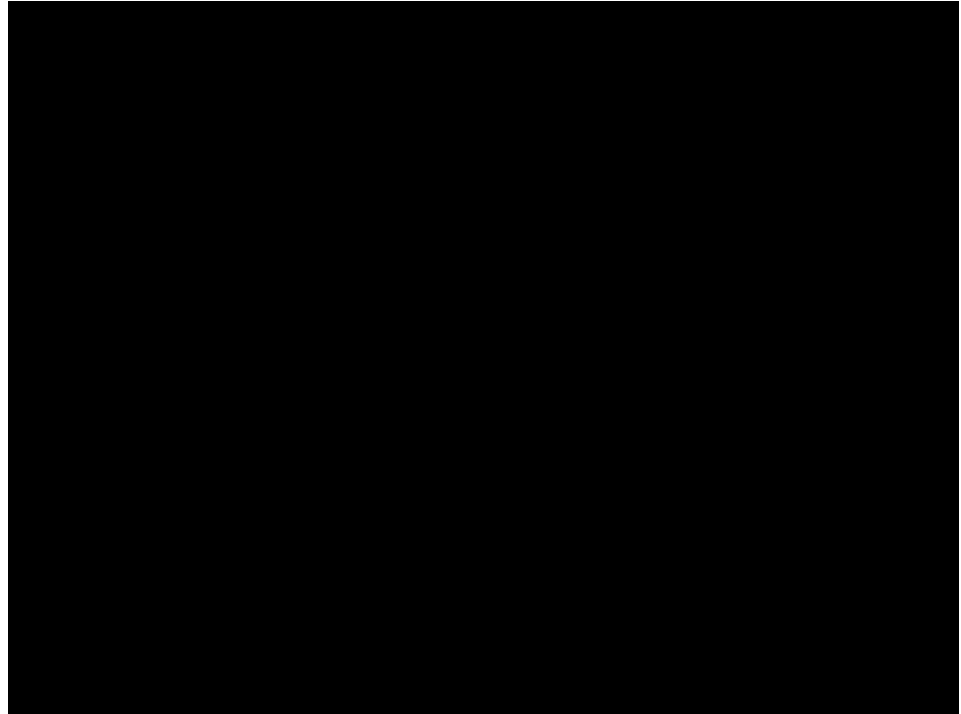
Agenda

- What is Google Classroom?
- How to create a Google Classroom
- How make announcements (and change your settings Stream Settings)
- How to create topics/assignments
- How to add students/ teachers
- Incorporating outside resources
- Experiencing Google Classroom from the point of view of a student.
- Q&A



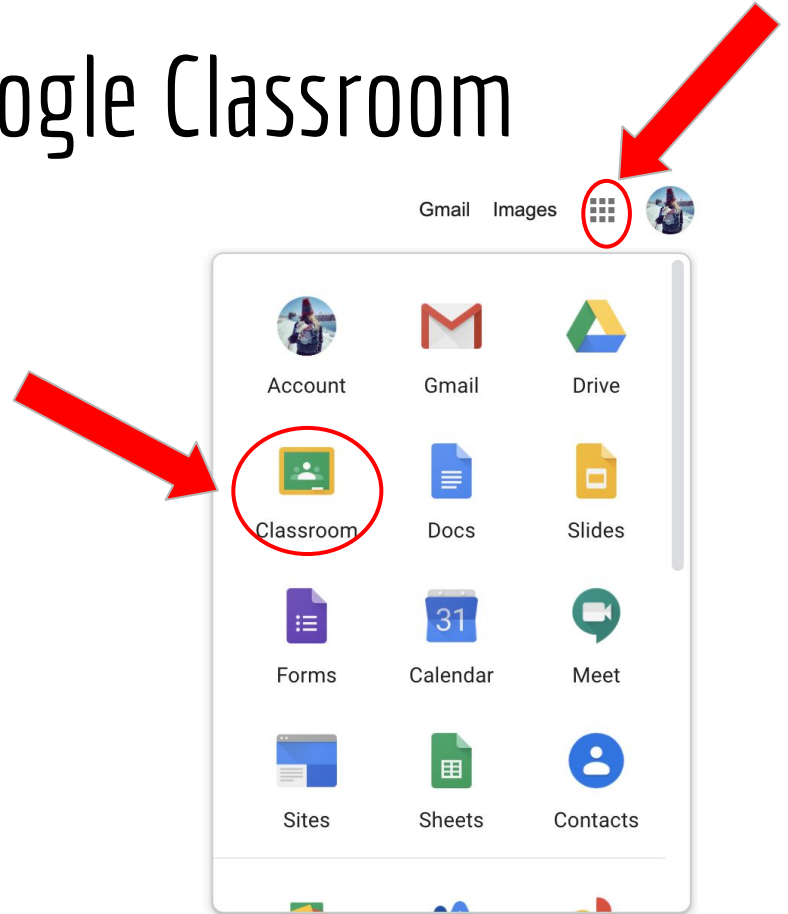
What is Google Classroom? Why should I use it?

Google Classroom is a learning management system (LMS). Basically, this is where you can organize assignments, teaching materials, post announcements and so much more! Your students will be able to access your Google Classroom at school and at home.



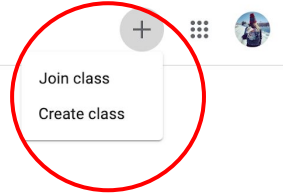
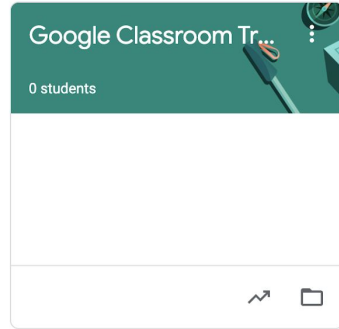
Accessing and Creating a Google Classroom

Click on the “waffle” to find Google Classroom.



Accessing and Creating a Google Classroom

☰ Google Classroom



Accessing and Creating a Google Classroom

Create class

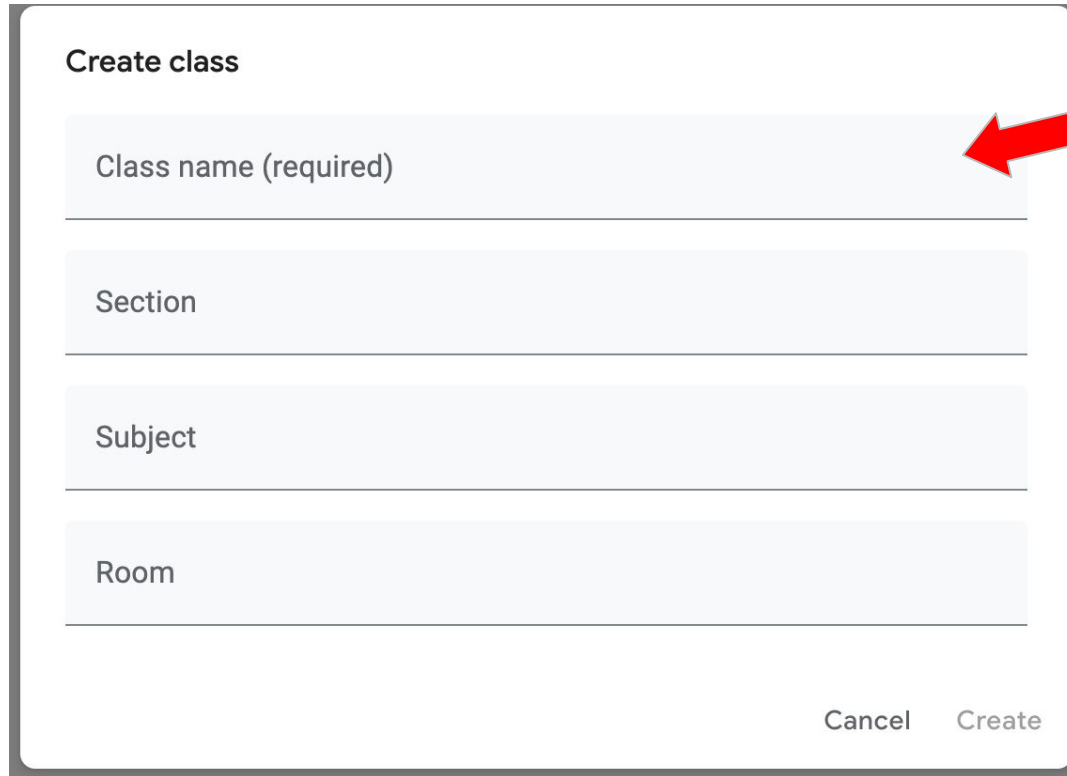
Class name (required)

Section

Subject

Room

Cancel Create



Ok, I am going to go through those steps live so you can see one more time.

Making Announcements/ Changing your Settings!

Stream

Classwork

People

Grades

Test

Class code `gymb7i` 

Meet link [Generate Meet link](#) 

Select theme
Upload photo

Upcoming

No work due soon

[View all](#)



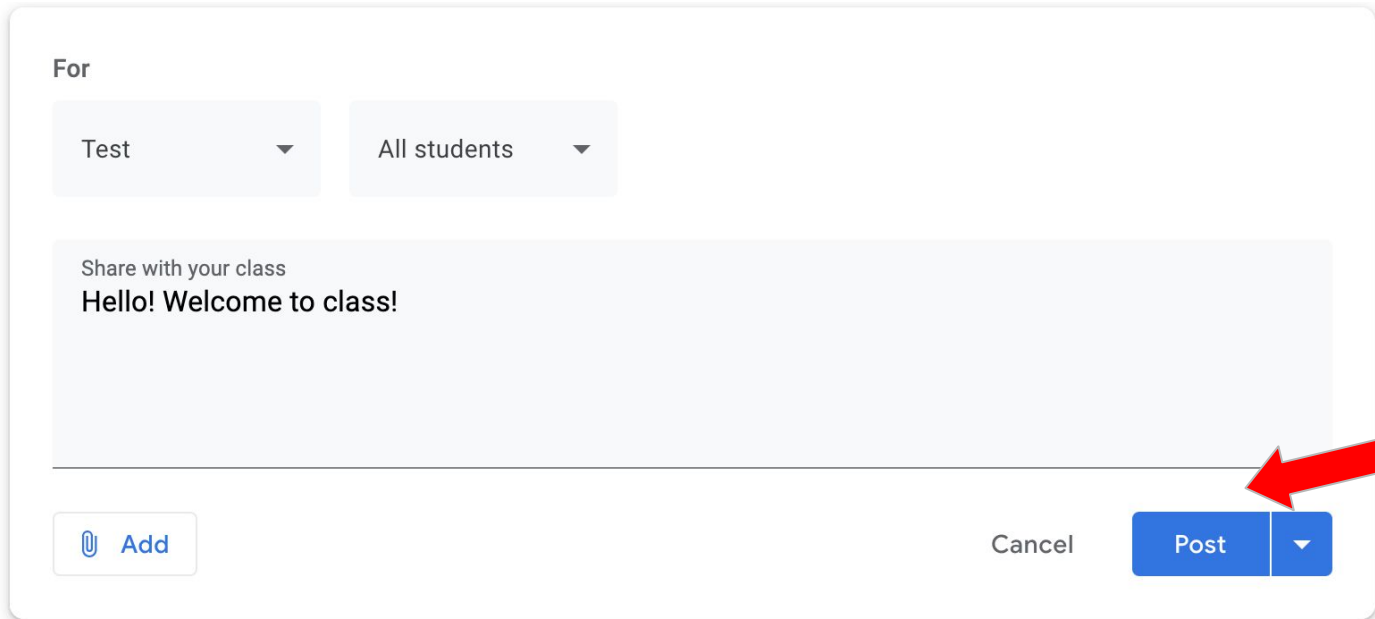
Share something with your class...



Communicate with your class here

Making Announcements/ Changing your Settings!

Here you can post announcements to multiple classes, specific students, add links, etc! You can post your announcement right away, save a draft, or schedule it to be posted at a specific time.




The screenshot shows a user interface for creating an announcement. At the top, under the heading "For", there are two dropdown menus: the first is set to "Test" and the second is set to "All students". Below these is a large text area with the placeholder "Share with your class" and the text "Hello! Welcome to class!". At the bottom left is a button with a paperclip icon and the text "Add". At the bottom right are three buttons: "Cancel", "Post", and a dropdown arrow. A red arrow points to the "Post" button.

For

Test ▼ All students ▼

Share with your class
Hello! Welcome to class!

 Add

Cancel Post ▼

Making Announcements/ Changing your Settings!

Changing your theme is a great way to personalize your class! If you have multiple classes having different themes can help you stay organized.

The image shows a screenshot of a class interface. At the top, there are navigation tabs: **Stream**, **Classwork**, **People**, and **Grades**. Below these is a green header area with the text **Test**, **Class code gyrb7i**, and **Meet link Generate Meet link**. A red arrow points from the 'Classwork' tab to a 'Select theme' button in the bottom right corner of the header area. To the right, a 'Gallery' window is open, displaying a grid of six theme options. A red arrow points from the 'Select theme' button to the 'Gallery' window. The 'Gallery' window has tabs for **General**, **English & History**, **Math & Science**, **Arts**, **Sports**, and **Other**. The 'General' tab is selected, showing six theme thumbnails. At the bottom of the gallery, there are two buttons: **Select class theme** and **Cancel**.

Making Announcements/ Changing your Settings!

There are a few setting that it is good to be aware of to manage your class stream. Click the gear icon to access settings.

Stream

Classwork

People

Grades



Test

Class code gyrb7i

Meet link [Generate Meet link](#)

Select theme
Upload photo

Making Announcements/ Changing your Settings!

Scroll down to “General” and consider making it so that students can only comment.

General

Class code

gyrnb7i ▾

Stream

Students can post and comment ▾

Classwork on the stream

Show condensed notifications ▾

Show deleted items

Only teachers can view deleted items.



Students can post and comment

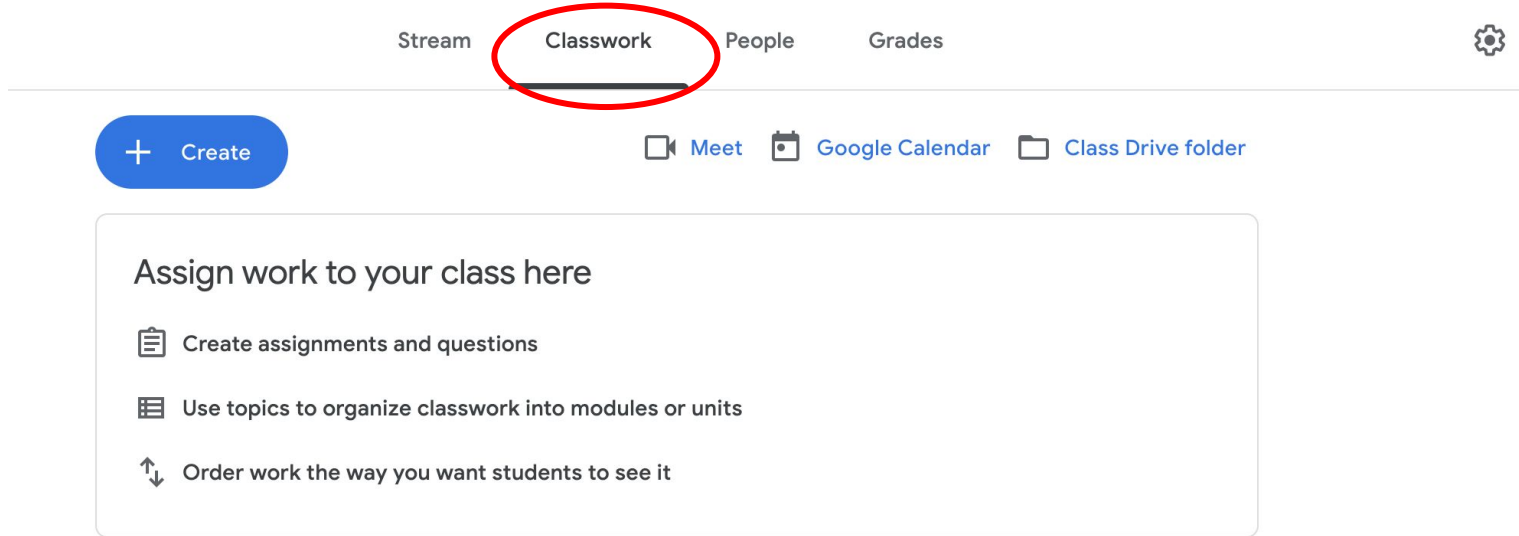
Students can only comment

Only teachers can post or comment


Ok, once again I will go through those steps live! So you can see the process again.

Creating Topics and Assignments!

You are going to move over to the classwork tab. Assignments will still be present in the stream when you post them!






The screenshot shows the top navigation bar of Google Classroom. The 'Classwork' tab is highlighted with a red circle. Below the navigation bar, there is a blue 'Create' button and three icons: 'Meet', 'Google Calendar', and 'Class Drive folder'. A large white box with rounded corners contains the heading 'Assign work to your class here' and three list items: 'Create assignments and questions', 'Use topics to organize classwork into modules or units', and 'Order work the way you want students to see it'.

Stream **Classwork** People Grades 

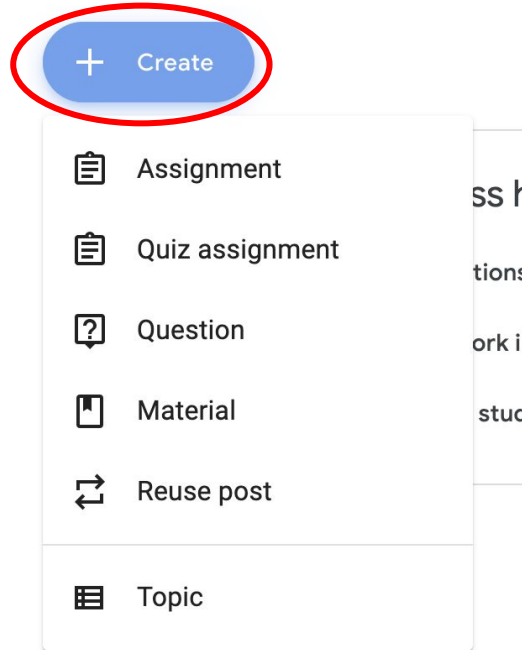
[+ Create](#) [Meet](#) [Google Calendar](#) [Class Drive folder](#)

Assign work to your class here

-  Create assignments and questions
-  Use topics to organize classwork into modules or units
-  Order work the way you want students to see it

Creating Topics and Assignments!

Click "Create" to get started! Creating topics will keep your assignments organized. Then decide which type of assignment you want to create!



Creating Topics and Assignments!

Lots of options for creating an assignment. Start by giving each assignment a title and giving instructions.

× Assignment Assign ▼

📄 Title

☰ Instructions (optional)

📎 Add + Create

For

Test ▼ All students ▼

Points

100 ▼

Due

No due date ▼

Topic

No topic ▼

Rubric

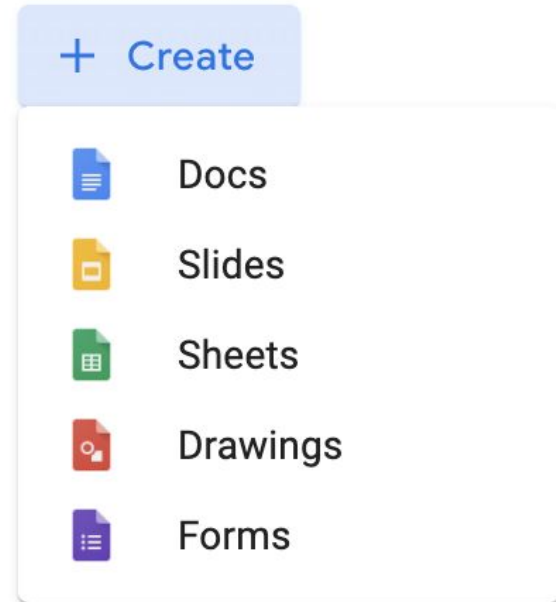
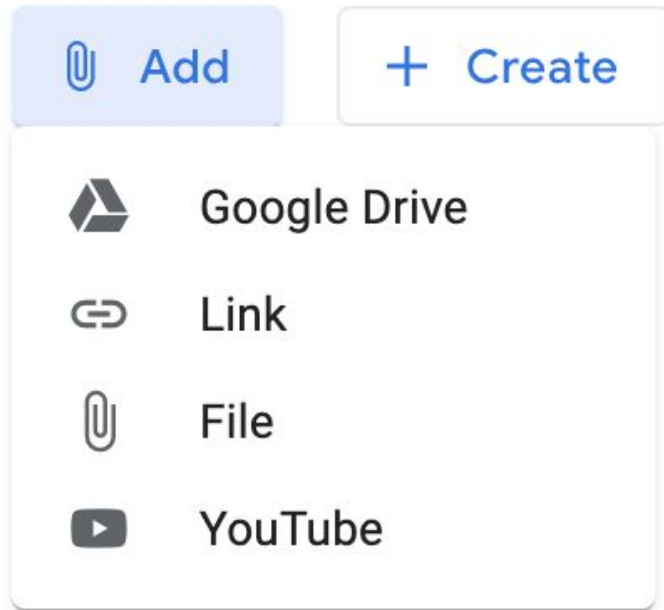
+ Rubric

Originality reports [Learn more](#)

?

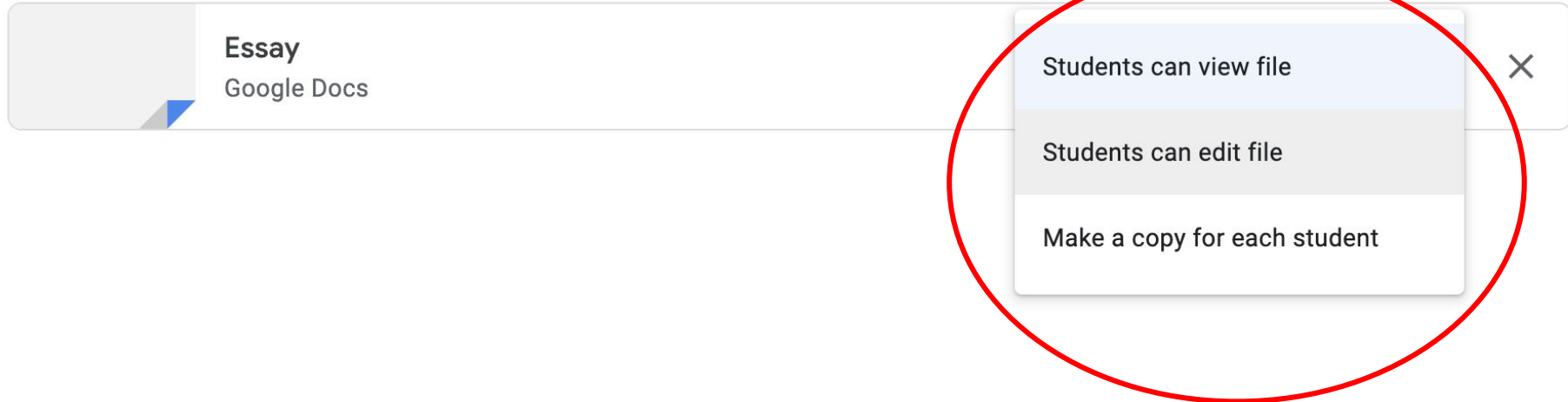
Creating Topics and Assignments!

For each assignment you can add files, links, and videos. You can also create from within the assignment.



Creating Topics and Assignments!

For many attachments you can decide how students will interact with that file. You can have them just view something (good for instructions, rubrics, PDFs, etc.), you can have them all edit the file (good for when you want the whole class to collaborate on one document), or you can make a copy for each student (good for when you want them to work individually).



The image shows a horizontal bar representing a Google Docs attachment. On the left, there is a document icon with a blue tab, followed by the text "Essay" and "Google Docs". To the right of this bar is a dropdown menu with three options: "Students can view file", "Students can edit file", and "Make a copy for each student". A red circle highlights the entire dropdown menu area.

Essay
Google Docs

- Students can view file
- Students can edit file
- Make a copy for each student

Creating Topics and Assignments!

You can assign assignments to multiple classrooms or only specific students, you can set up the point value of the assignment, set a due date, place the assignment in a specific topic (Good for keeping your classroom organized), you can now add a rubric (brand NEW feature!), and you can use originality reports.

Ok, once again, let's review all of that live!

For

Test

All students

Points

100

Due

No due date

Topic

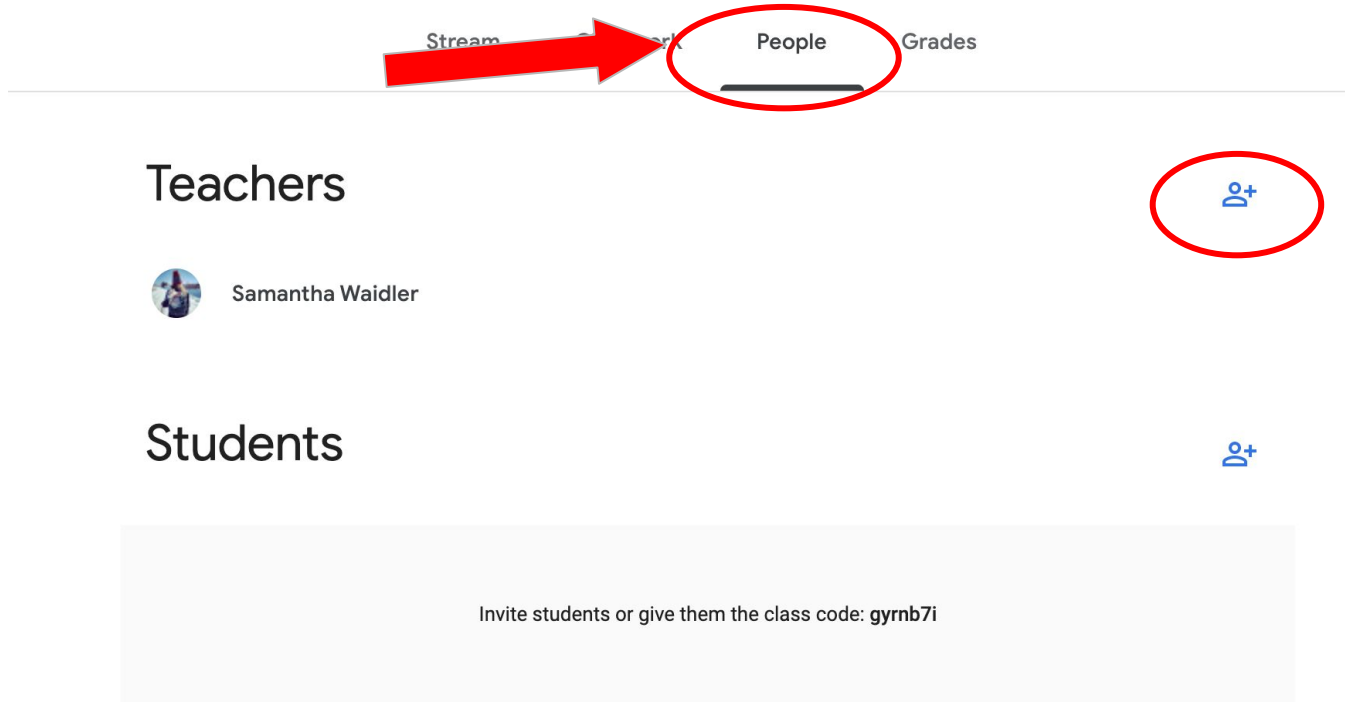
No topic

Rubric

+ Rubric

Originality reports
[Learn more](#)


Adding Teachers and Students to your Class!



The screenshot shows a navigation bar with three tabs: "Stream", "People", and "Grades". A red arrow points to the "People" tab, which is also circled in red. Below the navigation bar, there are two sections: "Teachers" and "Students". In the "Teachers" section, there is a profile for "Samantha Waidler" with a circular profile picture. To the right of the "Teachers" section is a red circle containing a blue "D+" icon. In the "Students" section, there is a blue "D+" icon. At the bottom of the page, a light gray box contains the text: "Invite students or give them the class code: gyrb7i".

Stream **People** Grades

Teachers

 Samantha Waidler

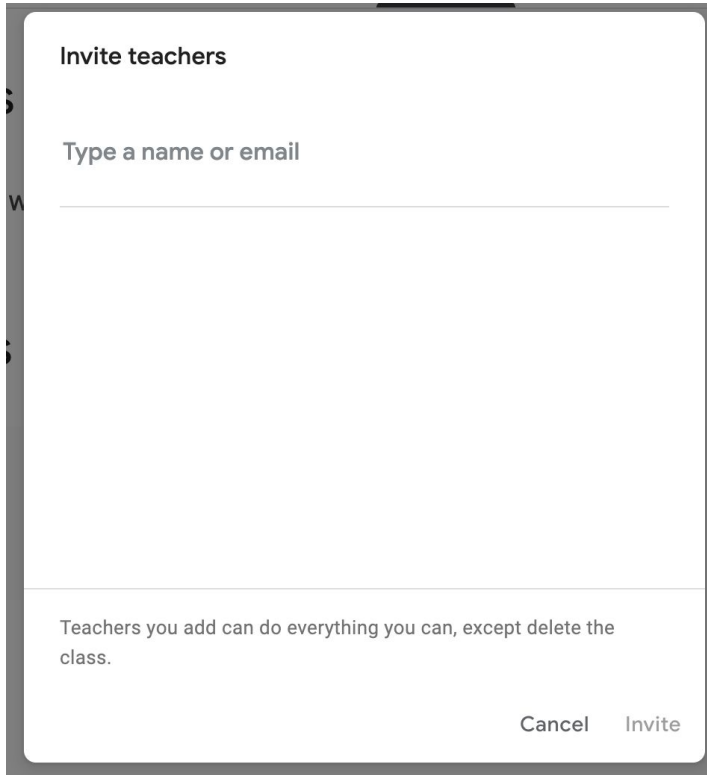
D+

Students

D+

Invite students or give them the class code: **gyrb7i**

Adding Teachers and Students to your Class!

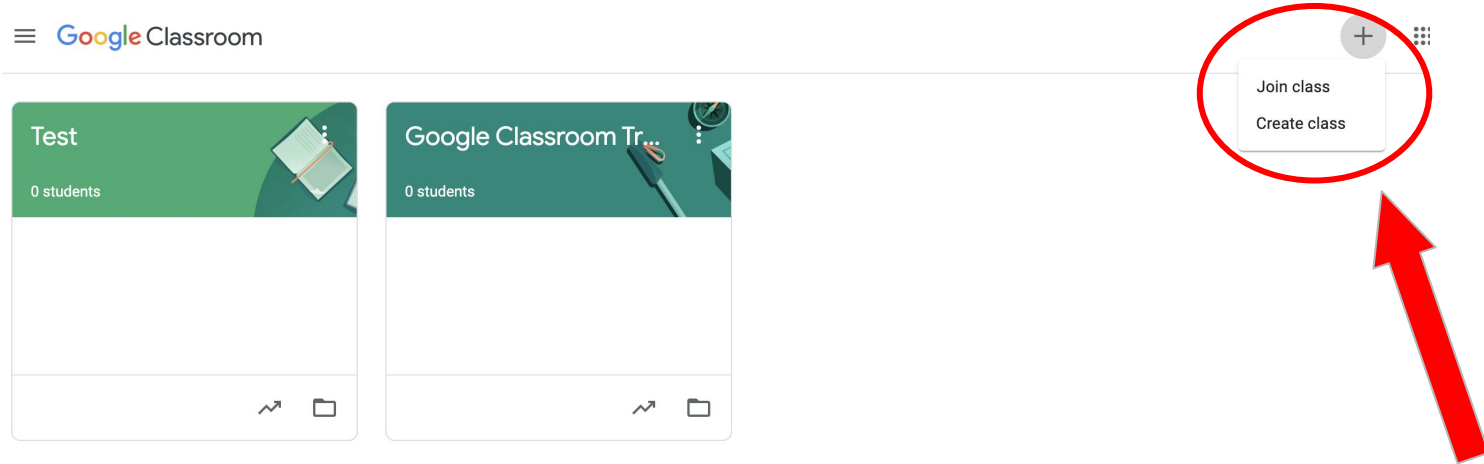


The image shows a screenshot of the 'Invite teachers' dialog box in Google Classroom. The dialog has a white background with a grey border. At the top, it says 'Invite teachers'. Below that is a text input field with the placeholder text 'Type a name or email'. At the bottom of the dialog, there is a horizontal line separating the input area from the footer. The footer contains the text 'Teachers you add can do everything you can, except delete the class.' and two buttons: 'Cancel' and 'Invite'.

For both teachers and students you can add them simply by typing in their emails. This will invite them to the classroom. When they first go to the Google Classroom app they will see your class with an option to join.

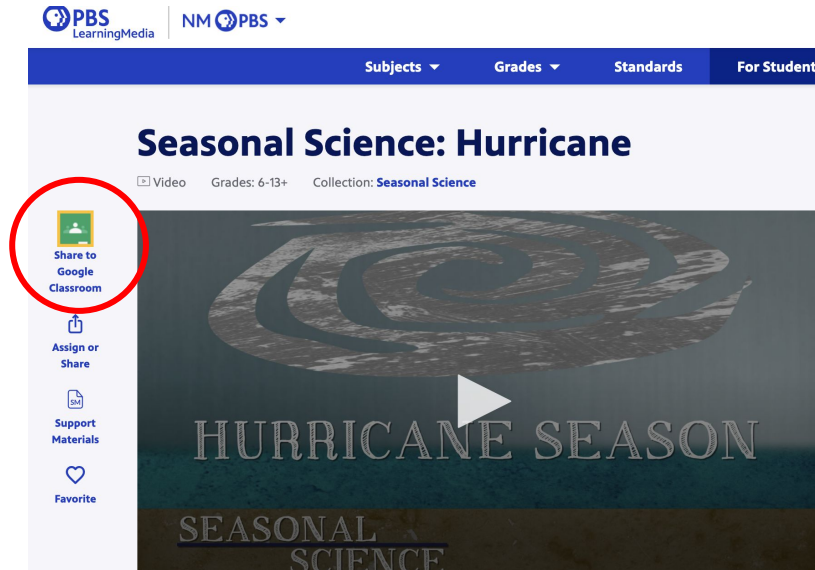
Adding Teachers and Students to your Class!

You can also have students join using the class code from the Google Classroom homepage.



Incorporating Outside Resources

Google Classroom works with many outside programs! You can often post to Google Classroom directly from sites like PBS Learning Media and Pearson. You can also import your classroom into programs like Khan Academy saving you the hassle adding students.



The screenshot shows the PBS Learning Media website. At the top, there are logos for PBS LearningMedia and NM PBS. Below the logos is a navigation bar with 'Subjects', 'Grades', 'Standards', and 'For Students'. The main content area features a video player for 'Seasonal Science: Hurricane'. On the left side of the video player, there is a sidebar with several icons: 'Share to Google Classroom' (circled in red), 'Assign or Share', 'Support Materials', and 'Favorite'. The video player itself has a play button and the text 'HURRICANE SEASON' and 'SEASONAL SCIENCE' overlaid on a background image of a hurricane.

Welcome! Get started by adding a class

Name your class

Enter your class name

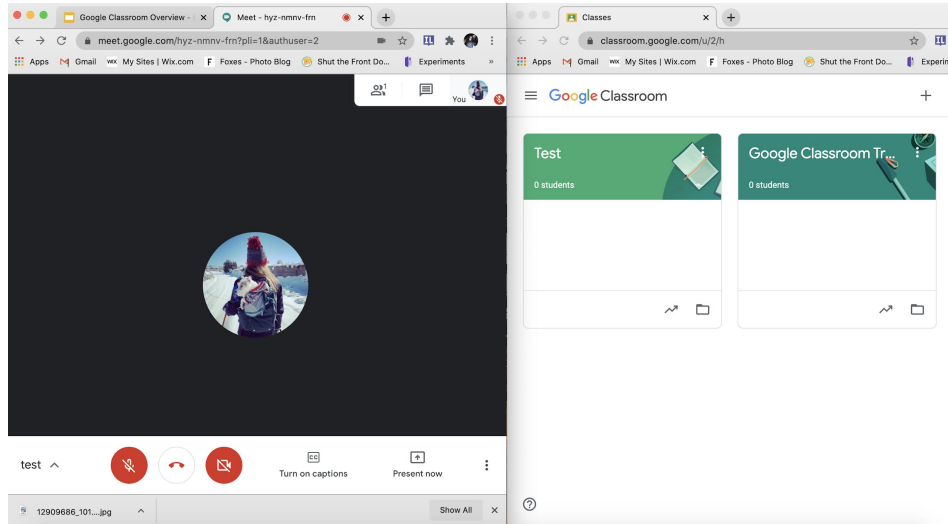
Class name 0 / 50

This class name is what your students will see.

Import your class from Google Classroom

Time to Experience Google Classroom from the Point of View of a Student!

I recommend you setup a split screen with two tabs so you can see both the presentation and the Google Classroom you will be joining. Let me demonstrate how to do that!



Time to Experience Google Classroom from the Point of View of a Student!

You must be signed in to your Google account. Go to the “waffle” and go to the Google Classroom homepage. Click the plus button and click “Join Class”. Then Enter the class code:



Join class

Create class



34uxnce



Time to Experience Google Classroom from the Point of View of a Student!

In this classroom I have created resources and assignments that can help you learn more about Google Classroom and even some other Google Applications. Take five minutes to explore now. You can always come back later to explore the resources in greater depth. When the timer goes off return to the presentation for Q&A and wrap-up.



Q & A

I will now take a few moments to answer questions. Thanks so much for your time today! I hope you found this presentation helpful! You can view this presentation anytime with the following link:

<https://drive.google.com/file/d/17ZGV9Qw6Fq0RmTJ1oKiPVKeslm1Cjv9x/view?usp=sharing>

Contact me: samantha.waidler@k12espanola.org

I would love your feedback! Please consider completing the following anonymous form:

https://docs.google.com/forms/d/e/1FAIpQLSdT4tUPHBjw95qVTZ0bCjG1cTZOtBn83NIZ_koSwh_R11weKQ/viewform?usp=sf_link

