

Access to Google Classroom

To access Google Classroom, children / parents will need to log on using their **LGFL username@stmary-rc.greenwich.sch.uk** and password in the following format. This has already been provided to children.

Google Classroom shortcut: <https://classroom.google.com/a/stmary-rc.greenwich.sch.uk>

If your LGFL Username is smith13.203 then your username for Google Classroom would be:

smith13.203@stmary-rc.greenwich.sch.uk

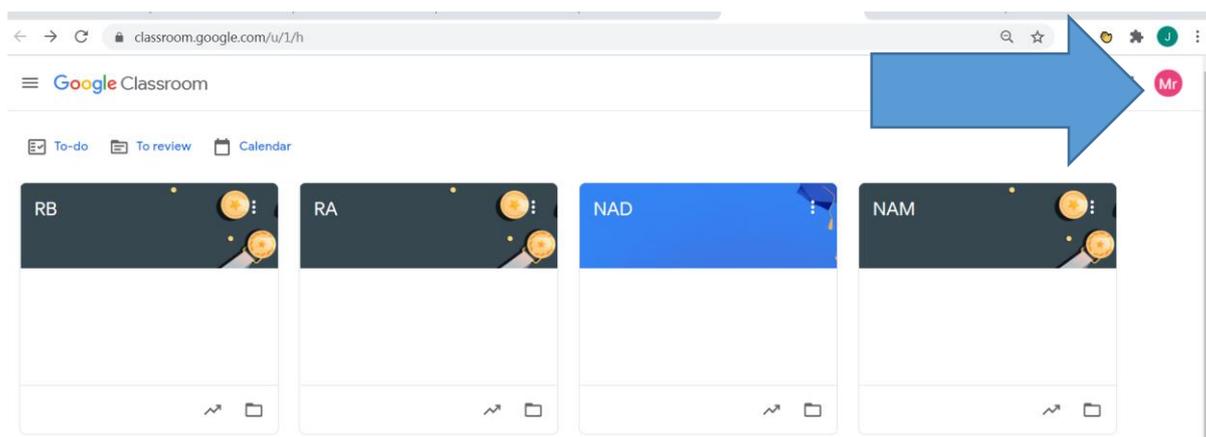
Password would be your normal LGFL Password.

Username: smith13.203@stmary-rc.greenwich.sch.uk

Password: e.g. sudden2

NB. The most common problem that people face is that Google automatically logs them in using a parent personal Google email address. A code is not needed to enter the classroom.

Click on the coloured button on the top right and click add another account.



Account login page (First time).

Google

Sign in

Use your Google Account

[Forgot email?](#)

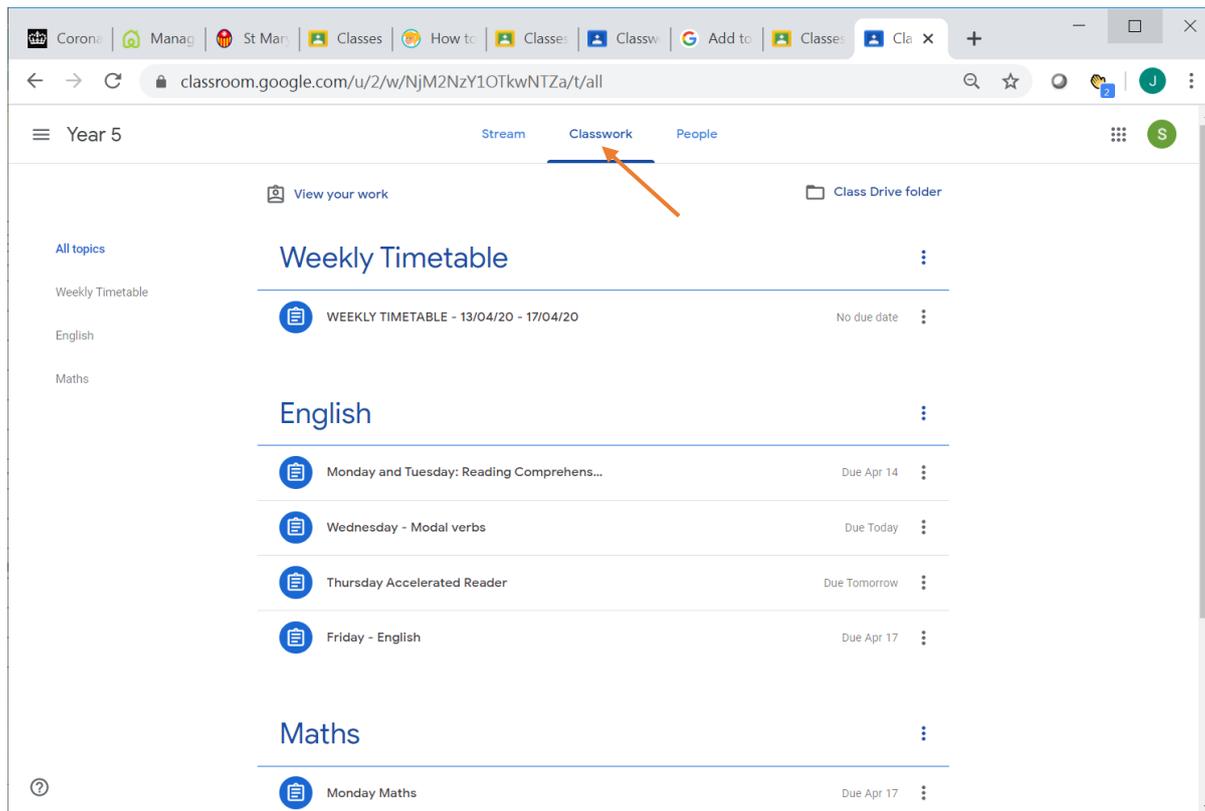
Not your computer? Use Guest mode to sign in privately.

[Learn more](#)

[Create account](#)

To access work set:

1) Click on the Classwork Tab and you should see your work set for that week.



Uploading / Submitting work:

We would the children to submit your work as the teachers want to see what the children are doing and it is much better motivation for the children if they know that someone is looking at their work.

There are a few ways that you can do this:

- 1) Some documents will be available to open with Google Docs (a Google version of Microsoft Word). If a document is editable, it will appear in your documents and you can edit it live on screen. (See video from Mr Sims)
- 2) You can write your answers on a piece of paper and submit the work. It is not necessary to print the worksheets out. For the teachers to see it, ask your adult to take a photo and submit it via Google Classroom.
- 3) You can download a document, then save it and re-upload it Google Classroom.

Please don't worry about this as the more that you use it, the more confident you will become.

Please direct any questions to your class teacher or the school office.

