

## Purpose:

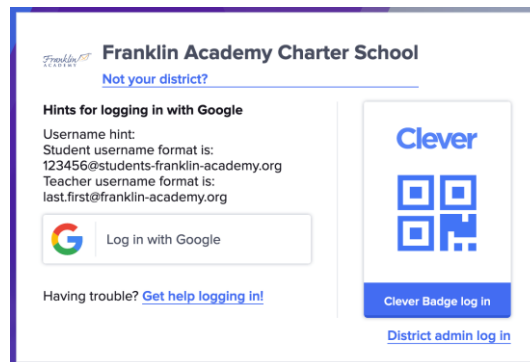
Google Classroom is a free web service, developed by Google for schools, that aims to simplify creating, distributing, and grading assignments in a paperless way. The primary purpose of Google Classroom is to streamline the process of sharing files between teachers and students.

This document will demonstrate how to access Google Classroom and join a class with the class code your teacher has shared.

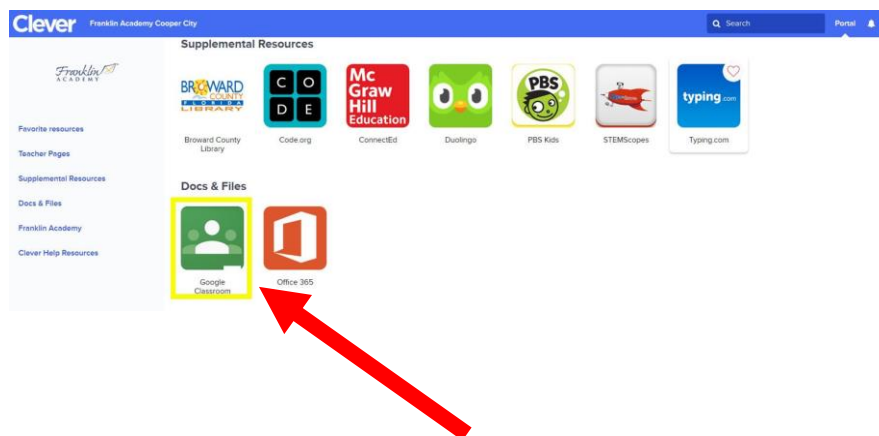
*NOTE: There is no Parent/Guardian login to Google Classroom. Only teachers and students can login. However, parents can sign-up for automated summary emails*

## Procedures:

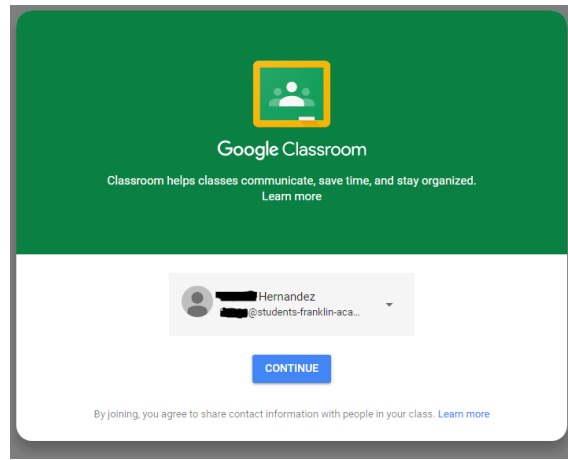
- 1) Log onto Clever ([clever.franklin-academy.org/](https://clever.franklin-academy.org/))



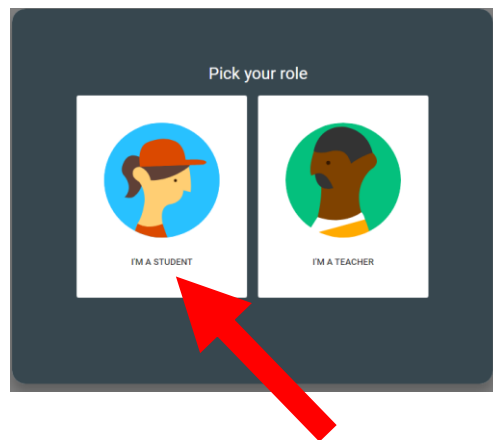
- 2) Select the "Google Classroom" App



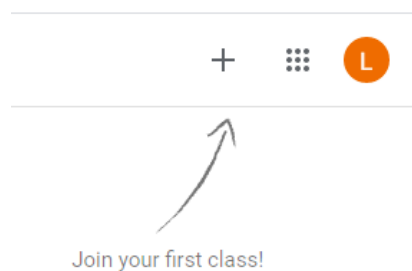
- 3) When prompted to join Google Classroom, select the "Continue" button.



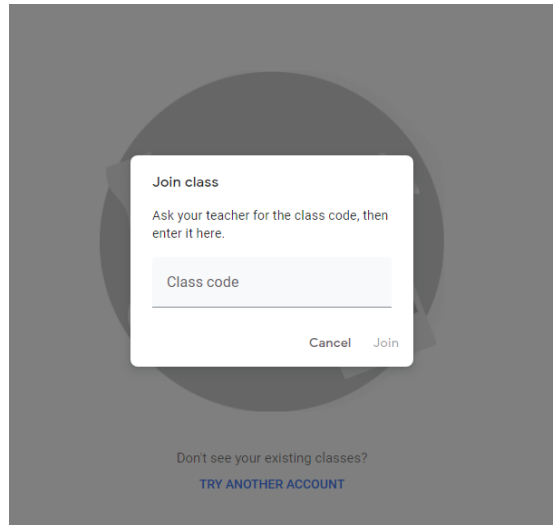
4) When asked to pick your role, click the “I’m a student” image.



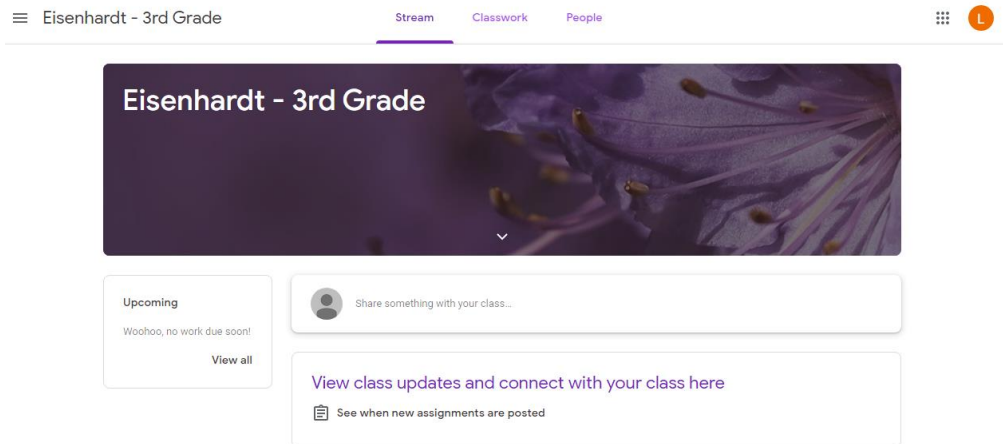
5) In the top right corner of the screen, click the “plus” sign to join your first class.



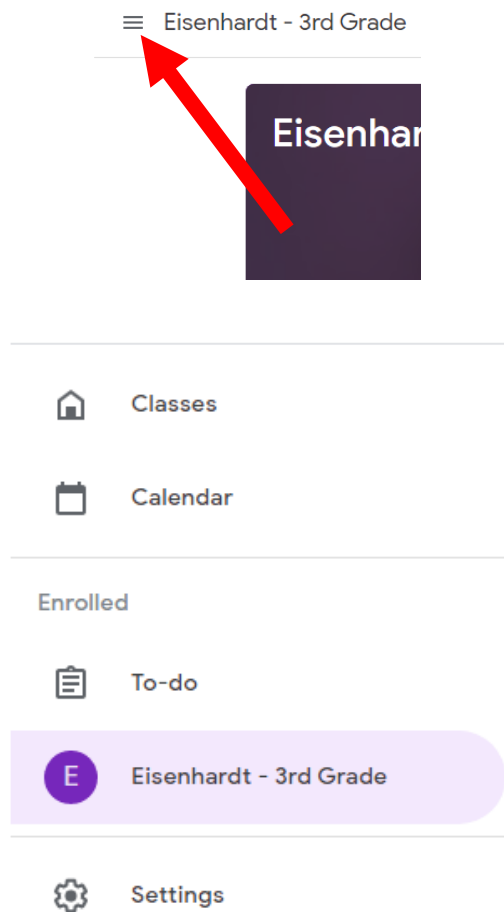
6) Your teacher(s) should have already emailed your parents the class code. Enter the provided code and click the “join” button.



7) After entering a valid code, you will be redirected to the “Stream” for your class.



8) Clicking the three horizontal lines in the top left-hand corner of your screen will allow you to return to your Classes “homepage” or to switch to any other Class you have previously joined.



**Congratulations, you've successfully joined your first Google Classroom Class!**