

Substitute Training

Google Classroom

Students prepared for their future.



What is Google Classroom?

- A digital portfolio that collects student's digital and physical work in one place.
- Google Classroom is an online platform (both an APP and a Website)
- A space that each student can own
- A space for teachers to grade assignments and provide feedback to students.

How are teachers using Google Classroom?

- Google Classroom is an optional tech tool. Some classroom teachers are using Google Classroom and some are not.
- Teachers can assign work for students to submit digitally
- Students can select from a variety of options when submitting assignments (see right side of screen)
- If the classroom teacher uses Google Classroom, they should add you as a co-teacher to their Google Classroom account.

How are students using Google Classroom?

- Examples of what students can turn in to Google Classroom include: Documents, Links to Videos, PowerPoints, Google Docs
- Students can see feedback and their assignments graded by their teachers all within Google Classroom.

Account Set Up: Teachers

- The district will provide teachers with their Google account.
- Teachers can access their accounts by going to classroom.google.com OR by downloading the Google Classroom APP on an iPad
 - Teachers log in by using the following information:
 - NetworkID@students.olatheschools.com
 - Network Password
- If a teacher would like you to use Google Classroom as the substitute, they may add you as a co-teacher to their Google Classroom

Account Set Up: Students

- Most likely, students will have accessed Google Classroom before you arrive to sub in their classroom. There are 2 ways students can sign in:
 - The Google Classroom APP
 - Through the website: [Classroom.google.com](https://classroom.google.com)
- Students can click on their classroom and begin to submit assignments as required by their teacher.

What will YOU do with Google Classroom as a sub?

- Once the teacher adds you as a co-teacher to their Google Classroom, you can sign in using the Classroom APP or the website (classroom.google.com)
- Grade assignments as they are submitted by each student and provide feedback if needed.
- You will still need to enter these grades into Synergy Gradebook.

Resources for YOU!

- Google Classroom Help Center:

<https://tinyurl.com/m7j4nzt>

- Google Classroom User Guide:

<https://tinyurl.com/yy4pabsp>

Questions?

If you have questions about Google Classroom
or need assistance with Google Classroom,
please contact the Help Desk at
913-780-8058

or

helpdesk@olatheschools.org.

Thank you!! 😊