



Hawkesbury High School

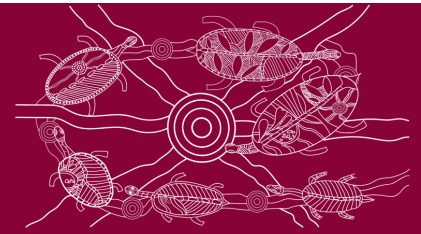
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Google Classroom Quick Start Guide

Step 1: LOG IN

- Log into student portal: <https://student.det.nsw.edu.au>
- Conditions of Use → Select 'Agree'
- Learning Tab (middle left) → Select 'more' → Select 'G Suite' (Google Apps for Education)

student portal

Step 2: JOIN NEW CLASS

- Option 1:
 - Select 'Classroom' → Select the '+' in the top right corner.
 - Select 'Join Class' → Enter 'Class Code' (given by your teacher)
- Option 2:
 - Check you emails for an invitation to join a google classroom → Follow prompts



Classroom

Connect with your class online

Step 3: OPTIONS (TOP TABS)

- Stream (Announcements)
 - Messages from your teacher and a place to post questions and comments
- Classwork (Set tasks):
 - Where your teacher posts and you upload class, homework and assessment tasks
- People:
 - Lists the people who are in the google classroom

Stream

Classwork

People

Step 4: STREAM

- 'Stream' tab at the top of the page is for posting a question or comment



- Question/Comment options: Attachments, Google Drive, YouTube or Link



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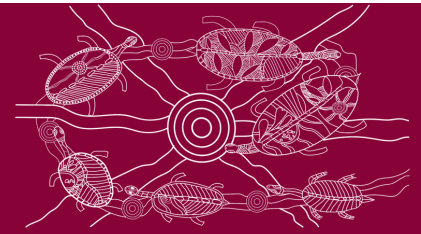
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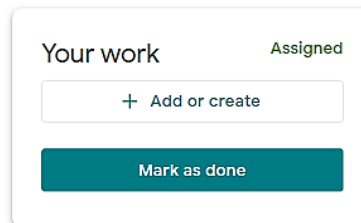
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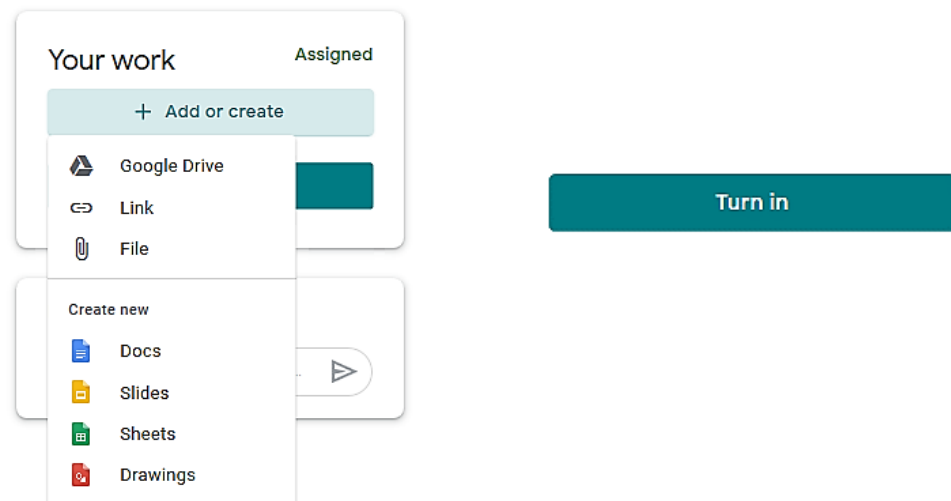
Step 5: CLASSWORK

- How to upload work for a class, homework or assessment task

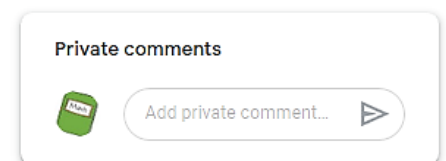
- 1) Select 'View Assignment'.
- 2) Go to 'Your work' (top right).



- 3) Select '+ add or create' and select what type of file or link you want to add
- 4) Select 'Upload' → Select 'Turn it in'



- 5) Optional: You can post private comments to your teacher



Step 6: DOWNLOAD APP (Optional)

- Download the Google Classroom app on your iPhone or Android.
- You will receive notifications when your teacher has posted work or comments.
- You can post work from your phone via the app.