School Gardens for Future Citizens

eSchool Garden

GOOGLE CLASSROOM

EDUCATIONAL TOOLS

CONTENT

eSchool Garden

GOOGLE SUITE & GOOGLE CLASSROOM

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WHAT IS GOOGLE SUITE FOR EDUCATION ?

G Suite for Education is a suite of **free** Google tools and services that are tailored for schools and homeschools. It is available globally to all educational institutions that qualify for it.

K–12 schools, higher-education institutions globally, are **eligible** for G Suite for Education if they meet certain criteria.K–12 and higher institutions must be a government-recognized, formally-accredited educational institution delivering nationally or internationally-approved certifications at primary, secondary, or third level. The institution applying for G Suite for Education must submit the application. G Suite can be used on **any device** from everywhere.
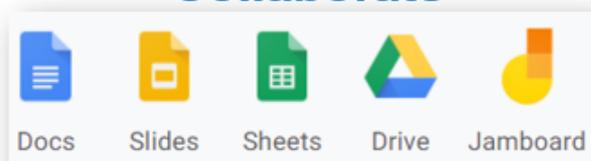
WHY USING GOOGLE CLASSROOM ?

Google Suite for Education is empowering learning while getting more time to focus on your students needs with flexible, secure, and easy-to-use tools that are free and built for education.
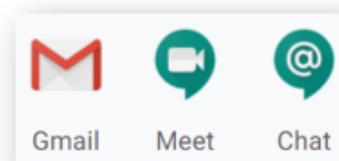
With Google Suite for Education you can :

- **Collaborate anywhere:** co-edit documents, spreadsheets, and presentations in real time.
- **Communicate your way:** connect your classroom with email, chat, and video.
- **Manage your classroom easy:** create classes, make assignments, give quizzes, and save time grading.
- **Organize your tasks:** build to-do lists, create task reminders, and schedule meetings.
- **Administer and scale confidently**: manage students, devices, and security so data stays safe
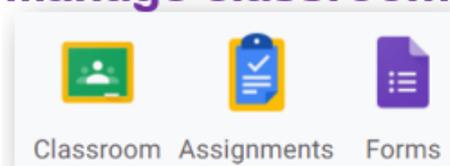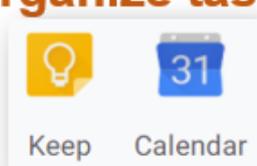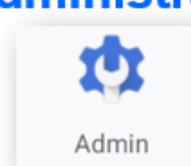
Collaborate

Docs   Slides   Sheets   Drive   Jamboard

Communicate

Gmail   Meet   Chat

Manage classroom

Classroom   Assignments   Forms

Organize tasks

Keep   Calendar

Administrate

Admin

G SUITE MAIN SERVICES

You can use all the main core services integrated in G Suite or select the ones that suit your classrooms needs.

BENEFITS

Google Docs, Spreadsheets, Presentations, and Forms are extremely useful for students and teachers, from the viewpoint of creating reports, noting down important information and lectures, preparing slide shows on subject topics, creating surveys to seek feedback and much more.

Unlimited cloud storage : the control for G Suite administrators provides 24/7 support, audit reports, eDiscovery tools, security and administration controls and various other facilities.

G Suite also provides native tools for data loss prevention as well as **cybersecurity.**

REFLEXIONS

*From the fundamental point of view, G Suite is a comprehensively hosted suite of **cloud-driven** services that provide productivity, collaboration and communication tools for teaching and learning.*

The present generation is extremely comfortable using Google's products. So when these students step into the professional world, they are more likely to prefer continuing on the powerful apps and tools from Google. G Suite

FIRST STEPS IN PRACTICE

GOOGLE CLASSROOM

Many teachers are using Google Classroom for Distance Learning. Some teachers are new to the platform and just setting it up. Some teachers need some organizational tips, and some have been using the platform for quite a while. Whatever your stage, you may find some usefull ideas and resources in this presentation..

WHY USING GOOGLE CLASSROOM ?

- *Helps teachers create and collect assignments paperlessly*
- *Includes time-saving features (i.e. make a copy of a Google Document*
- *for each student).*
- *Creates Drive folders for each assignment & student*

Students:

- *Can keep track of what's due on the Assignments page and begin working with just a click.*
- *Teachers can quickly see who has or hasn't completed the work, and provide direct,Real-time feedback and marks from within Classroom.t each plot presents different hydric requirements.*

COMPONENTS

In Google Classroom You can:
- *create and manage your classroom*
- *design assignments for projects*
- *create quiz test as forms for evaluation*

Manage classroom

Classroom   Assignments   Forms

You can also:
- *collaborate with your students with **video conference***
- ***post messages** and **announcements***
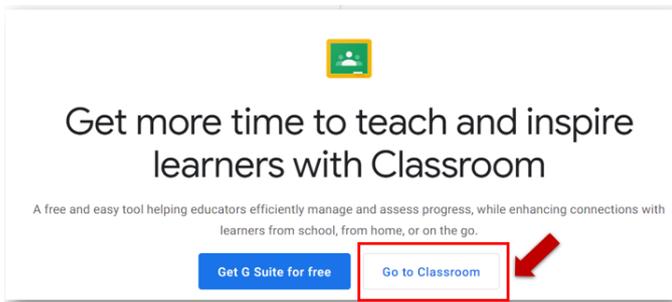- ***organize tasks***

Communicate

Gmail   Meet   Chat

1. Devices
(Computers, headphones, etc.)

3. Cloud Collaboration & Communication tools (Google Workspace)

5. Teacher
(You and a co-teacher maybe)

Google Workspace

2. Internet connection

4. Digital Curriculum (Videos, slides, etc.)
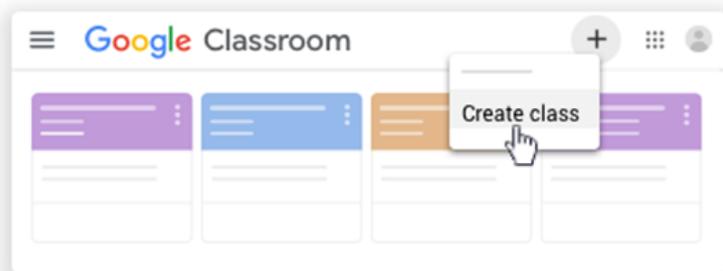
6. Students

FIRST STEPS:

1.Click to go to Google classroom !

2.To add a new class click on: **+**
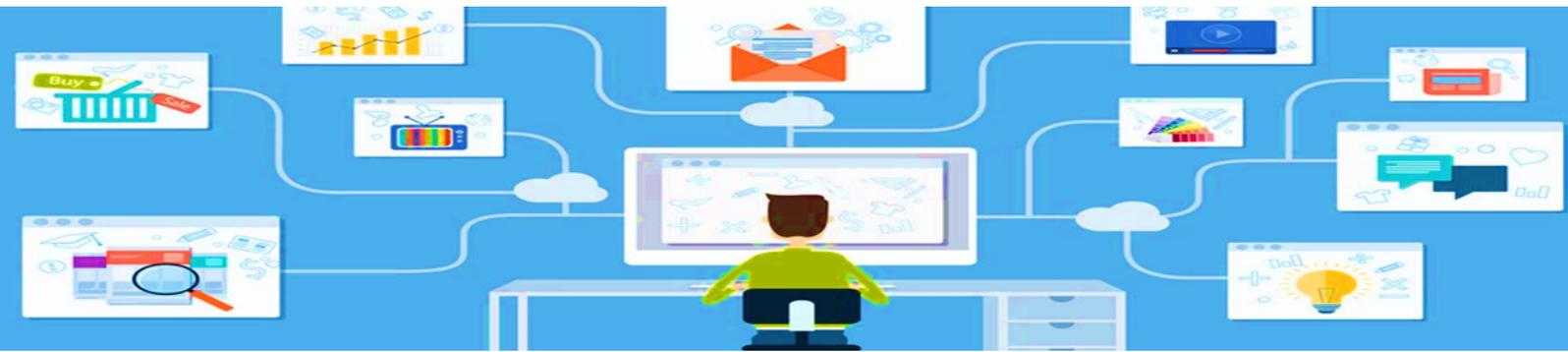You must fill in the information for class creation.

3. Section: (optional): enter a short description, grade level, or class time.

4. Subject: (optional): add a subject

5. Room: (optional): enter the location for the class

6. Click Create.

Your classroom is created, now you have to invite your students to join it!

INVITE YOUR STUDENTS TO JOIN THE CLASSROOM

There are 3 ways to have students join to Classroom:

Send an invite link

Students click the link to join the Classroom

Send an email invite
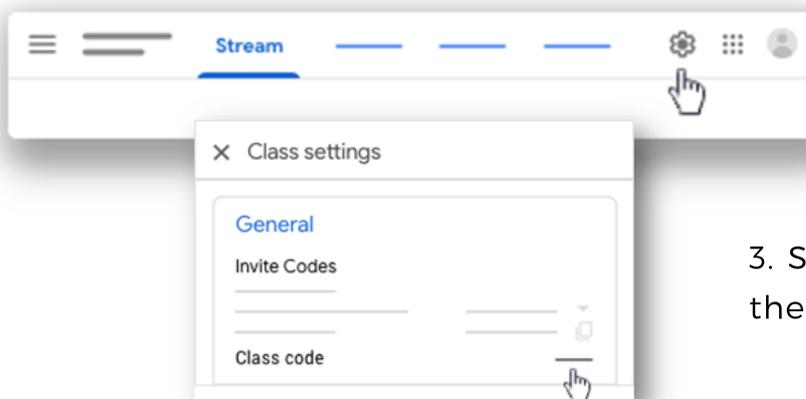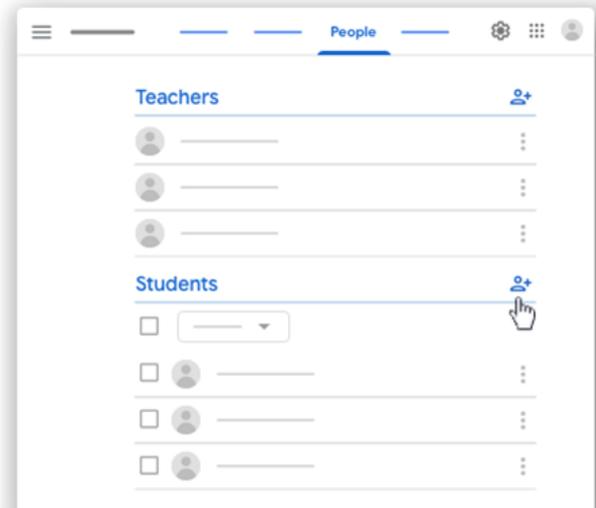
Students can join from the email or in Classroom.

Share a class code

Students enter the code in Classroom

1.Send an invite link—Students click the link to join.

2. Send an email invite—Students join from email or in Classroom.

3. Share a class code: Students enter the code in Classroom

START CONFIGURING YOUR CLASSROOM:

Where your announcements and assignments are posted.

Lists the names of assignments and when they are due.

Option that you can turn on or off to show your deleted items. Only teachers can use this feature.

Code that you give your students to join the classroom. You can also change the class code whenever you want to as the teacher.
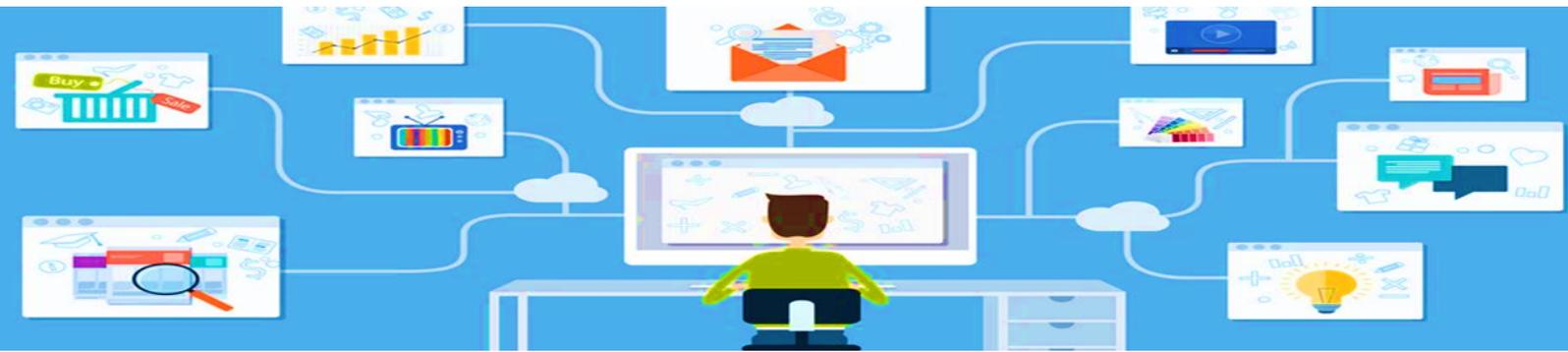

Invite more teachers to join your classroom. *If you add a teacher, they will be able to do everything that you can do, except delete the classroom.
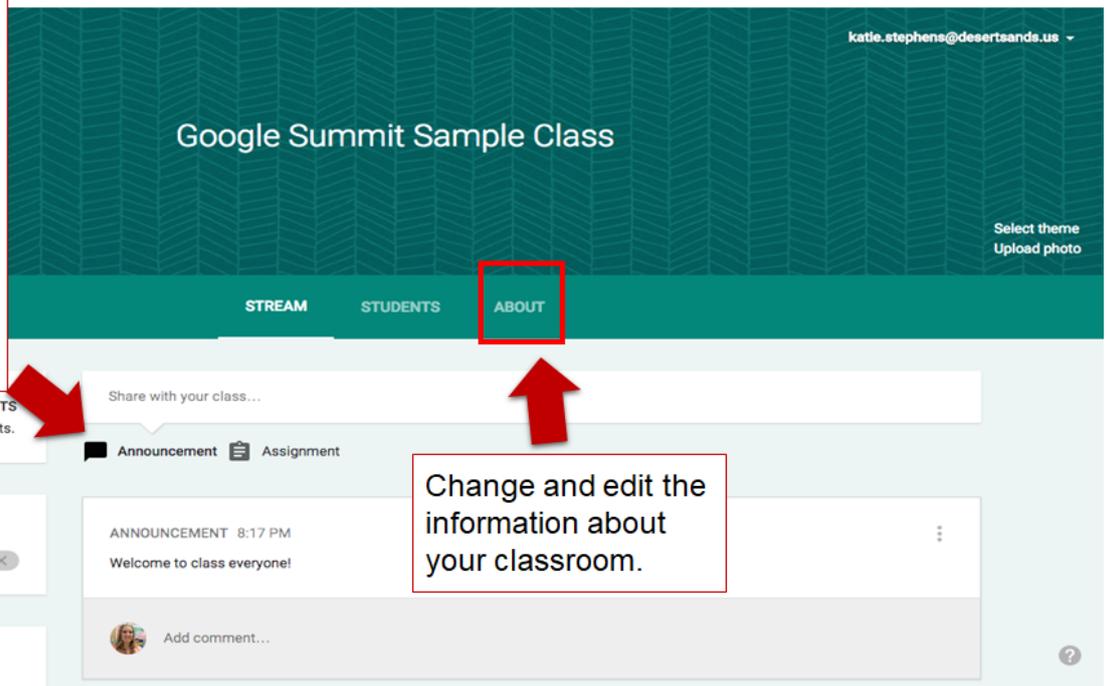
Change your classroom theme or add your own photo at the top of your Google Classroom
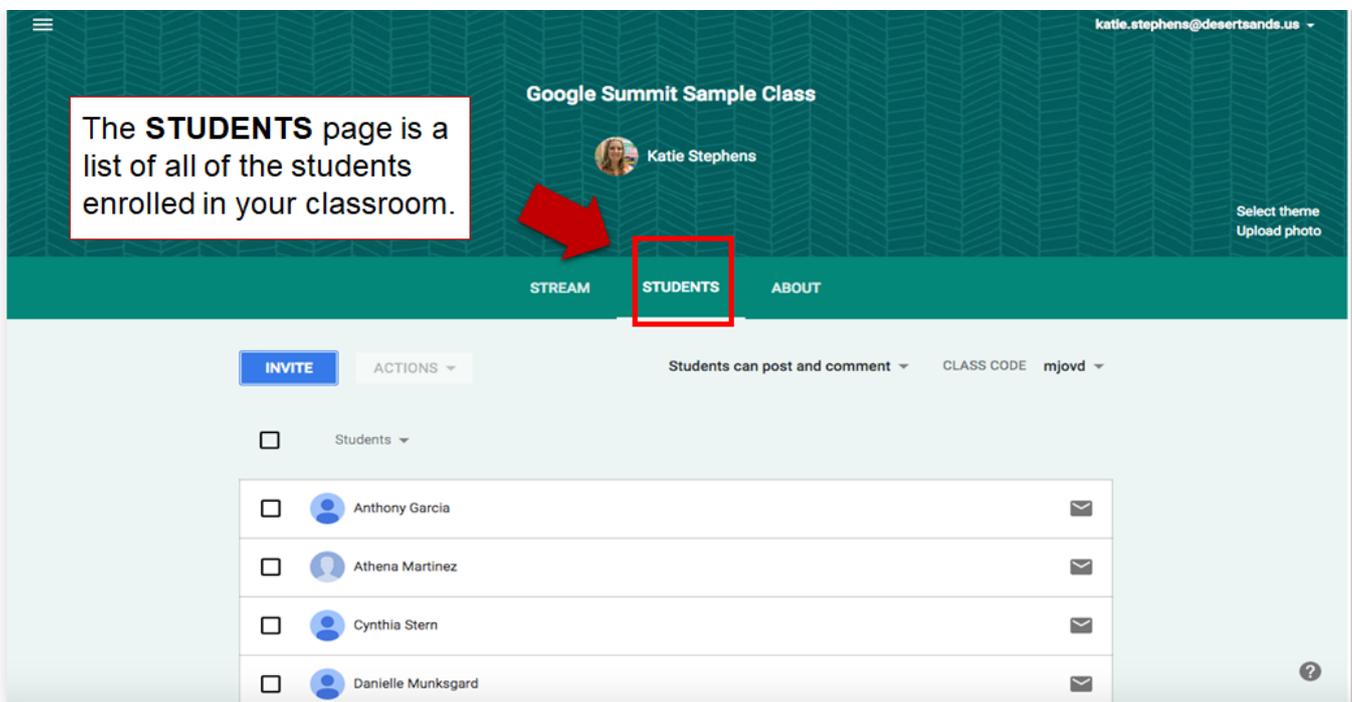
CONFIGURE CLASSROOM HOMEPAGE:

The **STREAM** is where you will post your **announcements** and assignments.
When you create a new announcement or assignment it can save as a draft. So if you don't want to post it right away, you do not have to. It will save it for you to post later.

Change and edit the information about your classroom.

Teacher can change the students abilities to post and comment in their classroom.

The **STUDENTS** page is a list of all of the students enrolled in your classroom.
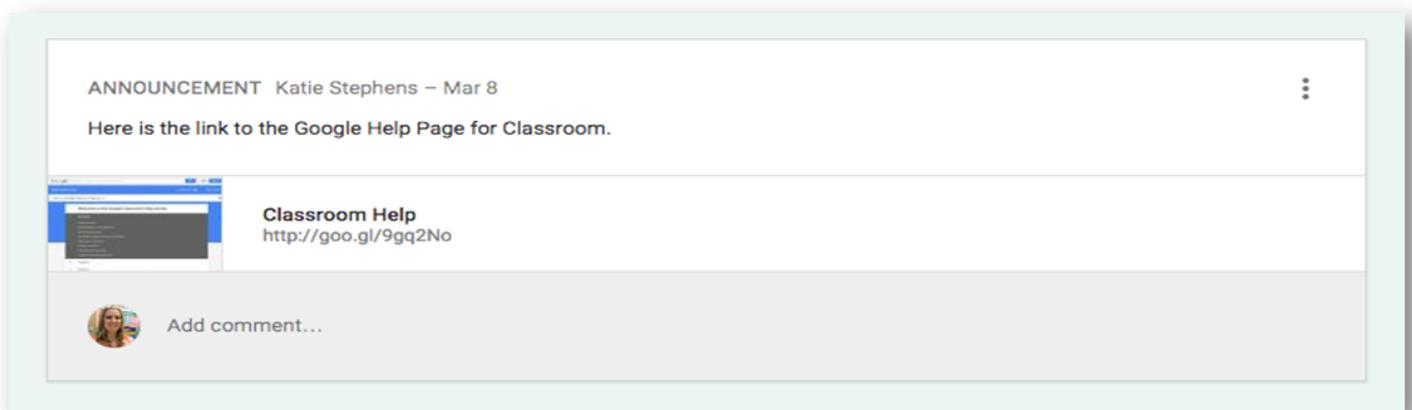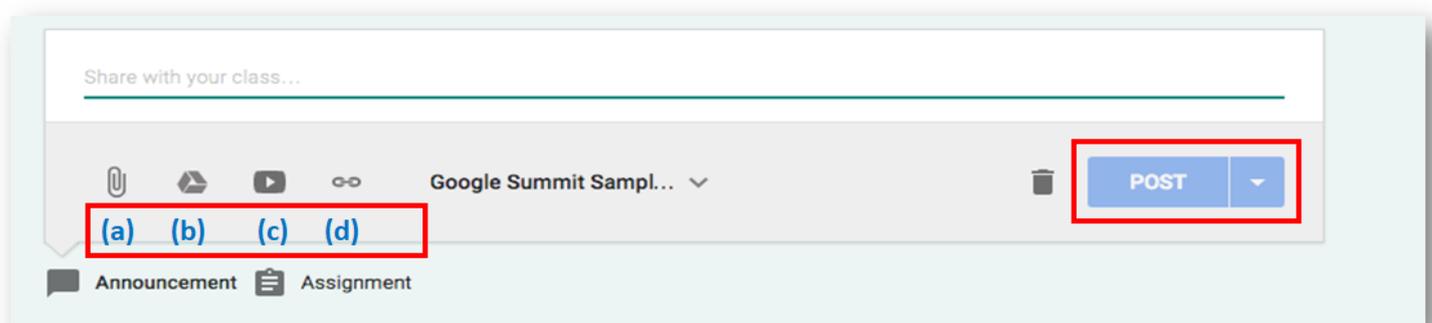
WHAT IS AN ANNOUNCEMENT?

Google Classroom gives you a place to post your announcements. Unlike a website with one way communication, students can comment back on the announcement.
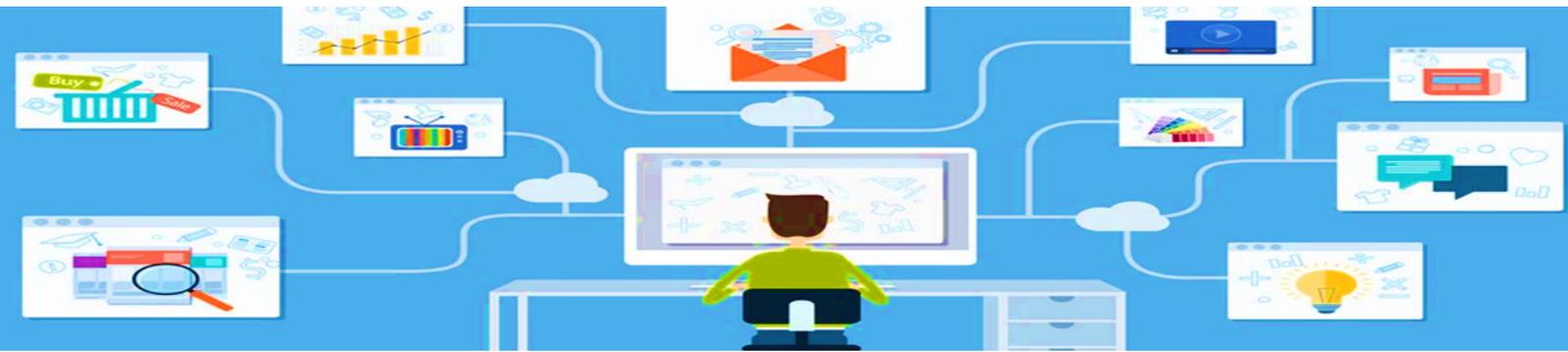
Why using Announcements? *to make announcements to your class students can publish their announcements to each other (ie: kudos, questions, concerns, updates) or to teachers virtual Classroom discussions quick Write Prompt to share Links with your students*

Google Classroom gives teachers a place to post announcements:

1. Click on Announcement
2. Type in your announcement into the top box. You can add attachments (a), files from your drive (b), youtube links (c), or links to other sites (d).
3. Click on the class that you want to post the announcement. You can post the same announcement to multiple classes at one time.
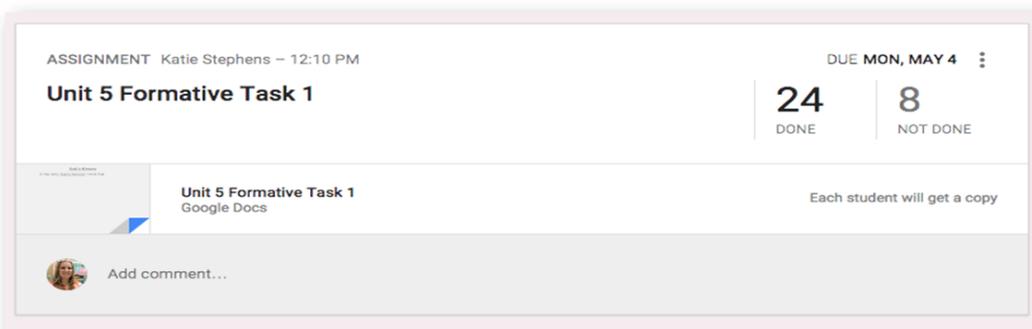4. Finally, click post.

WHAT IS AN ASSIGNMENT?

Once you have the basics structure of your Google Classroom in place, you'll start assigning work to your students. BEFORE you assign work, consider the structure you want to use to organize all of the assignments. You need to figure out this structure before assigning assignments.
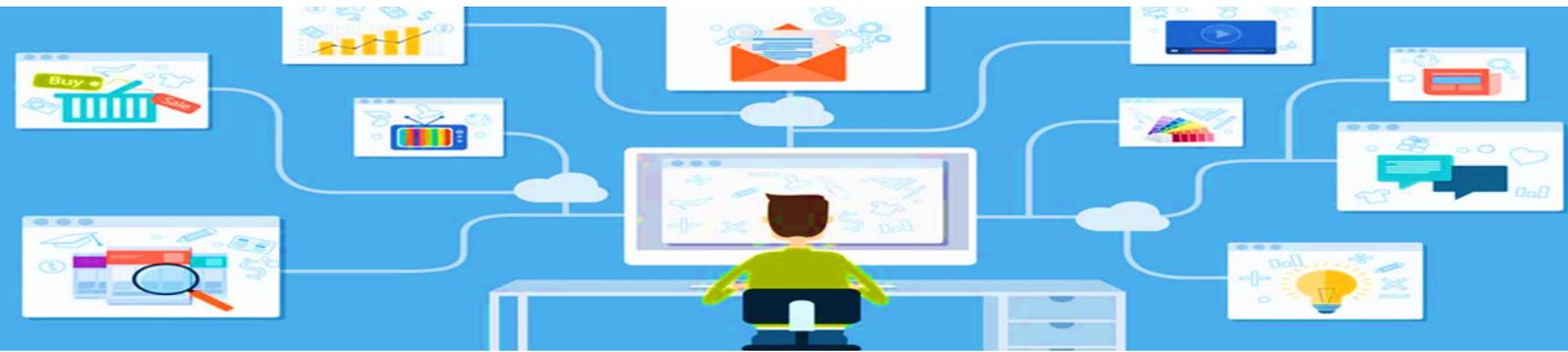
Using Google Docs you no longer need to collect and pass out paper. Google Classroom eliminates sharing issues by placing the document in the teacher and the students Google Drive immediately.

Students simply need to press the "turn in" button within Google Classroom to let the teacher know they are ready to have their work assessed. This is an example of an Assignment: teacher can easily see the number of students who have completed and have yet to complete the given assignment.
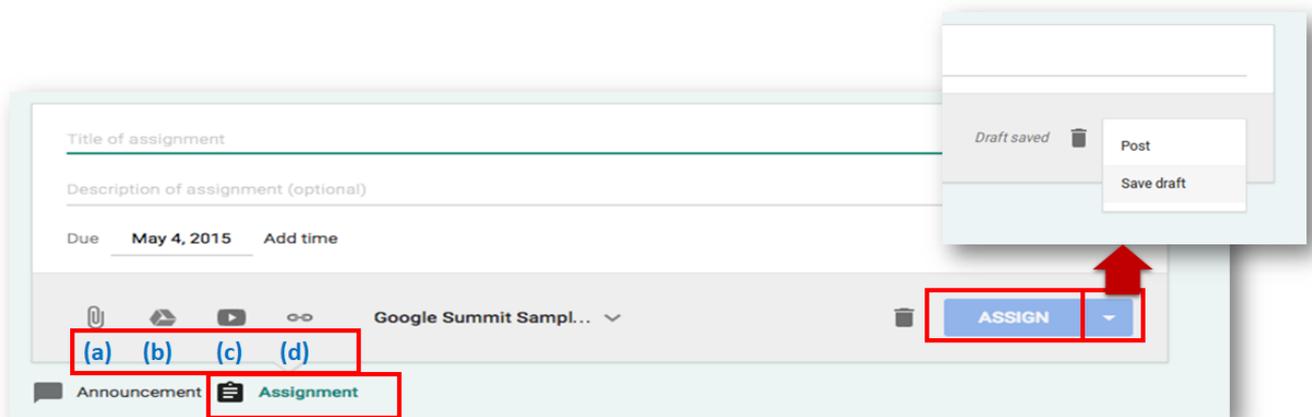
ASSIGNMENT Katie Stephens – 12:10 PM   DUE MON, MAY 4

Unit 5 Formative Task 1

24	8
DONE	NOT DONE

Unit 5 Formative Task 1
Google Docs   Each student will get a copy

Add comment…

Ideas for assignments:

Assignment	Collaborative Group Assignments	01

Assignment	Note taking templates	04

Assignment	Individual Writing Assignments	02

Assignment	Autoevaluation Tests	05

Assignment	Tests and Quizzes	03

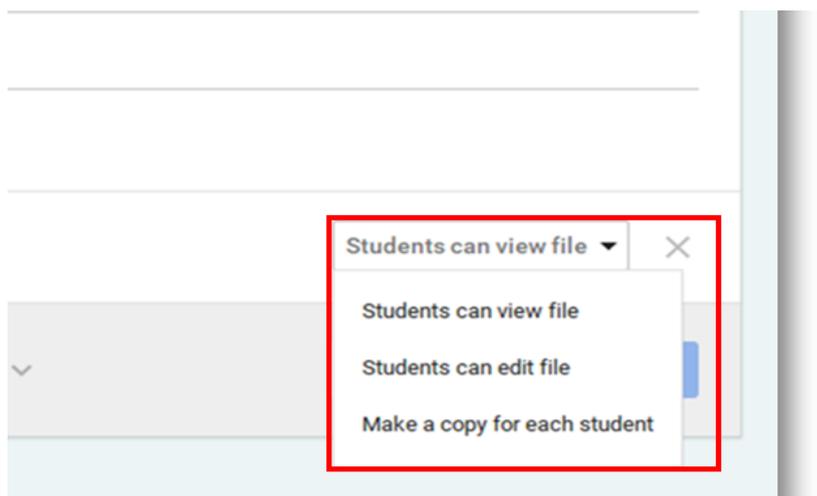| Assignment	Project Based Learning	06

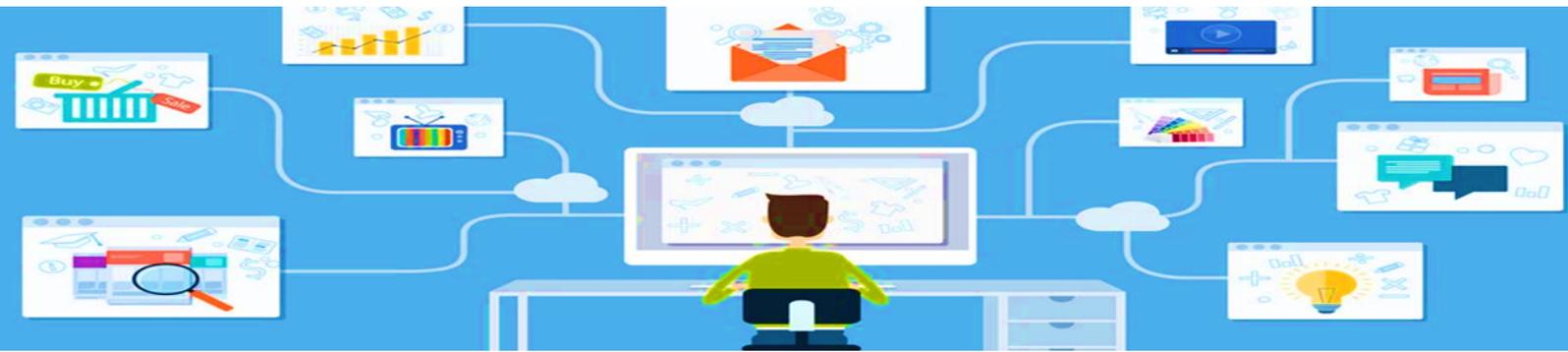## HOW TO CREATE AN ASSIGNMENT ?

1. Click on Assignment.
2. Type in your title into the top box and add a description into the next box below. You can add attachments: a document from your computer (a), file from your Google Drive (b), a YouTube Video (c) , a Link (d).
3. Then select the due date.
4. Then choose the class that you want to post the assignment, you can post it to more than one classroom at the same time.
5. Finally, click ASSIGN.

Teachers can select the way students can access the file from Drive:

1. Students Can View File
2. Students Can Edit File
3. Make a copy for each student

TRACKING YOUR STUDENTS PROGRESS

Teacher can see 2 list of students : those who turned in their assignments and those who didn't turned in.

Teacher can mark the assignments individually.

GOOGLE CLASSROOM MOBILE APP

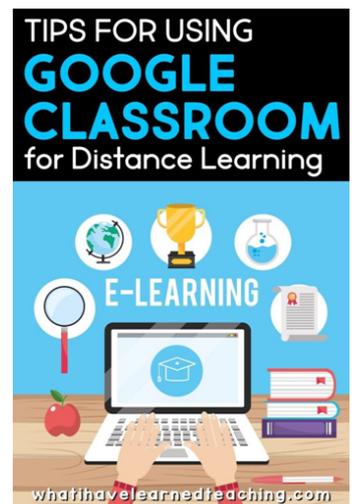The mobile app allows students to do their work on any device. Students can:

- Attach photos to assignments and posts
- Attach images, PDFs, and web pages from other apps to their assignments
- Work offline on items listed on the to do lists
- Get the Mobile App (Google Play Store)
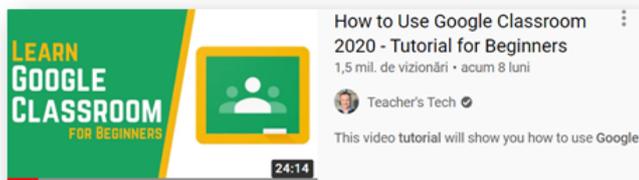- Get Mobile App (iTunes)

USING MEET WITH GOOGLE CLASSROOM

Meet must be turned on for the teacher in the class. In Classroom, there must created a unique **Meet** link for each class, making it easy for teachers and students to join class video meetings. Only admins or teachers can create the Meet link. Teachers can copy a Meet link and paste it into an assignment, question, or message. To create a Meeting in Classroom :

1. Click the class Settings.
2. Under General, click Generate Meet link. A Meet link appears for your class. At the top, click save.
3. Show or hide a Meet link.

More details on configuring Meet for Classroom:
 https://support.google.com/edu/classroom/answer/9776888

TIPS FOR USING GOOGLE CLASSROOM

You can get inspired by some ideas of using Google classroom in your teaching activities, in the following resources that could offer scenarios for improving learning and motivating students.
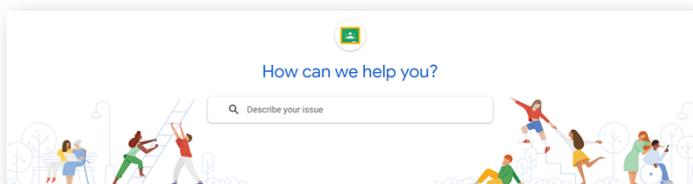

CLASSROOM TUTORIALS ON YOUTUBE

Click the images to see tutorials on youtube:

GOOGLE CLASSROOM HELP CENTER

Practice creation of a google classroom, by watching tutorials on

Teachers' Essential Guide to Google Classroom

Check and test some Google apps that could be useful for your courses