Online class instructions for students

Go to the website: **https://classroom.google.com**
This is what you will see when you log in to your classroom for the first time.
Go to 'Classwork' to see all of your classwork.

Classwork section: Here you can see all of your classwork for the week. Make sure you check what work your teacher has organised for the day, before your class starts.

Topics: On the left of the you will see all of the topics.

Monday - Friday: Classwork

Extra learning resources: Some links to website if you want to do extra study

Information:
Student portal - view your grades and attendance
Contacts - Student support
Academic management
IT support

Blackboard: Click the link to join your class every day. Classes will run usual times.
Morning classes start 9:00 am
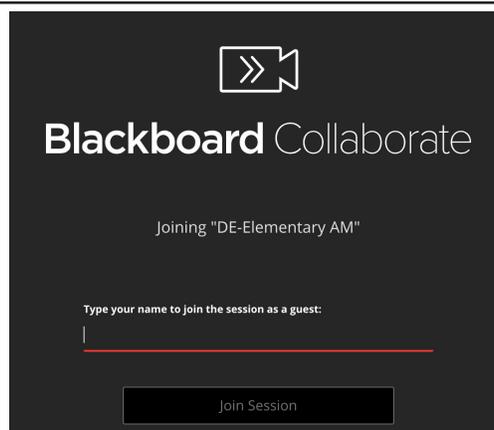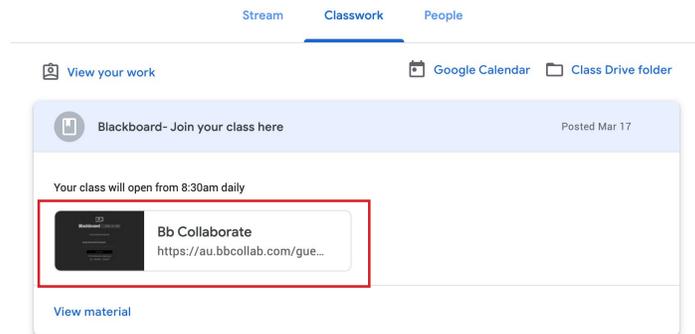Evening classes start 4:30pm

Daily classes: Two main sections
Lesson aims for today: Your teacher write here what you are going to be studying that day.
Homework: Your teacher will give you a task to complete after class that day.

Class drive folder: In this folder your teacher or classmates can share files, and create folders to upload files.

LANGUAGE LINKS
International

How to attend class daily

Blackboard: Blackboard is where you go to watch your class live, at its usual time.
To open blackboard, go to 'classwork' in google classroom and click the link at the top: 'blackboard-join your class here'
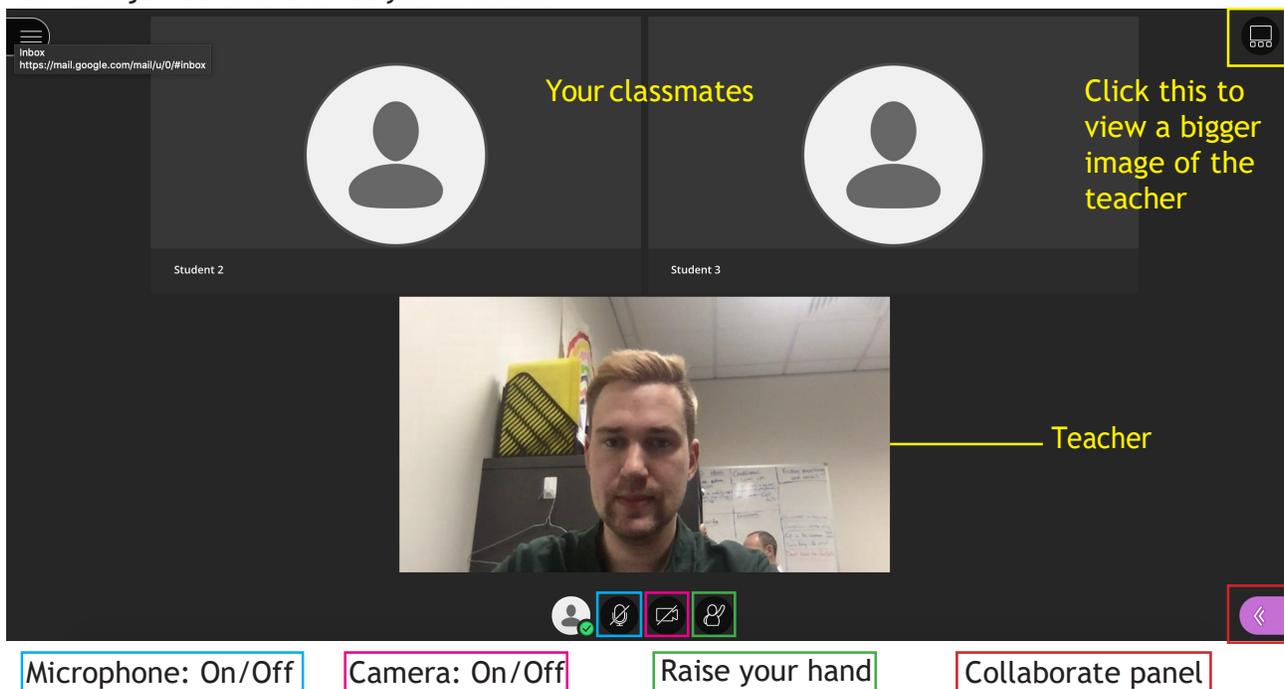
Joining: Once you click the link you will be taken to blackboard collaborate

Type your name to join the class and click 'join session'

Follow any setup questions that you might be asked.

Make sure that you select 'allow' for the computer to access your microphone and webcam.

Once have joined this is what you will see.

Your classmates

Click this to view a bigger image of the teacher

Teacher

Microphone: On/Off   Camera: On/Off   Raise your hand   Collaborate panel

Once have joined this is what you will see.
You should make sure that your microphone is off when you join the room so that everyone can hear the teacher. If you wish to get the attention of the teacher you can click the 'raise hand' button.

Collaborate Panel - chat

Chat

Find someone to chat with

🟣 Everyone >

💡

NEW Private Chat!
Learn how it works.
Start Tutorial

← **Everyone**

👤 **Student**   12:41
hello

👤 **Tam Kendi**   12:41
hi class

Say something 😀 ▾

If you open the collaborate panel the first thing you will see is an option to 'chat'. Click on Everyone to speak with your class.

Collaborate Panel - attendees

4 Attendees ⋯

Moderator (1)

🎤 👤 Tam Kendi

Participants (3)

👤 Student
👤 Student 2
👤 Student 3

The next tab is 'attendees'. In this tab you will see a list of everyone in your class.