

## Linking and Using Google Classroom Accounts

### TEACHER LOGIN:

1. Log in to Clever ([clever.com/in/rsed](https://clever.com/in/rsed))
2. Click Login with Google
3. *Teachers-* Click “Login as Teacher”, *School Leaders/ILSs:* Click “Login as Staff
4. Open Google Classroom icon
5. Content Teams (STEM/HUM) will add you as co-teachers on your Grade Level classroom for your school. **You do not need to create any content or classrooms.**

### STUDENT LOGIN:

1. Login through Clever ([clever.com/in/rsed](https://clever.com/in/rsed))
2. Click on Google Classroom icon.
3. Click the blue “Join” button. There is no need to enter the Google Classroom class code.

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### Grading and Giving Feedback on Assignments (Ongoing)

During Check In calls with student:

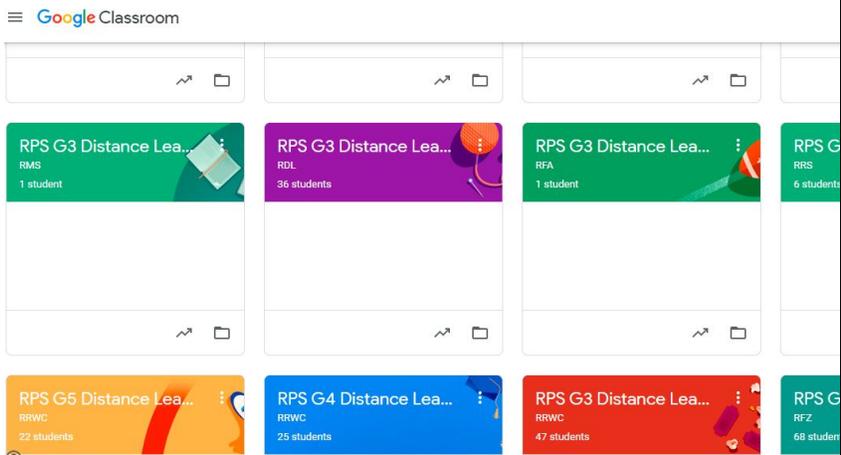
Navigate to “People” in Google Classroom. Click on student to see all classwork turned in/missing.

During Worktime:

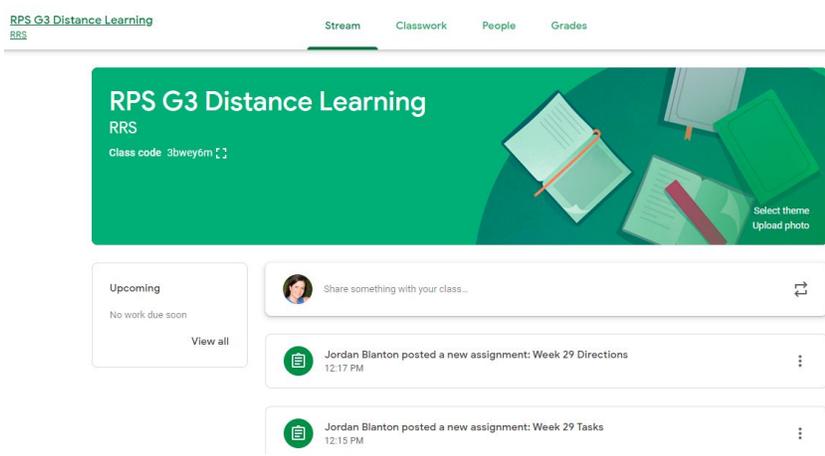
Navigate to “Grade” in Google Classroom. Look through and comment on completed student work,

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Open the Distance Learning course for your grade and school.



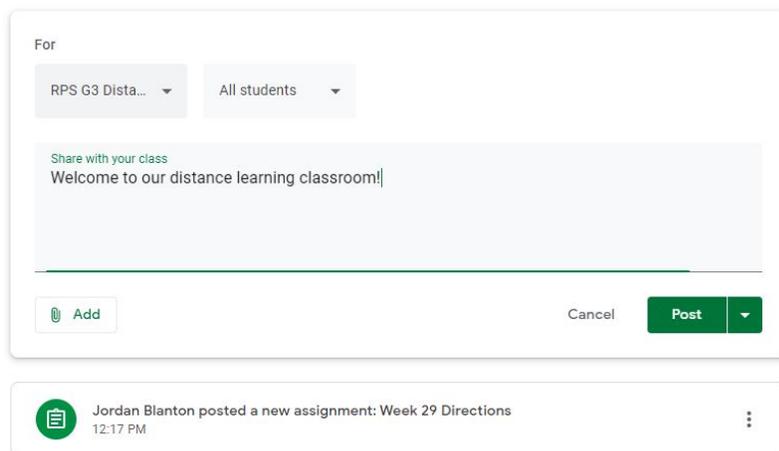
Check the “Stream” for announcements made by other teachers.



Use the stream to share whole class news, important information, celebrations, etc.

*This is a great way to keep your class connected!*

(These settings have been modified, so that only teachers can post comments to the stream)



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Click on the “Classwork” tab at the top of the screen.

Here you will see content that has been shared & assigned by the STEM and HUM Teams.

Content teams will be assigning content by 5pm on Friday for the following week.

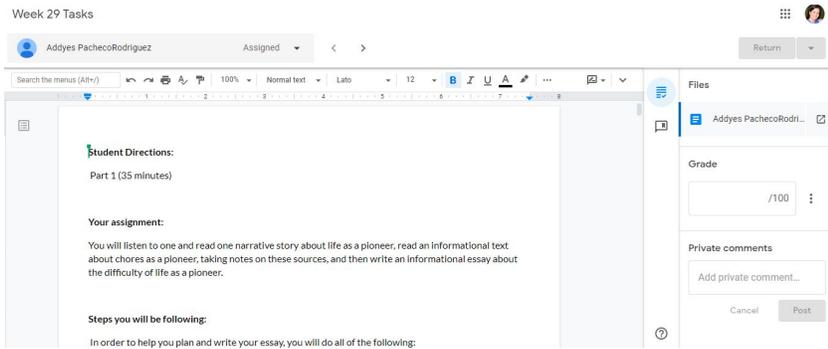
Click on “View Assignment” to open work that has been assigned to students.

Review individual assignments prior to check ins and throughout the week.

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Leave comments directly in the document or send a private comment (in the toolbar on the right side).

Use the tool bar at the top to scroll to the next student.



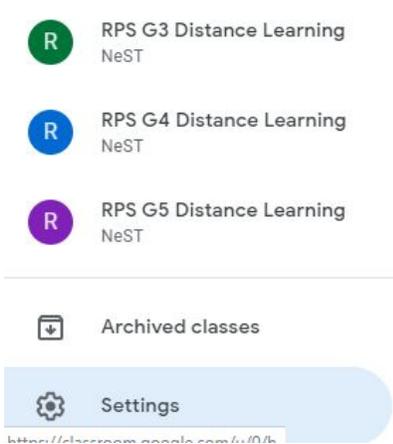
The screenshot shows a classroom task interface. At the top, it says "Week 29 Tasks" and "Addyes PachecoRodriguez". Below that, there's a toolbar with various icons. The main content area displays "Student Directions" for "Part 1 (35 minutes)". The directions include a "Your assignment" section with text about listening to a narrative story and writing an informational essay. Below that, it lists "Steps you will be following". On the right side, there's a "Files" section and a "Private comments" section with a text input field and "Cancel" and "Post" buttons.

Getting too many email notifications?

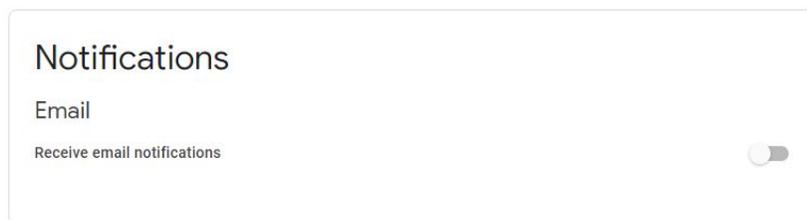
Open your Setting (Bottom of dropdown toolbar in Classroom)

Turn of the “receive email notifications” button

You can still message students in each assignment to give feedback.



The screenshot shows a classroom settings menu. It lists three classes: "RPS G3 Distance Learning NeST", "RPS G4 Distance Learning NeST", and "RPS G5 Distance Learning NeST". Below these, there's an "Archived classes" section and a "Settings" option which is highlighted in blue. The URL "https://classroom.google.com/..." is visible at the bottom.



The screenshot shows the "Notifications" settings page. Under the "Email" section, there's a toggle switch for "Receive email notifications" which is currently turned off.