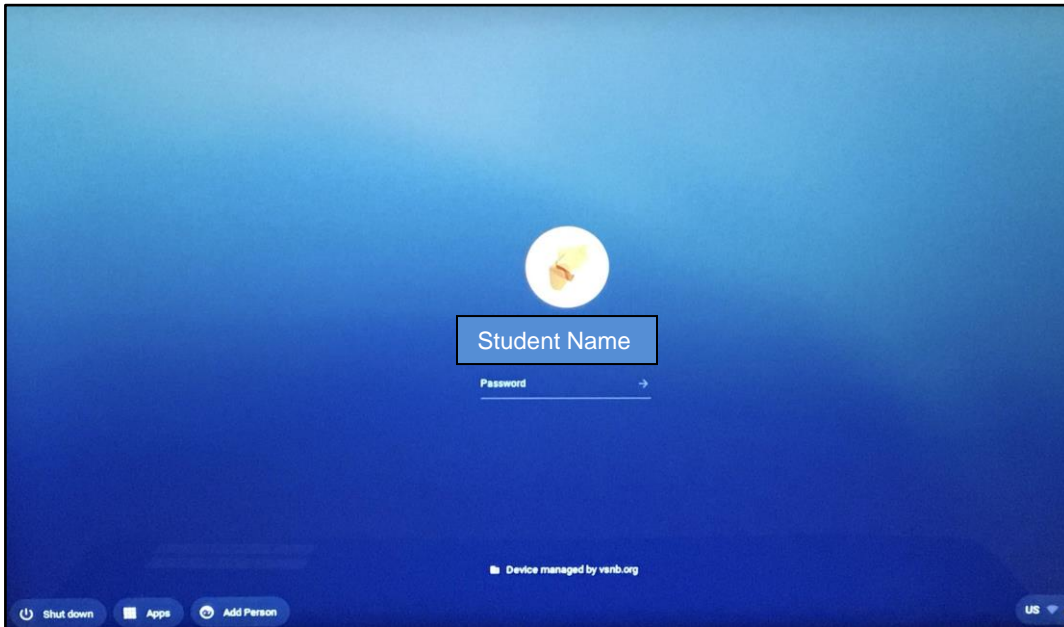
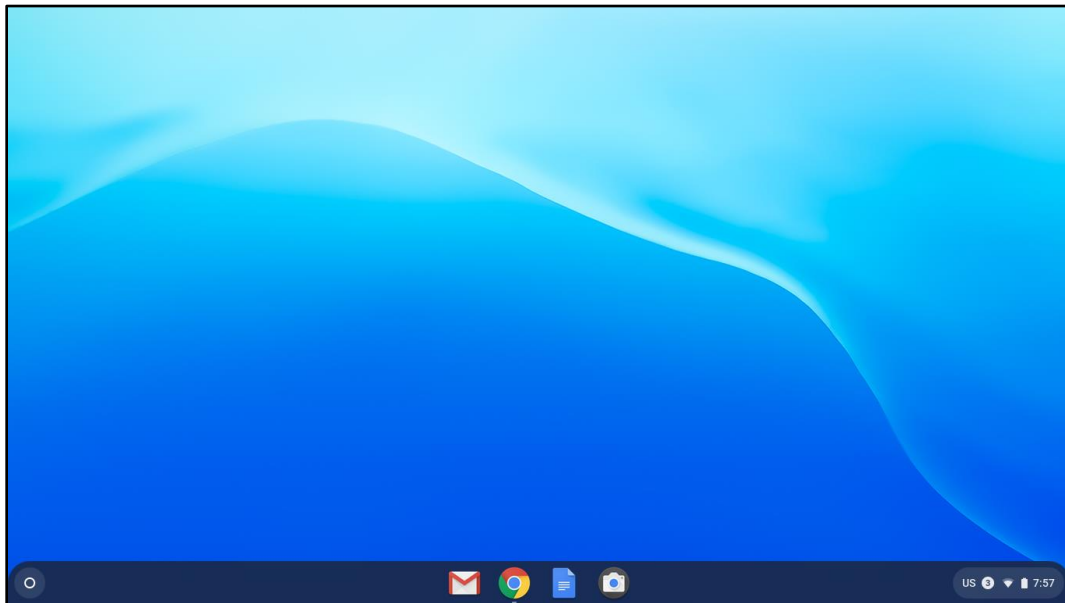


How to Access Google Classroom & Gmail

This is the screen that you will see once you open the Chromebook if your student has not already logged in. It should list your student's name and have an icon that they have chosen. At this screen, have your child enter their password and click the "enter" button on the keyboard OR press the right arrow on the touch-screen.



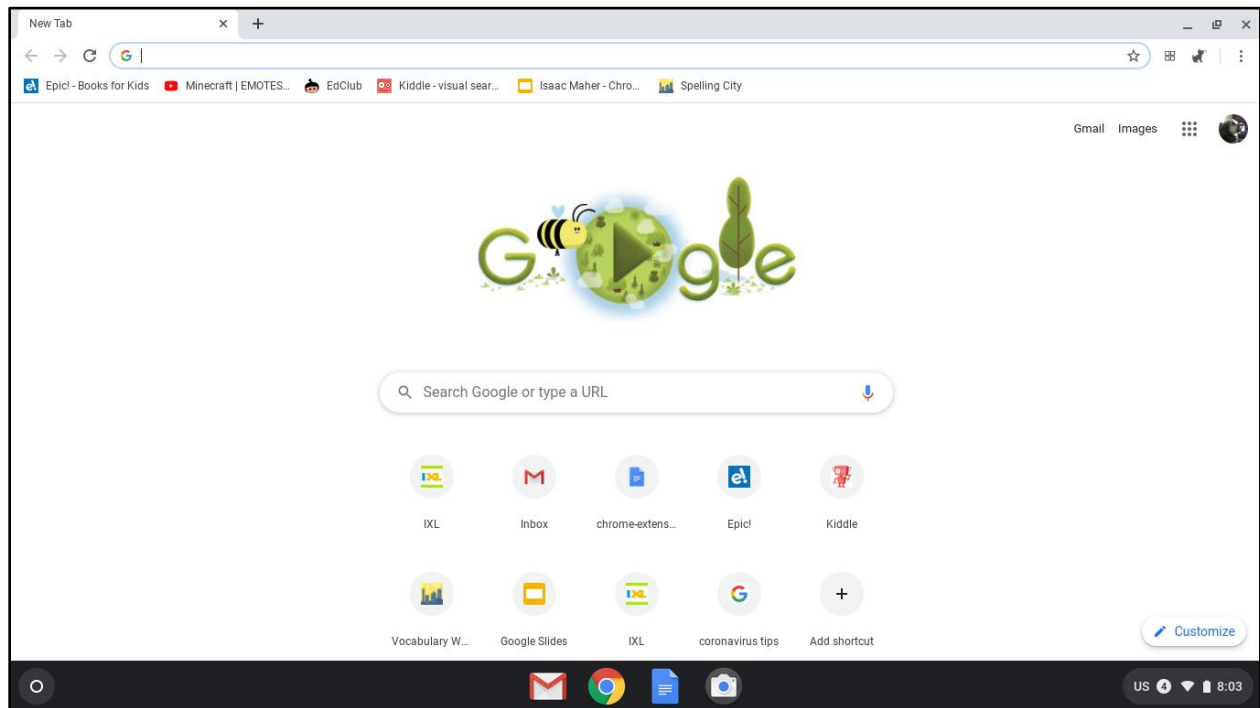
Once your student has logged on, you will see this screen:



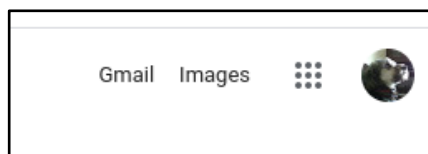
Click on the Google icon at the bottom of the screen. It looks like this:



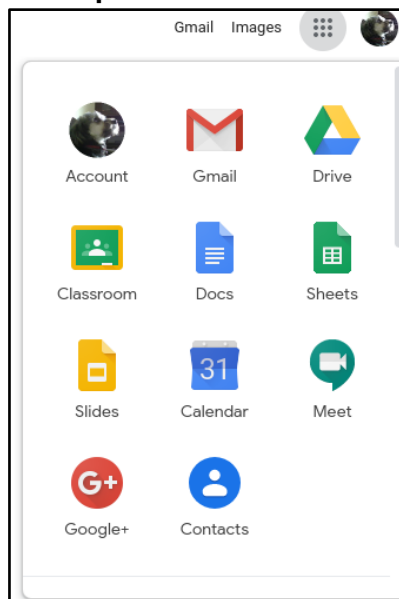
Google will open, and it will look something like this:



In the upper righthand corner, you will see a little square pattern of NINE dots, which is typically beside your child's profile picture or a circle with their first initial.
Click on the NINE-dot square.



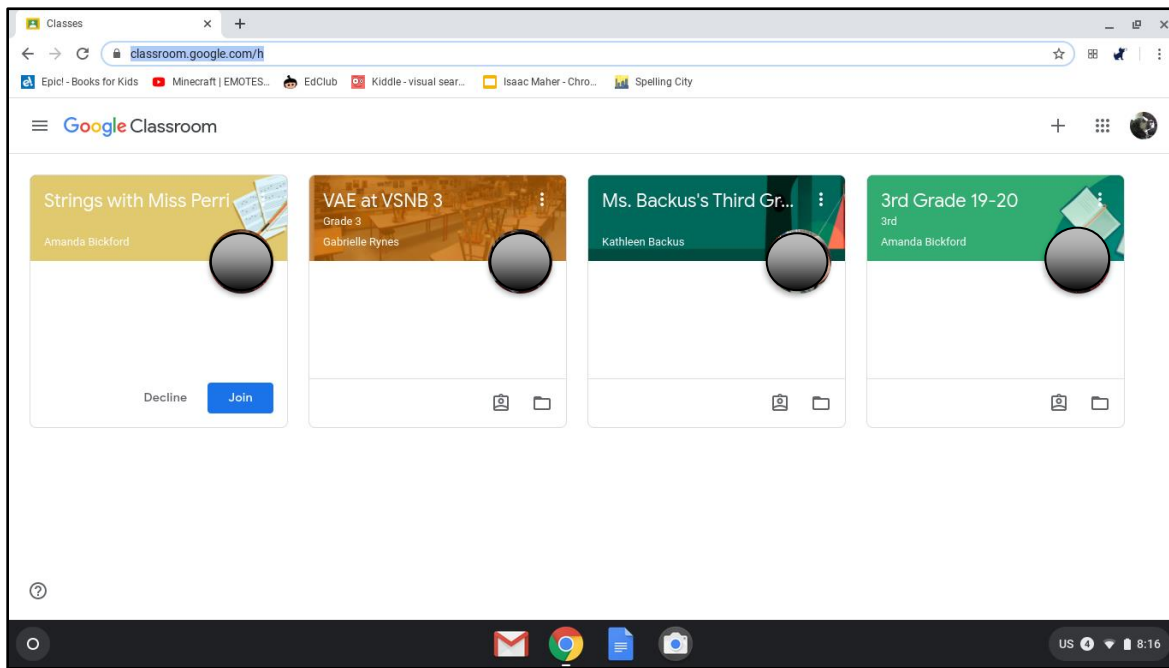
You will then see a drop-down menu with icons on it, like this:



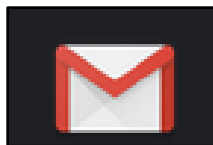
To access your child's Google Classroom, click on the Classroom icon that looks like this:



You will come to a webpage that looks something like the image below. Your child may have one classroom or multiple classrooms. To enter the main classroom, you would click on the square with your child's Teacher's name and image. For art class, your child will click on the VAE at VSNB classroom. Your child will only have a Strings classroom if they play the cello or violin.



In order to access your child's email, you can click the NINE-dot square in the upper righthand corner once again and choose the Gmail icon OR you can click it at the bottom of your screen by choosing the icon that looks like this:



If your teacher has planned an online class meeting, he/she will send your child a meeting invitation through gmail. The invitation will include a link that your child will need to click on in order to enter the virtual meeting (also called a Google Meeting or a Google Hangout).