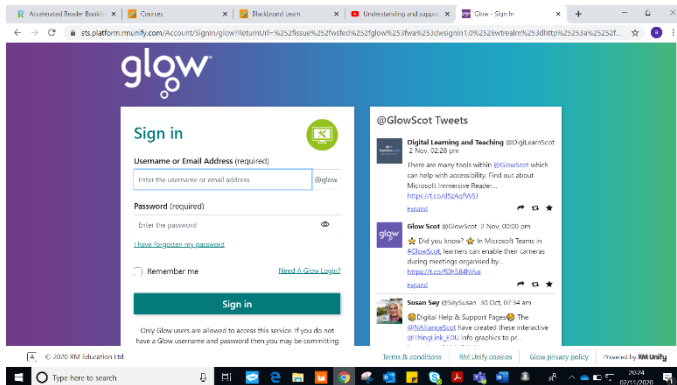


Instructions for Accessing Google Classrooms, completing and submitting homework.

1. Login Page

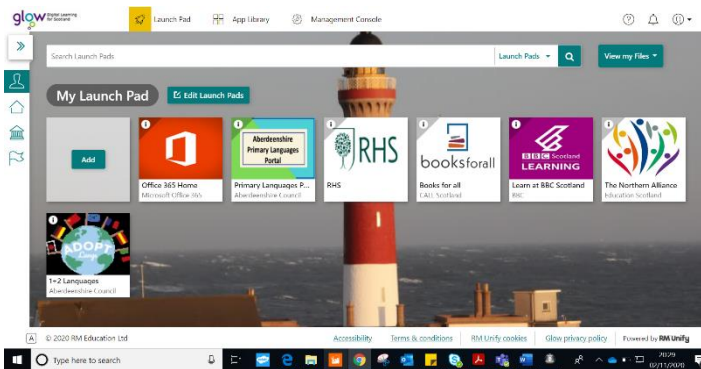
Search for

www.glow.rmunify.com



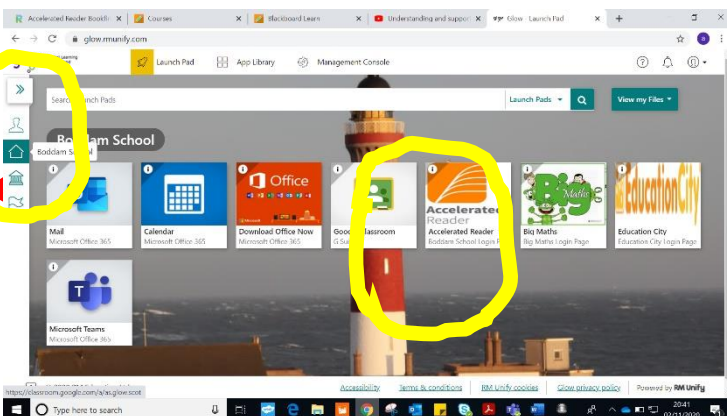
2. Login to Glow

Login details can be found in the initial letter issued about Google Classroom. If you are not sure, contact the school.

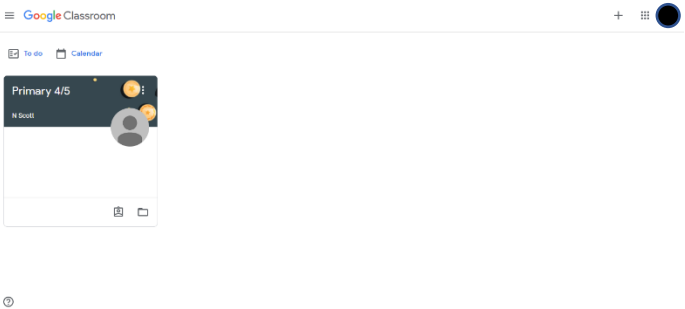


3. Access the school page on from the tabs on the left-hand side (house icon).

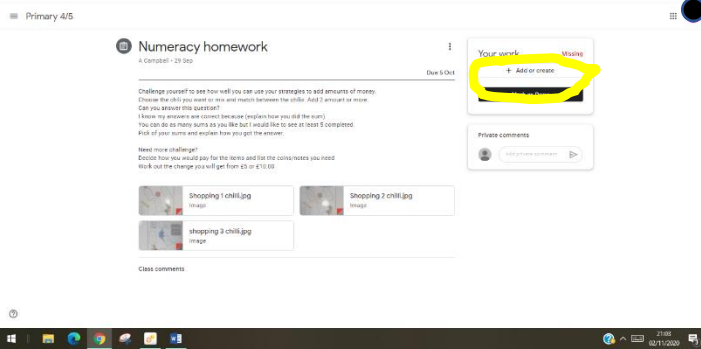
Click on Google Classrooms



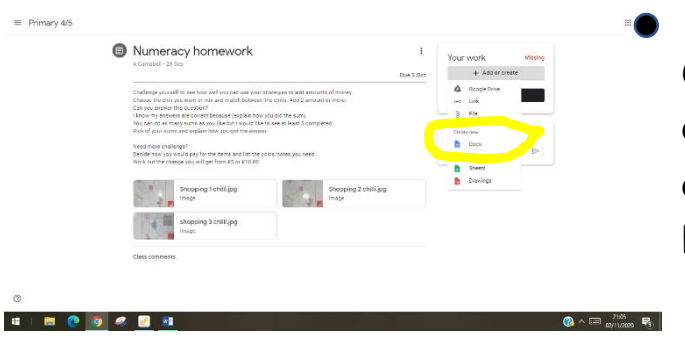
4. Click on your class. The most recent homework will be at the top of the page'.



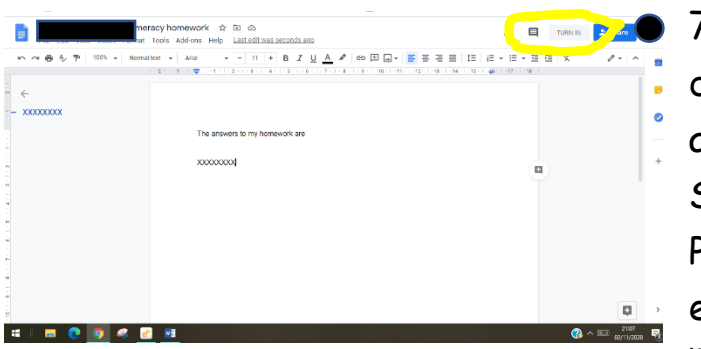
5. The most recent assignments will be at the top of the list. Click on the homework assignment you are going to complete.

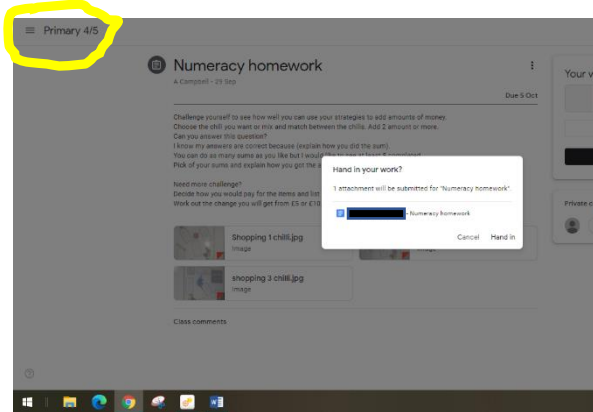


6. You can complete assignments on Google Classroom. Click on add or create (just above the black box 'Mark as Done')

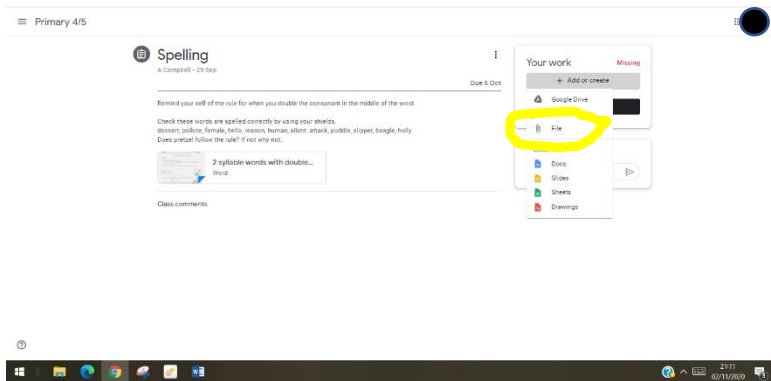


7. The blue icon, 'Files' opens a document like Word you can type answers into. Slides opens a document like Power Point and 'sheets' is similar to excel. When you have finished click 'Turn In' (Top right).

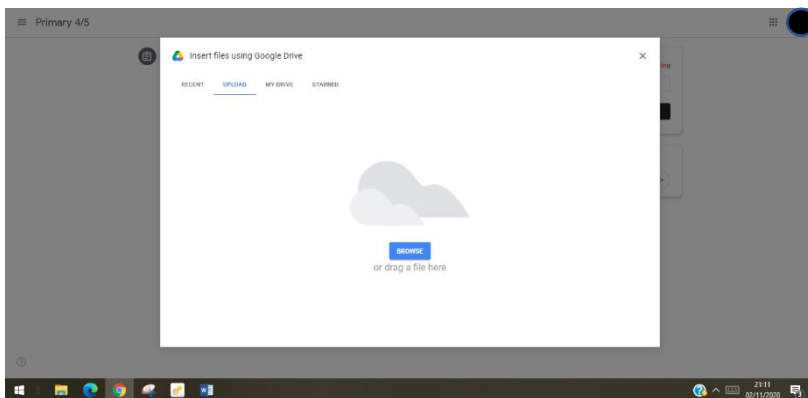




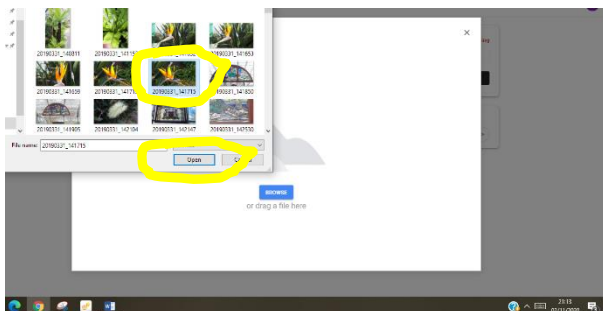
8. Check your work before you turn in your homework as you can't change it afterwards. Return to the classroom page from the top left if you have other tasks to finish.



9. If you want to send an attachment, like a photo of work, click on add create and select file. **THE PHOTO WILL NEED TO BE ON THE DEVICE THAT YOU ARE USING FOR HOMEWORK.**



10. Select 'Upload' then 'Browse'. This will open your pictures.



11. Select the image you want, select open. The file will upload into 'Your Work' box and you can hand in as before.