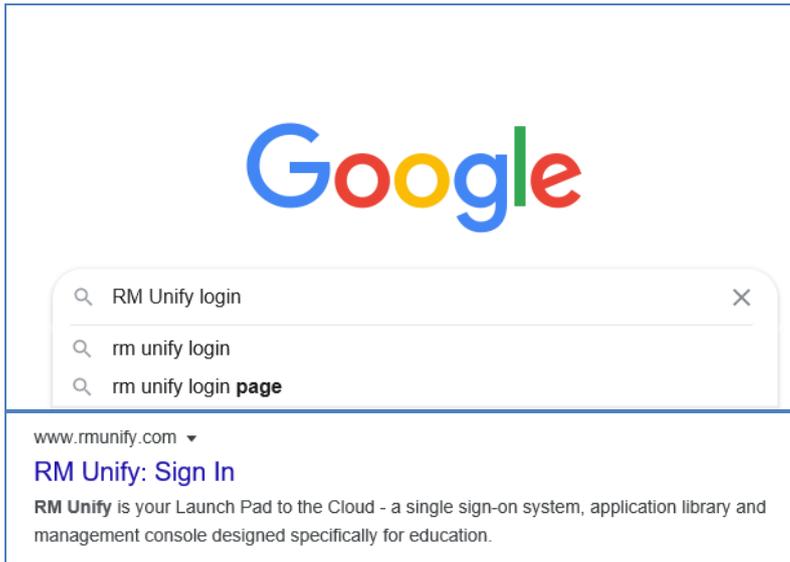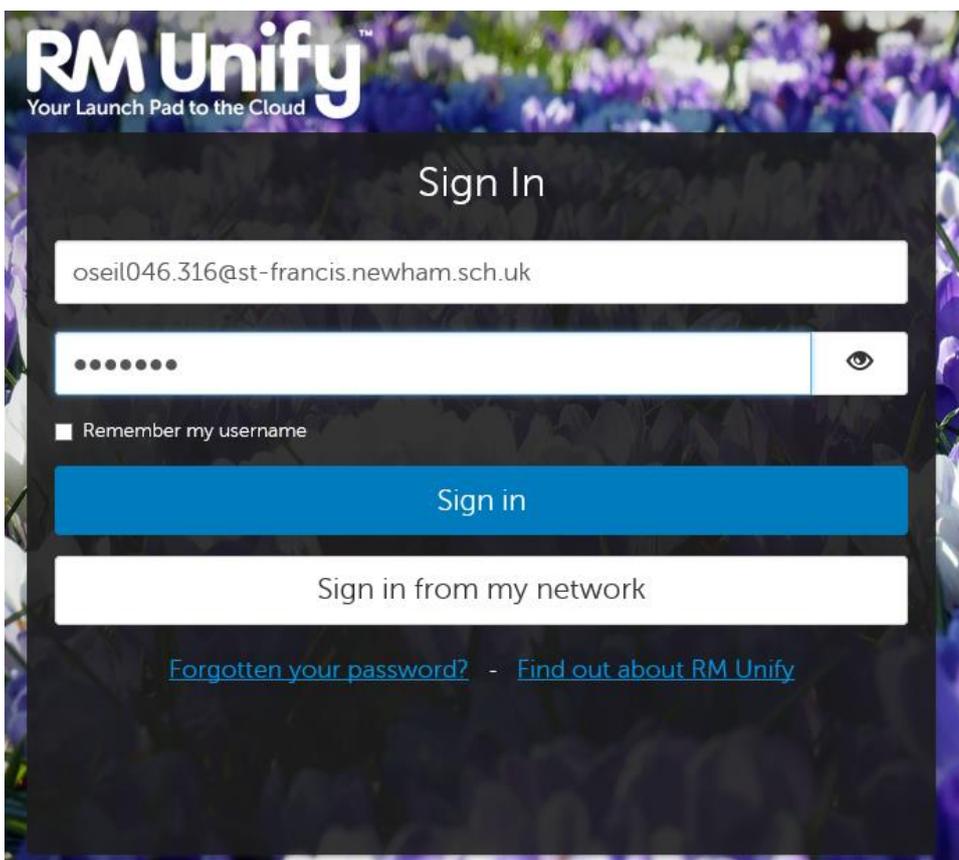# <u>Using Google Classroom for Pupils and Parents.</u>
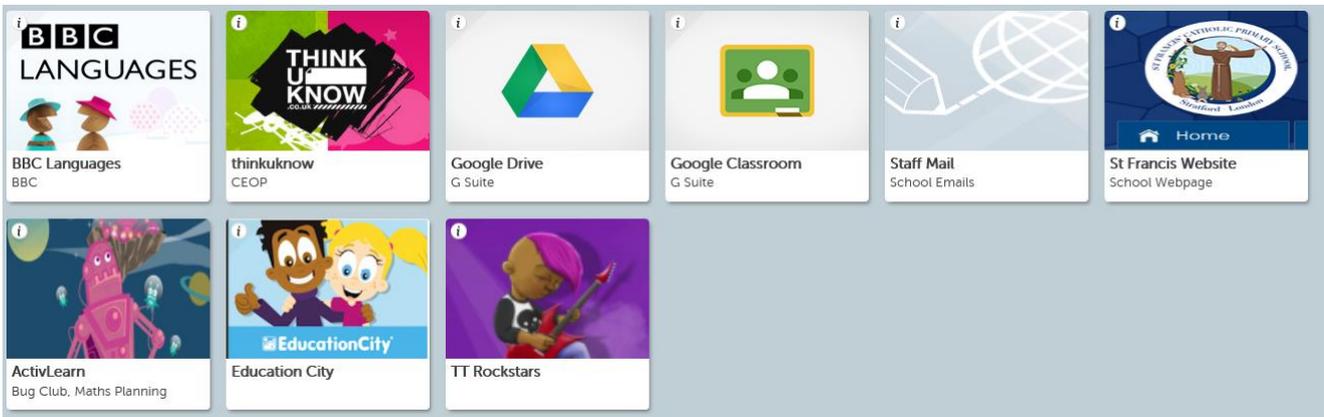

1) Search for RM Unify or go to <u>www.rmunify.com</u>

2) Type in the username followed by '@st-francis.newham.sch.uk.' Then type in the password.

Ensure the username and passwords are typed in exactly as they are shown, making sure to not confuse zero '0' for the letter 'o' or a capital letter 'O'. Always include a hyphen '-' between 'st' and 'francis' and all the full stops '.316' & '.newham.sch.uk'

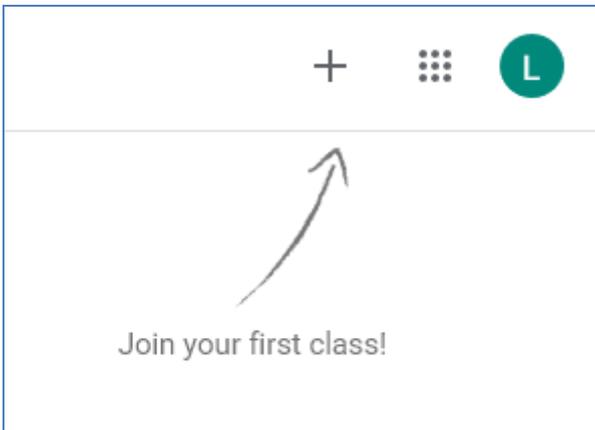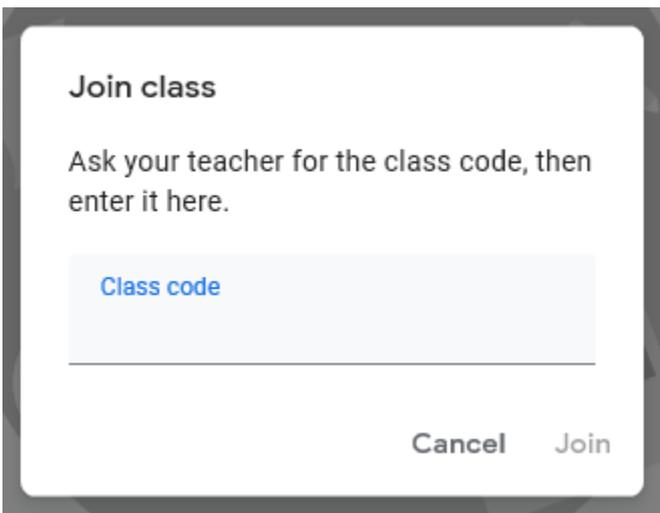3) Agree to the cookies and the terms and conditions, you will then see the screen above which includes some useful links.
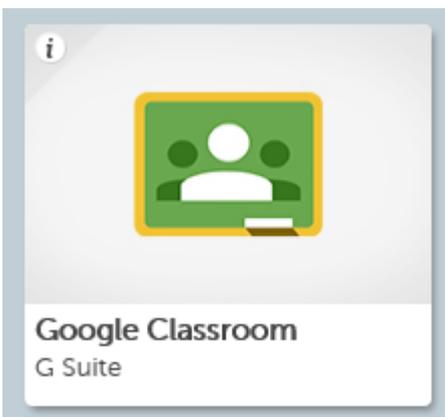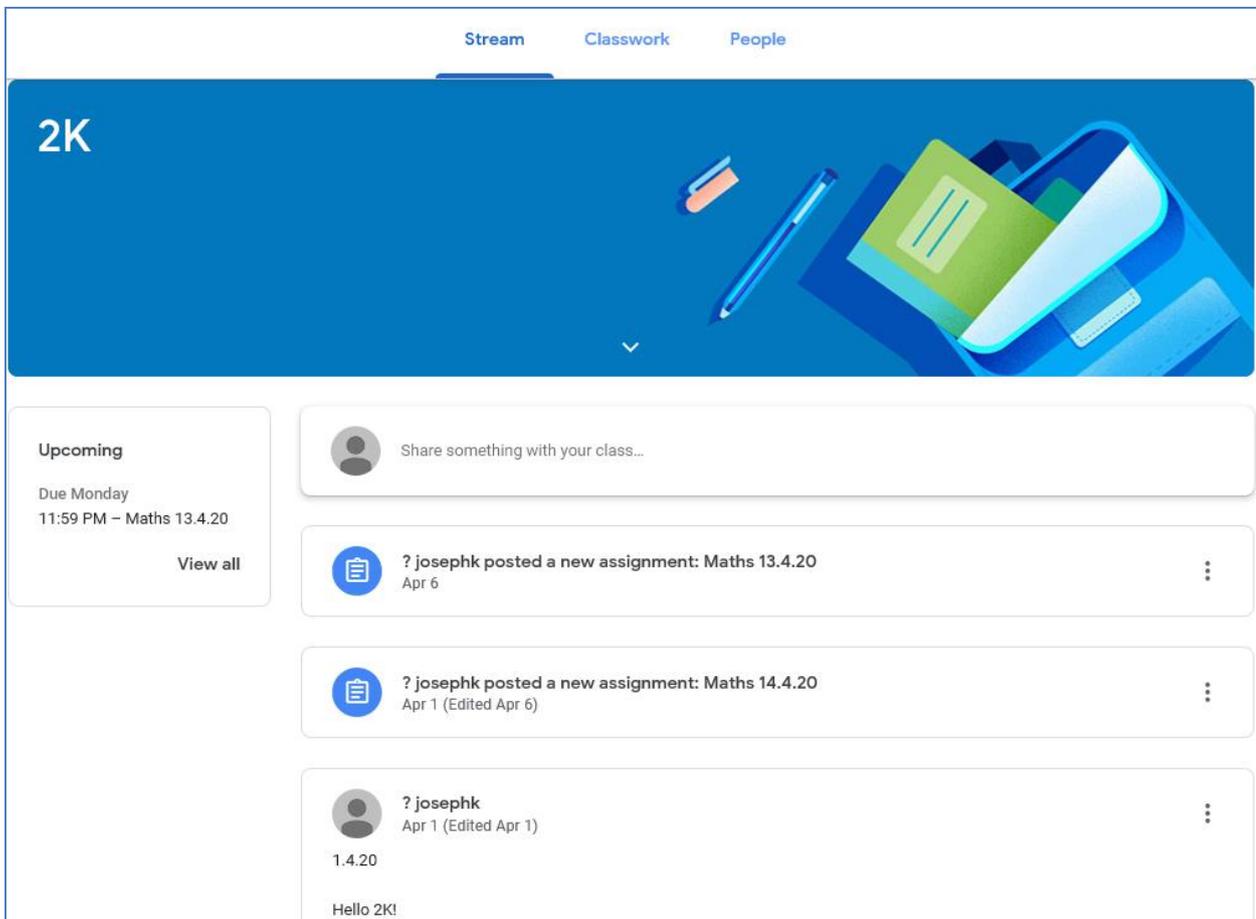

4) Click on the Google Classroom button.

5) Select Student.

+ ⠿ L

Join your first class!
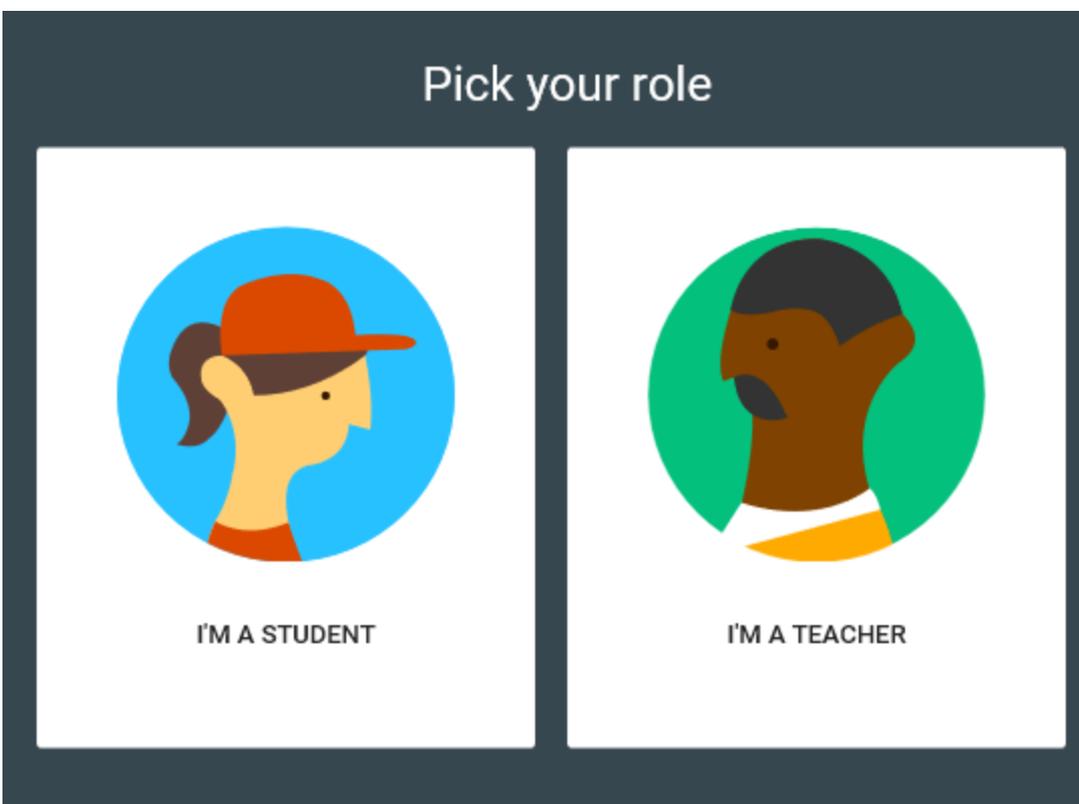
6) Look at the top right. You will see a +. Click on this to join a class.

Join class

Ask your teacher for the class code, then enter it here.

Class code

Cancel   Join

7) Then type in the class code you have been sent; making sure it is typed in exactly as it is shown.

8) You will then see the class stream. This is like a homepage for the class. Here there might be messages from the class teacher and updates about the work that has been set.
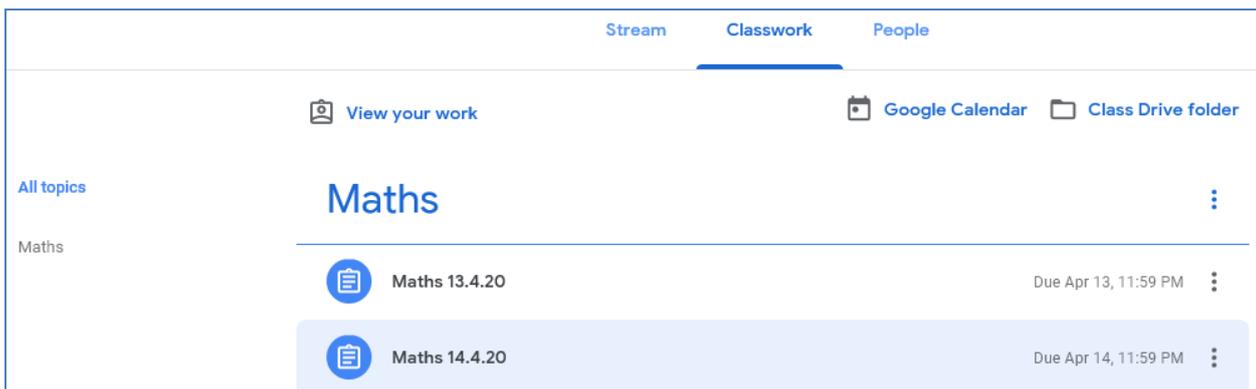
9) At the top, in the middle, there is a tab called 'classwork.' Click on this to see what classwork has been set by the class teacher.

Maths

Maths 13.4.20   Due Apr 13, 11:59 PM

Posted Apr 6   Assigned

Go through the slides.
Then answer the questions in the document, C1 is on the first page, C2 and 3 are on the second page. Turn in the document when you are done.

13.4.20 Maths
Google Slides

Google Docs

View assignment

10) Click on the assigned work to see what is included. There you will see instructions and some attachments. These attachments may be slides, which include information, explanations and questions or Google Docs which can be edited and typed on.
Some attachments will be there to view and cannot be changed, while some you will be able to edit and submit.

11) Any work that needs to be completed can then be 'turned in' by clicking the 'turn in' button in the top right. The class teacher will then be able to see the work you have turned in.