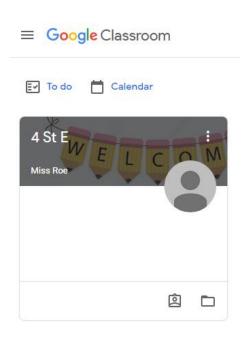
Finding work:

Log in to google classroom.

Select your classroom by clicking on the banner.

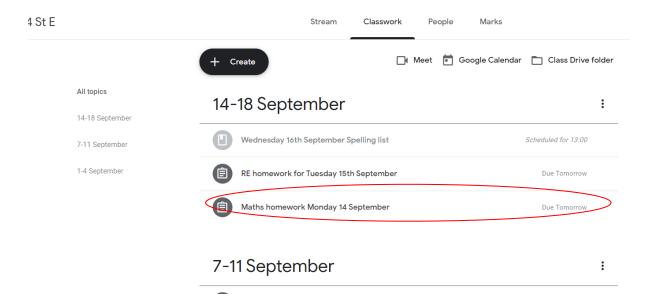




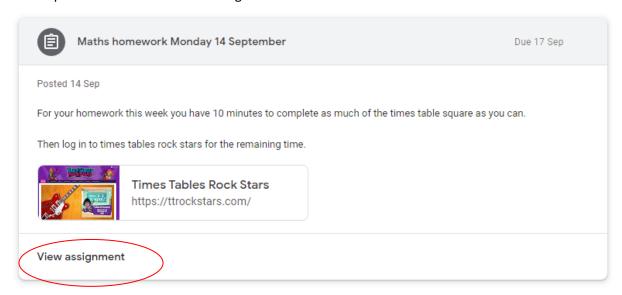
When you click on the classwork tab, your work will be organised in weeks. Within the week there will be all of the work for that week.

Click on the week. This will show you all of the tasks that have been set for that week.

Click on the title of the task and this will give you the information and the attachments for this task.

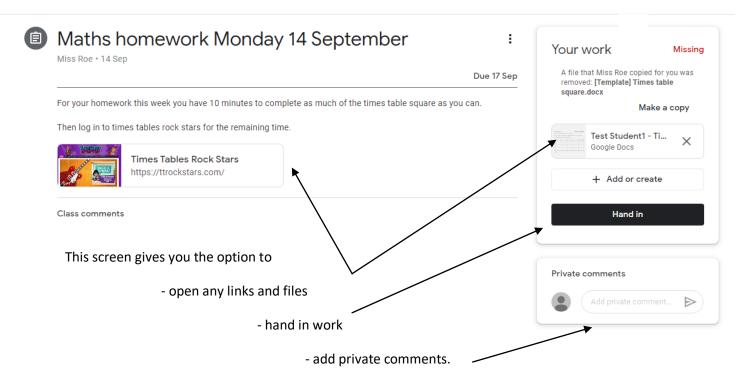


It will open like this. Click on view assignment in the bottom left hand corner.



This will open the assignment and any attachments.

4 St E ■



When you open an attachment it will open in a new window. It may give you the option to open with google docs at the top of the screen in the centre. This means that you can edit the file and it will automatically save in google drive. This function may not be available on some devices.



If you open the document this will allow you to edit it in google documents. This will automaticaly save in your drive.