



Prêt à (ap)porter:
Academic Conversations & visual media: *Supporting your lesson with quality & relevant videos*

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Google Classroom HowTo Doc.

Loading an assignment (TEACHER)

1. Click on assignment
2. Name it (description optional)
3. Give a due date (time is optional)
4. Load the document and/or link
If it's a google form only give them the availability that you give when "sending" a form
5. Check the class period(s) that you want to have it
6. Click "Assign"

NOTE: Once you upload kids have access to it

NOTE: If you want to make changes after uploading you have to take it down and reload it.

First time getting students in to join a class:

1. Students go to classroom.google.com
2. They are to enter as a "student", they will then be prompted to log into their google drive. They will then select "join a class"
3. Give them the unique class code (for each class this is different and its found on the left side of your teacher page)
4. They are now in your class and should see any preloaded assignments.

NOTE: Now that students are in, they can write to each other in the classroom. I highly recommend you give your class guidelines for this. ([Discussion board guidelines discussed in presentation.](#))

Logging in after the first time: (STUDENT)

1. Students go to classroom.google.com
2. Log into drive as prompted
3. Enter desired classroom.

Working on assignments (STUDENT).

1. Click on assignment name
2. Start working
3. Click “turn in” when it’s complete or “mark as done” if it’s a form.
4. Students can “un-submit” work if needed, just be sure to click “turn in” again.

Grading work (TEACHER)

1. Find the assignment you want to grade
2. Click on the number of students “done”
3. Student names will appear
4. Click on their name and link to work their will appear.
5. Click on link to view work. Leave comments in the work if you choose.
6. Exit the work.
7. Type the grade into the “grade” area. Leave any additional comments below, if you want.
8. Click “Return” work before you leave that screen. I recommend you do this every 5-7 students. Students will receive an email once you “return” the assignment.
9. After work is returned, students can revise the work and resubmit for redo’s.

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Resources for Region XIII Presentation “Prêt à (Ap)porter”

By Tammy Nettles, Leander ISD

Google Classroom Tips & Astuces

<http://dailygenius.com/10-tips-getting-started-google-classroom/>

[http://www.educatorstechnology.com/2015/01/everything-teachers-need-to-know-about.html?utm_source=feedburner&utm_medium=email&utm_campaign=Feed:+educatorstechnology/pDkK+\(Educational+Technology+and+Mobile+Learning\)](http://www.educatorstechnology.com/2015/01/everything-teachers-need-to-know-about.html?utm_source=feedburner&utm_medium=email&utm_campaign=Feed:+educatorstechnology/pDkK+(Educational+Technology+and+Mobile+Learning))

<https://www.google.com/edu/training/get-trained/classroom/basics.html>

Flipped Classroom News

<http://dailygenius.com/overcoming-common-hurdles-flipped-classroom/>

Twitter for Educators

<http://www.freetech4teachers.com/2014/10/how-to-search-twitter-for-educational.html#.VMadREf-Sp>

<https://www.blendspace.com/lessons/z6g9uMf4xN-X1g/using-twitter-to-build-your-pln>

<http://www.educatorstechnology.com/2014/09/must-have-resources-on-using-twitter.html>

Tech Tips

<http://www.edudemic.com/5-tips-keeping-students-task-using-tech/>

<http://ideas.ted.com/2014/09/03/theres-no-app-for-good-teaching/>

TV5monde.com

<http://www.tv5monde.com/cms/chaine-francophone/Revoir-nos-emissions/Franche-connexion/p-23231-Accueil.htm>

<http://apprendre.tv5monde.com/>

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