

Getting Started with Google Classroom

Learning Management System



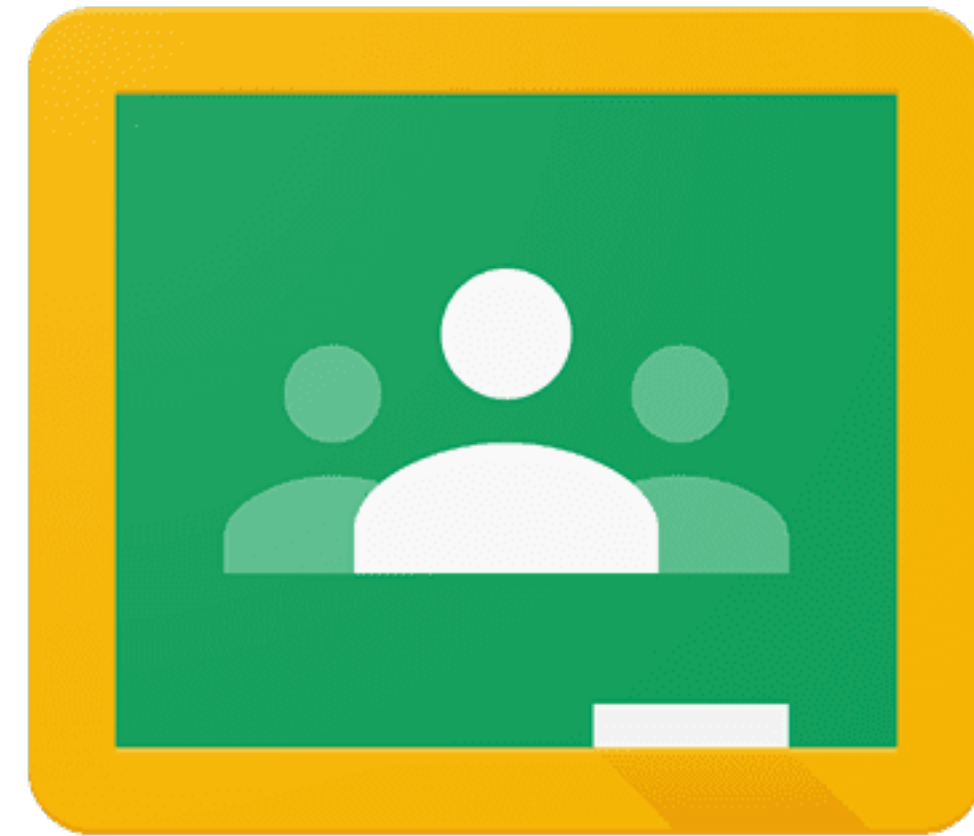
Classroom Modules prepared by St. Chamuel College
Reference: DISCS ALLS ADMU LS

Learning Objectives

- Log in to Google Classroom
- Join a Class
- Organize Google Classroom homepage



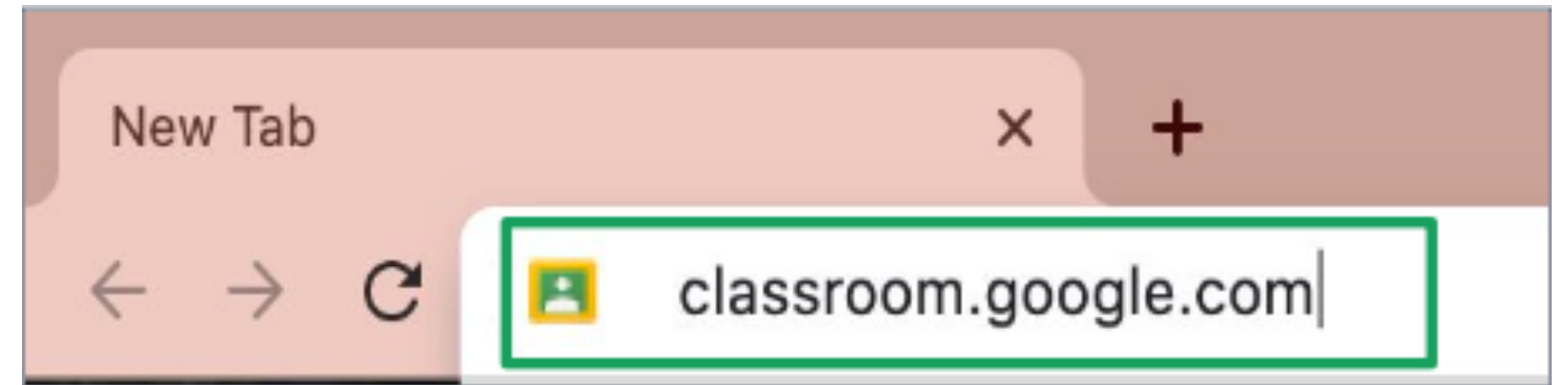
Logging in to Google Classroom



Logging in

Step 1:

- Using your web browser, go to classroom.google.com



Logging in

Step 2:

- Type in your Chamuelian email



Google

Mag-sign in

Gamitin ang iyong Google Account

Email o telepono

██████████@chamuel.edu.ph

[Nakalimutan ang email?](#)

Hindi mo ito computer? Gamitin ang Guest mode upang pribadong mag-sign in. [Matuto pa](#)

[Gumawa ng account](#) [Susunod](#)

Logging in

Step 3:

- After typing your email, click **Next**

Google

Mag-sign in

Gamitin ang iyong Google Account

Email o telepono

[Nakalimutan ang email?](#)

Hindi mo ito computer? Gamitin ang Guest mode upang pribadong mag-sign in. [Matuto pa](#)

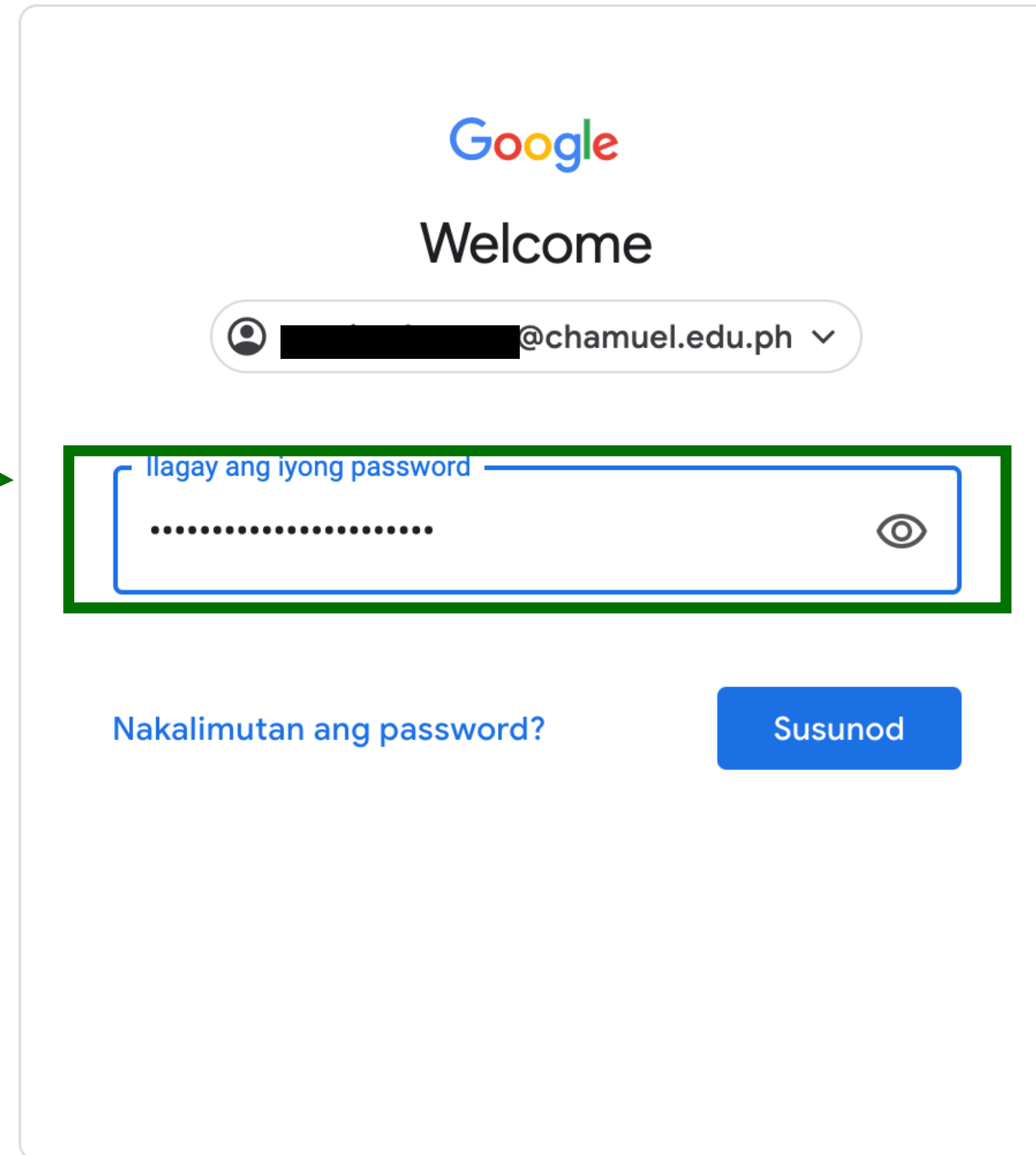
[Gumawa ng account](#)

[Susunod](#)

Logging in

Step 4:

- Type in your password.



Google

Welcome

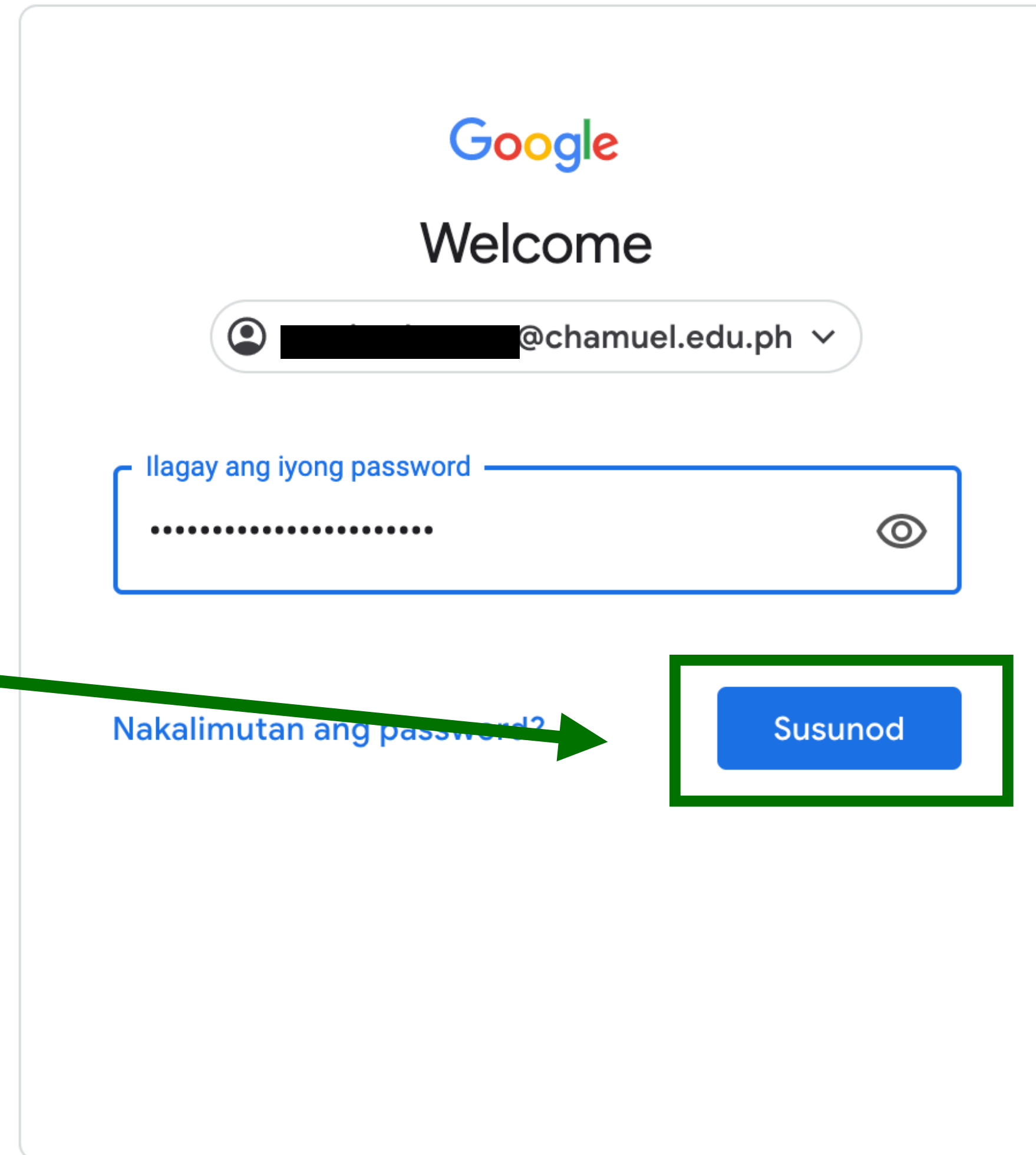
Ilagay ang iyong password

[Nakalimutan ang password?](#)

Logging in

Step 5:

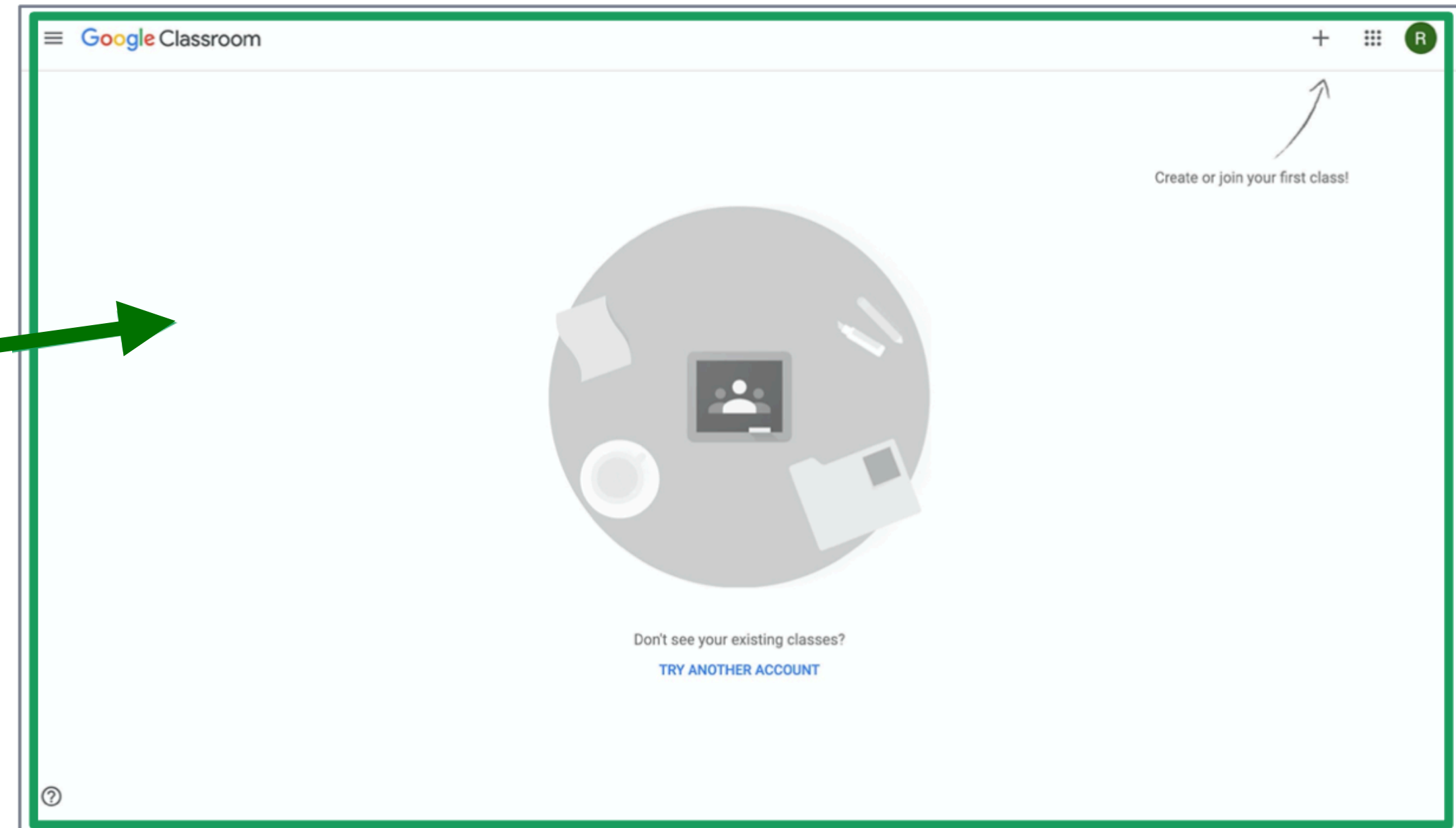
- After typing your password, click **Next**



The image shows a Google login interface. At the top is the Google logo, followed by the word "Welcome". Below that is a text input field containing an email address ending in "@chamuel.edu.ph". Underneath is a password input field with a blue border and a label "Ilagay ang iyong password". The password is masked with dots, and there is an eye icon to toggle visibility. At the bottom left, there is a link "Nakalimutan ang password?". To the right of this link is a blue button labeled "Susunod", which is highlighted with a green rectangular border. A green arrow points from the word "Next" in the text on the left to this "Susunod" button.

Logging in

- This brings you to the **Google Classroom Homepage**



Joining a Class



Joining a Class

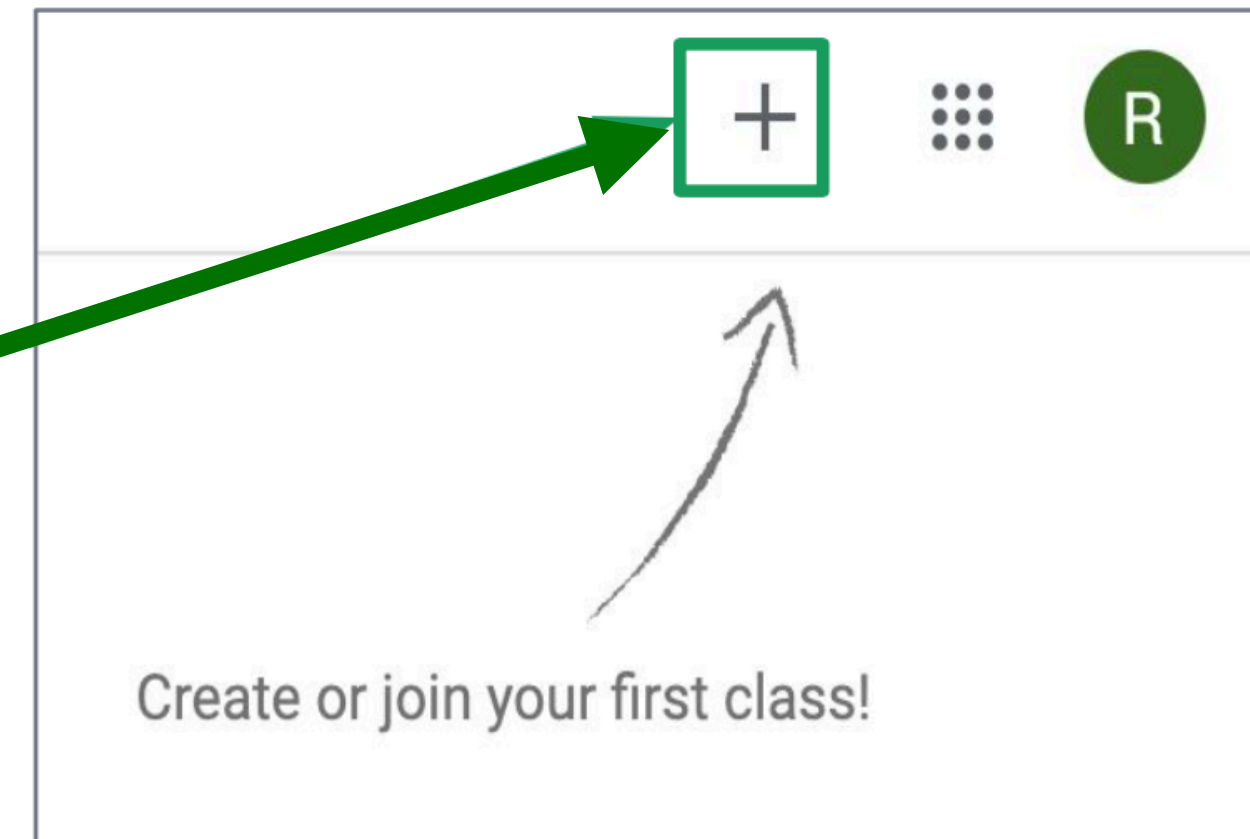
Two ways

- There are two ways to join a class in Google Classroom
 - Using a **class code** from your teacher
 - Using an **email invitation** from your teacher

Using a Class Code

Step 1:

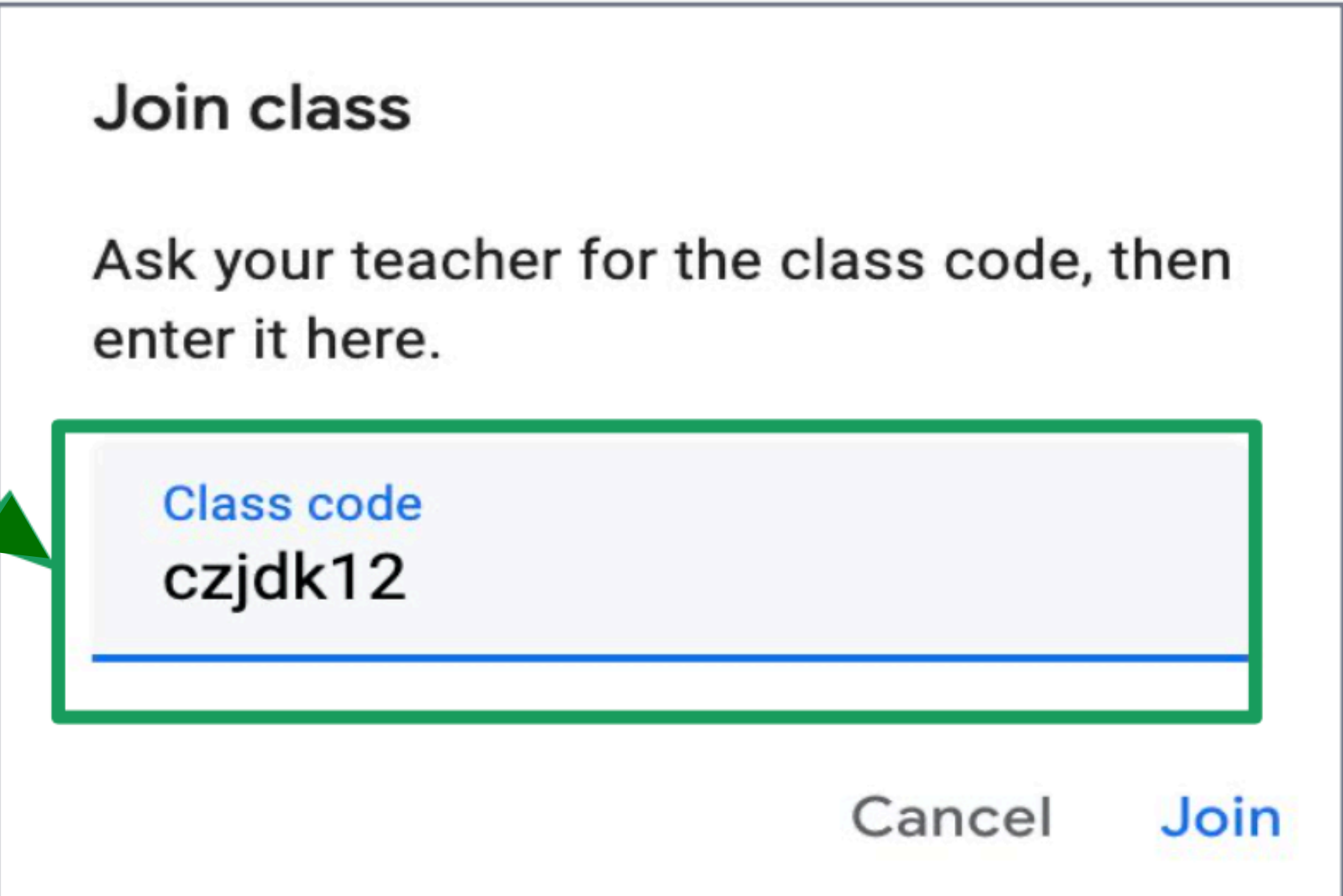
- At the upper right-right corner of the page,
- click the **+ sign**.



Using a Class Code

Step 2:

- Type the **class code** sent to you by your teacher



Join class

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

Class code
czjdk12

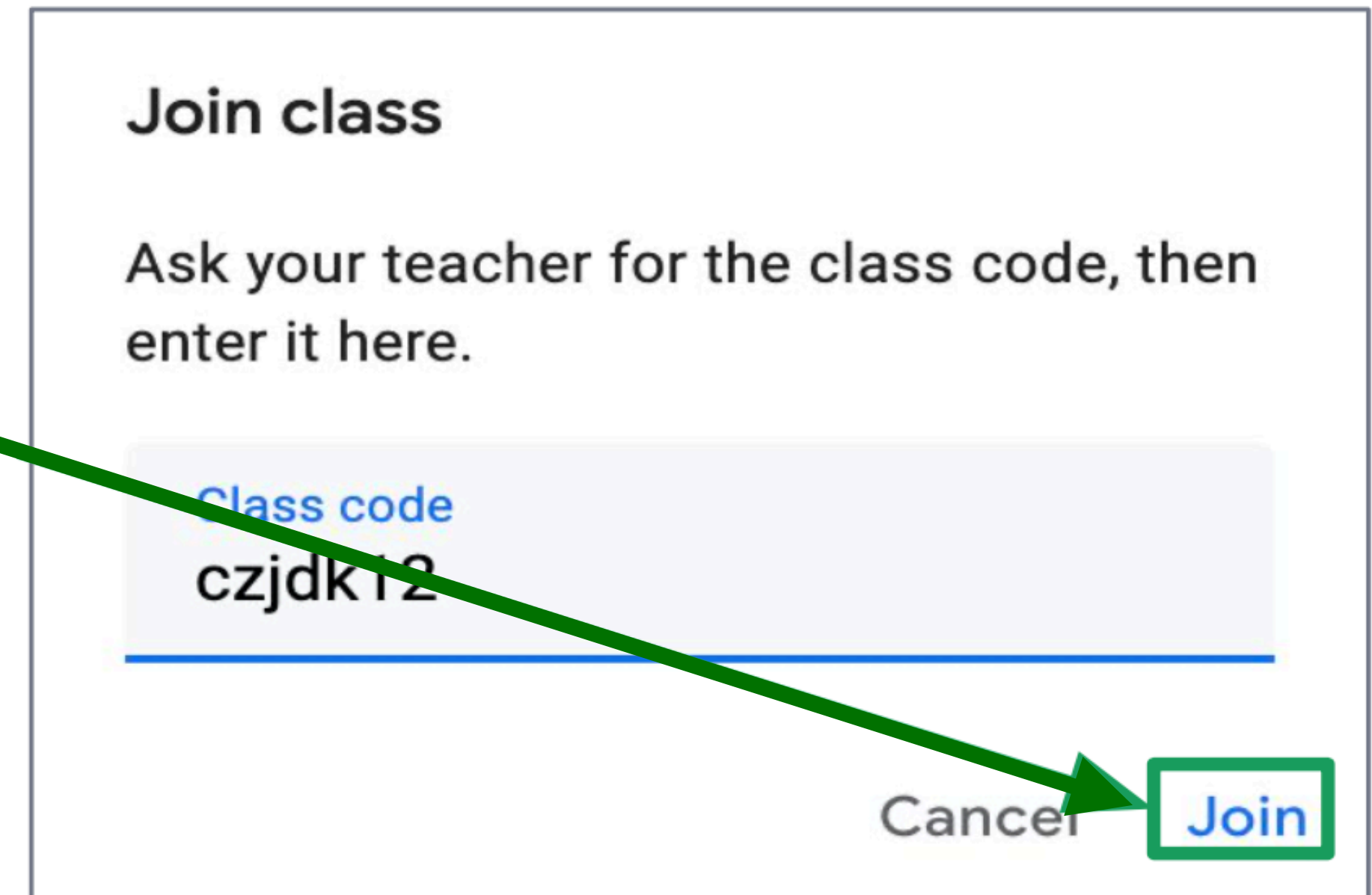
Cancel Join

A green arrow points from the text 'Type the class code sent to you by your teacher' to the input field containing the class code 'czjdk12'.

Using a Class Code

Step 3:

- Click **Join**



Join class

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

Class code
czjdk12

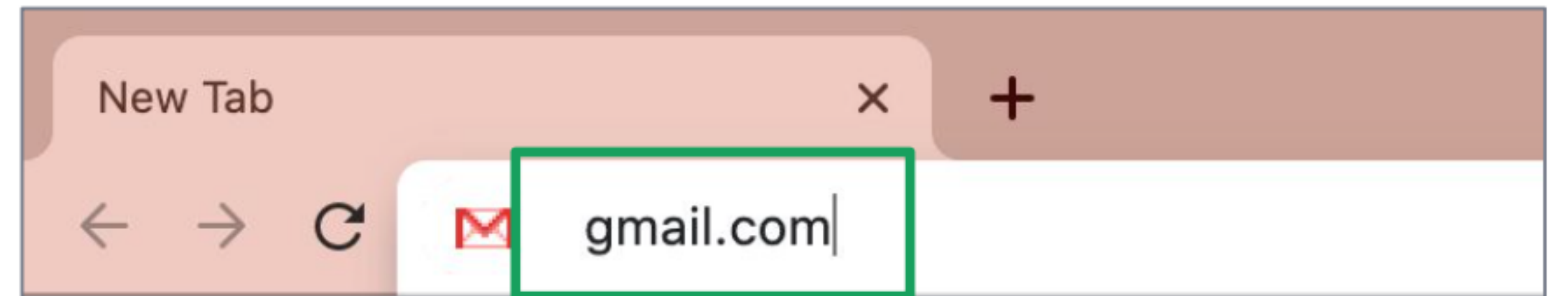
Cancel **Join**

A green arrow points from the word 'Join' in the list item to the 'Join' button in the dialog box.

Using an Email Invitation

Step 1:

- Using your web browser, go to: gmail.com



Using an Email Invitation

Step 2:

- Type in your Chamuelian email



Google

Mag-sign in

Gamitin ang iyong Google Account

Email o telepono

██████████@chamuel.edu.ph

[Nakalimutan ang email?](#)

Hindi mo ito computer? Gamitin ang Guest mode upang pribadong mag-sign in. [Matuto pa](#)

[Gumawa ng account](#) [Susunod](#)

Using an Email Invitation

Step 3:

- After typing your email, click **Next**

Google

Mag-sign in

Gamitin ang iyong Google Account

Email o telepono

[Nakalimutan ang email?](#)

Hindi mo ito computer? Gamitin ang Guest mode upang pribadong mag-sign in. [Matuto pa](#)

[Gumawa ng account](#)

[Susunod](#)

Using an Email Invitation

Step 4:

- Type in your password.

A screenshot of the Google login page. At the top, the Google logo is displayed in its multi-colored font, followed by the word 'Welcome' in a black sans-serif font. Below this is a rounded rectangular input field for the email address, containing a blacked-out email address followed by '@chamuel.edu.ph' and a small downward arrow. The main focus is a password input field, which is highlighted with a thick green border. Inside this field, the text 'Ilagay ang iyong password' is visible at the top left, and a series of dots represents the password. To the right of the dots is an eye icon. Below the password field, there is a link that says 'Nakalimutan ang password?' and a blue button labeled 'Susunod'.


Using an Email Invitation

Step 5:


- After typing your password, click **Next**

Google

Welcome

 [Redacted]@chamuel.edu.ph ▾

Ilagay ang iyong password

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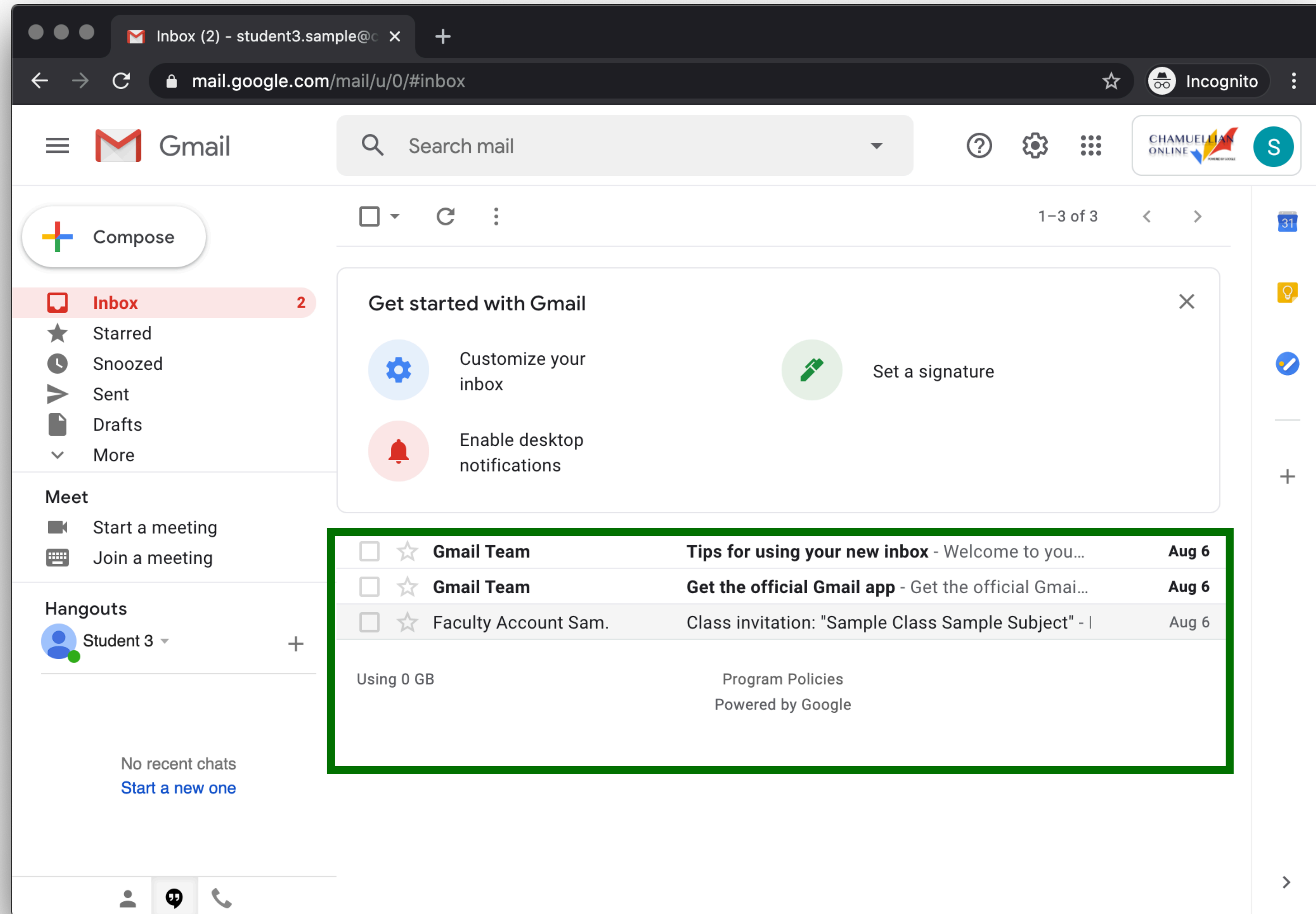
[Nakalimutan ang password?](#)

Susunod

Using an Email Invitation

Step 6

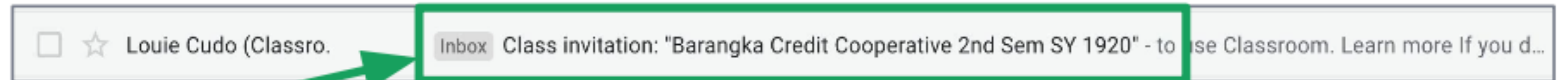
- This brings you to your **Inbox**



Using an Email Invitation

Step 7

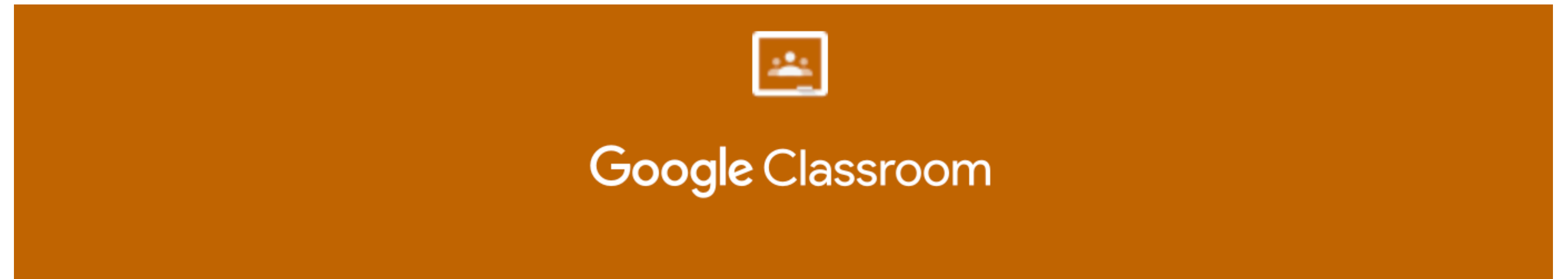
- Look through your inbox for an email invitation



Using an Email Invitation

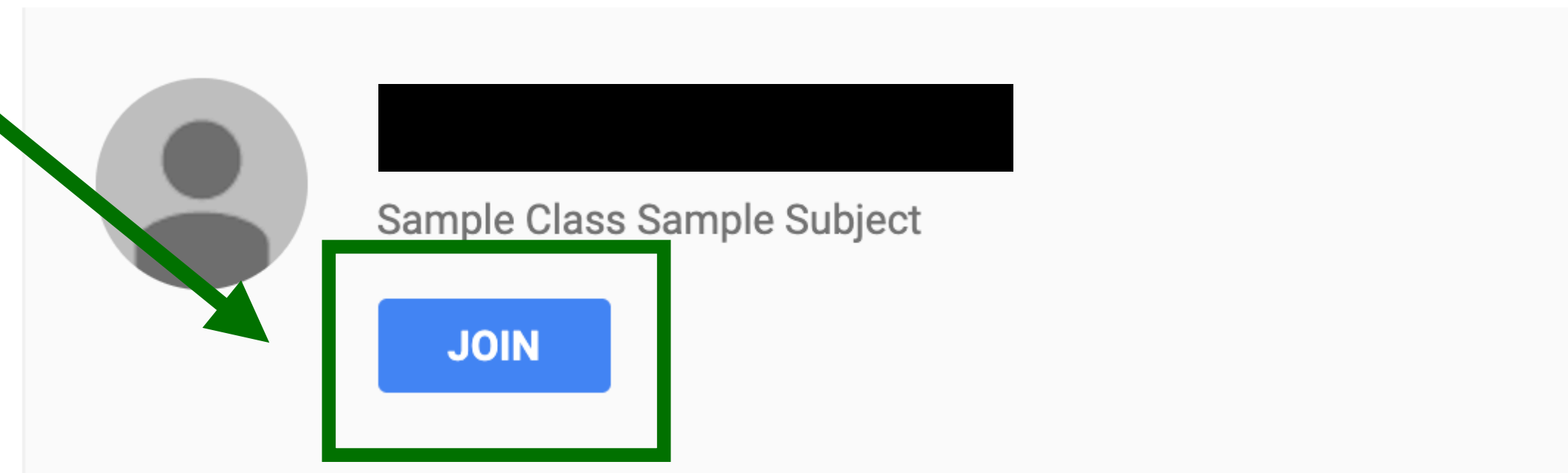
Step 8

- Click **Join**



Hi [REDACTED],

Faculty Account Sample ([REDACTED]@chamuel.edu.ph) invited you to the class [Sample Class Sample Subject](#).



If you accept, your contact information will be shared with the class members and applications they authorize to use Classroom. [Learn more](#)

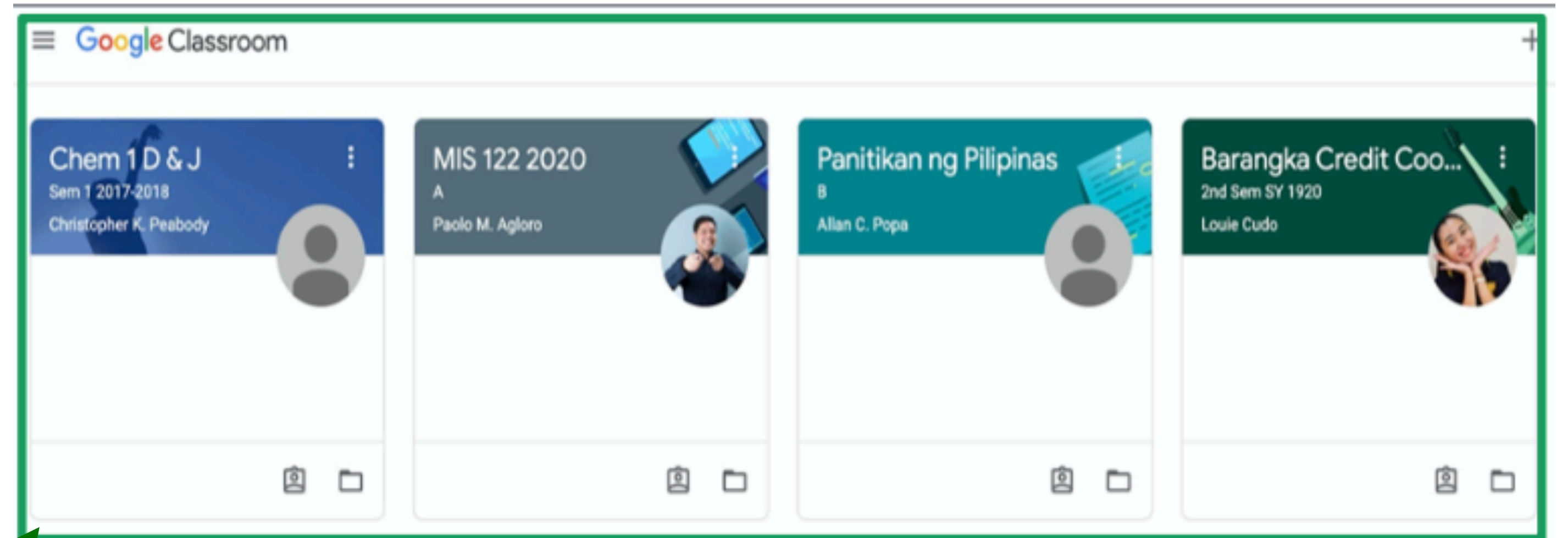
Rearranging Classes



Rearranging Classrooms

Step 1:

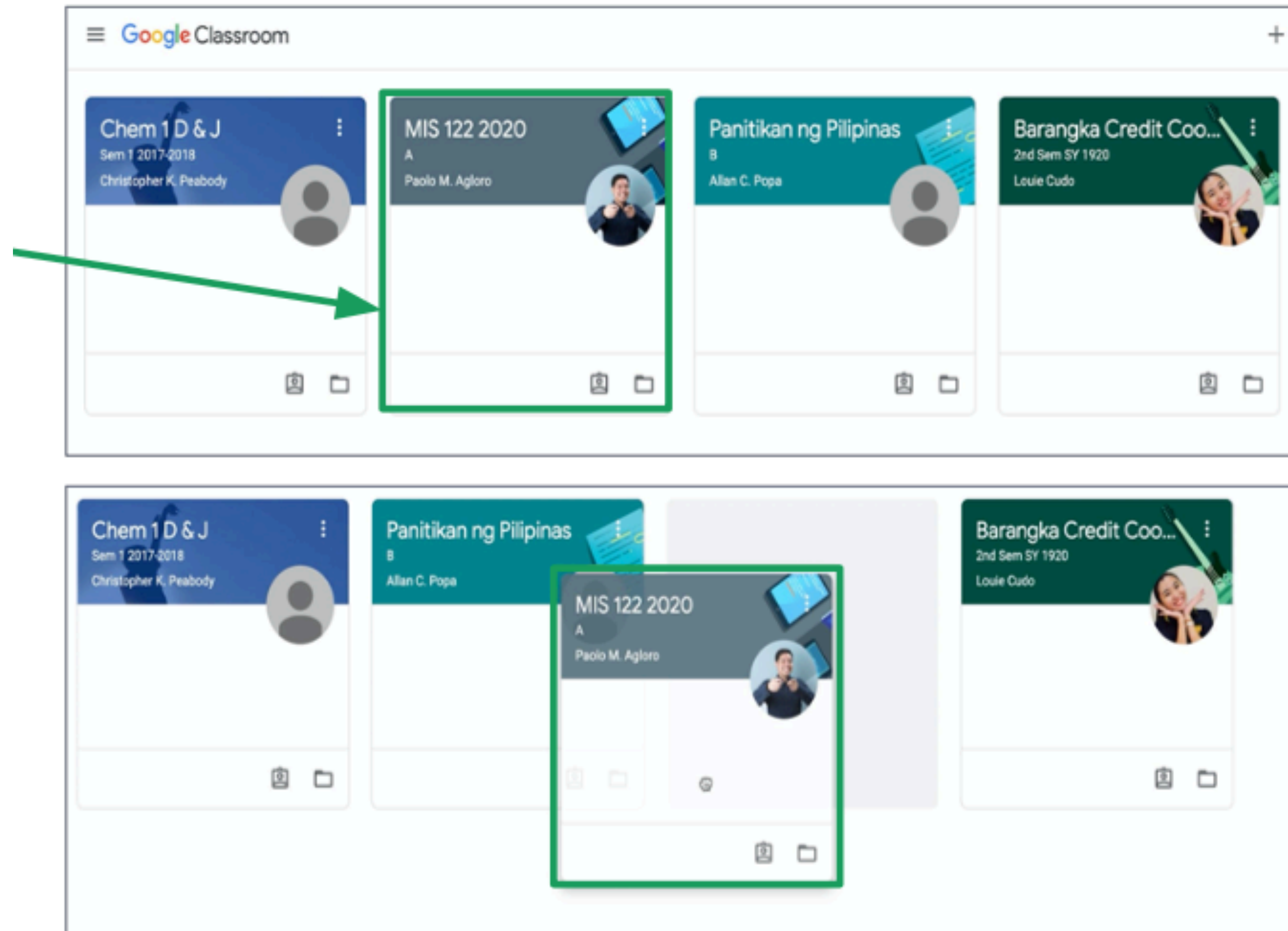
- You can rearrange classes in the homepage
- Go to **Google Classroom homepage.**



Rearranging Classrooms

Step 2:

- Click and drag the **class** you want to move to a new position



Any questions on this module?

Send an email to your IT Support

- support@chamuel.edu.ph