

## How to access Google Drive and Google Classroom

### Step 1

Type: [www.google.co.uk](http://www.google.co.uk) into your address bar.

### Step 2

Click on the icon in the top right-hand corner.



### Step 3

Click on the icon that says 'Drive' if you want to access Google Drive.

### Step 4

Enter the e-mail address and password. Your Google Drive will now appear.

## Accessing Google Classroom

Repeat steps 1 and 2 from above.

### Step 3

Click on the icon that says 'Google Classroom'. (If this does not appear you will need to press the button at the bottom that says 'More from Google'. A new tab will appear and you need to scroll down to the bottom until you see the 'Google Classroom' icon.



Google  
Classroom

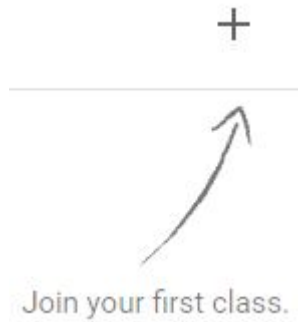
### Step 4

Enter the e-mail address and password that is written on the label/inside of your reading record.

### Step 5

Many of the children will have already joined their classroom, but if they haven't they will need to follow the instructions below to join the classroom. This is important because this is where a lot of the work we set will appear.

A screen will appear with this message.



Click on the + icon.

A screen will appear asking you for the class code.

You should now be able to join your classroom