Using Google Classrooms at Home

Dear parent/carer

As you may be aware Denton Community College utilises Google's office packages for email, documents and electronic storage to support communication and provide students a free method of using completing electronic work.

Some departments and students are already using a programme within this called Google Classrooms. Google Classrooms is a way of electronically setting and monitoring homework and from September we will be setting all homework via this platform alongside the student planner.

This means that students will be provided with detailed instructions regarding their work and will be able to access a range of electronic documents to support them in this.

As a parent you will also be able to receive an email summary of your child's homework, deadlines and time/date of submission. We believe this will help improve the quality of homework and improve the quality of student/teacher communication supporting learning outside of the classroom.

As Google Classrooms is part of the G-Suite of programmes it can be accessed through a computer or a mobile device and can be used on any operating system including Microsoft, Android and Apple.

The most efficient way of doing this is by adding your child's school google account to a mobile device and a number of free Google mobile apps that are interconnected. As these are web based programmes they do not require large amounts of memory and will improve your child's ability to complete their homework at home via their mobile device.

We recommend that you download the following apps:
- Google Classrooms
- Google Drive
- Google Docs
- Google Sheets
- Google Slides
- Google Hangouts - Meet
- The Chrome Web Browser (even if you have another web browser)

To support you and your child with this we have a provided a Google Section on the school website **xxxxxxx** Here you will be able to find:

- Detailed installation walkthroughs for adding a Google account to an Android or Apple device
- A sign up link to receive email summaries of your child's homework

Additional information will be added in due course and we will communicate with you via email or the school website. At the end of this letter is a number of FAQ's that may support any questions that you may have.

FAQ

Which apps does my child need to download?
We recommend that the following Google Apps (Google Drive, Google Docs, Google Classrooms, Chrome and Gmail) are installed onto your mobile device. Most Android devices will have a number of these already preinstalled. You can access these through the online Google Play Store, Apple App Store or Windows App Store.

Can I use an Apple device to use Google Classrooms?
Yes, please follow the walkthrough on the school website explaining how to add your school account. It is best to install Google Chrome alongside your Safari Web Browser as Safari will attempt to sign students into classrooms using their Apple ID and not the school account.

When we try and log in, Google Classrooms says that I cannot access the system. Why is this?
Make sure you are signing into Google Classrooms with your school account information. Only your school account will be able to access the system. A personal Gmail account cannot login to the school system.

How can I work out my child's log in details?
You need to log in with your child's school email and school password. The IT technician will be able to reset the password. The school email takes the following structure (year your child started)(surname)(first initial)@dentoncommunitycollege.org.uk eg 17smithk@dentoncommunitycollege.org.uk

I have started the login but how do I login to the RealSmart System?
The login for the RealSmart system does not require the full email login. You just need the start eg 17smithk and your child's password

Can my child still submit their homework on paper?
Yes, the homework will be set electronically but many subject areas will require the written homework to be completed in books or on paper.

Can we upload photos of work completed on paper?
Yes, the Google Classrooms system allows multiple methods of submission. If you are struggling to upload information please email the individual teacher directly.

My child does not have a mobile device. How can we access the electronic homework?
You can access G Suite through any computer connected to the internet. Simply go to the main Google homepage and login with your child's school account. You will be able to access the Google Suite Programmes from the top left hand side. Scroll down to access Google Classrooms.

How do I get an email summary of my child's homework?
You need to make sure that we have a valid and up to date email for one parent. You can provide us with this information by completing the electronic questionnaire listed on the school website.

When we log into Google Classrooms on a mobile device we sometimes cannot complete the electronic homework?
Make sure that you have the full range of Google Applications downloaded. For instance some work may contain a Google Docs file and you will need this installed onto your device to be able to access it or edit it.

I need some additional one on one support. Can you provide this?

We are in the process of setting up a system where parents can access a drop in via a weblink and investigating ways we can support this. This may involve the uploading of videos. Please check the website regularly.

Can we access email and calendars through G Suite?
Yes. You child can have access to their school email to contact staff and other students. Your child can also access their school timetable on their phone. This will automatically update if long term changes are made. To do this ensure that your child's school Google account has the Google Calendar and Gmail synced to the mobile device you are using.

How can we find out more information about the G Suite packages?
Google has an excellent electronic learning zone where you can access information to support you. This will give you and your child detailed tips on how to use the Google Applications and packages to support their learning. You can access this platform here: https://gsuite.google.com/learning-center/#!/