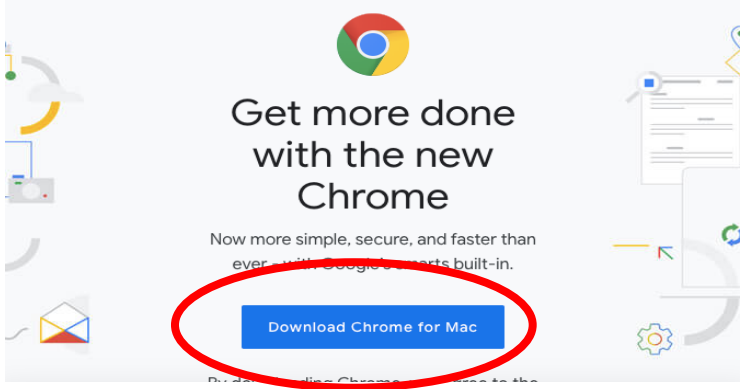
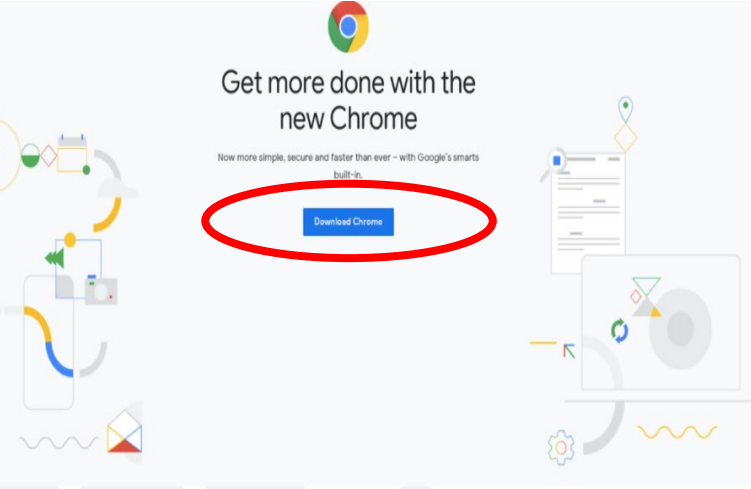


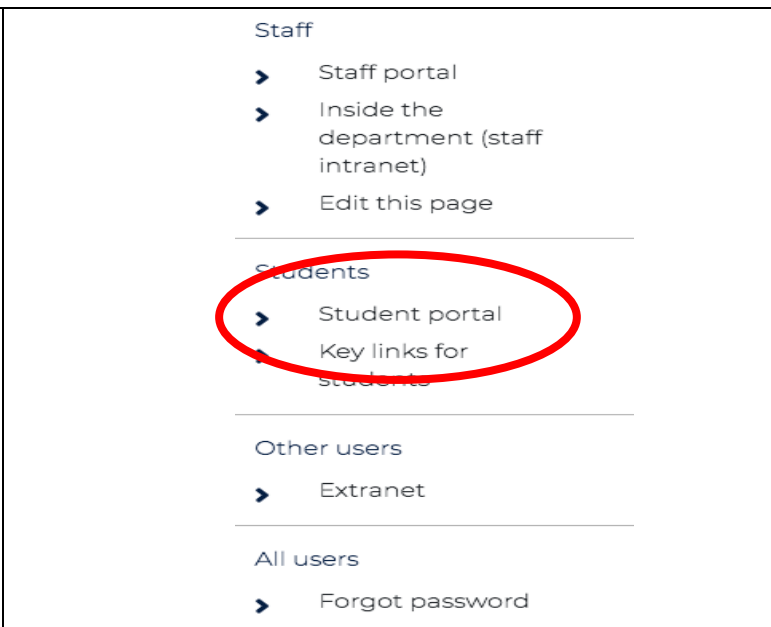
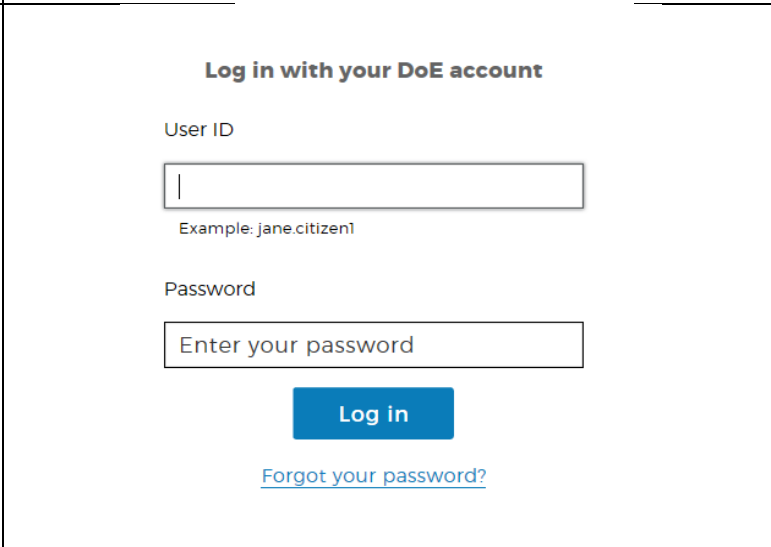


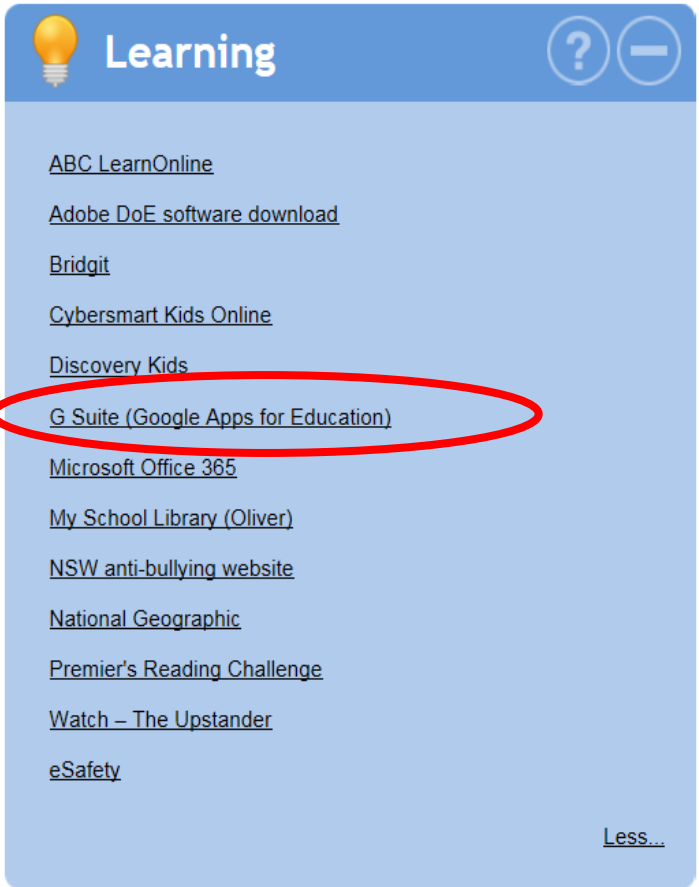


## HOW TO USE GOOGLE CLASSROOM

<p><b>Step 1:</b></p> <p>Download Google Chrome</p> <p>Google Classroom works best when using Google Chrome.</p> <p>Open the internet and go to <a href="https://www.google.com/chrome/">https://www.google.com/chrome/</a></p> <p>Press download</p>	<p>MAC USERS</p>  <p>PC USERS</p> 
<p><b>Step 2:</b></p> <p>Once Google Chrome has been installed</p> <p>Open the Internet and go to <a href="https://www.education.nsw.gov.au">www.education.nsw.gov.au</a></p>	
<p><b>Step 3:</b></p> <p>Click "Log in"</p>	

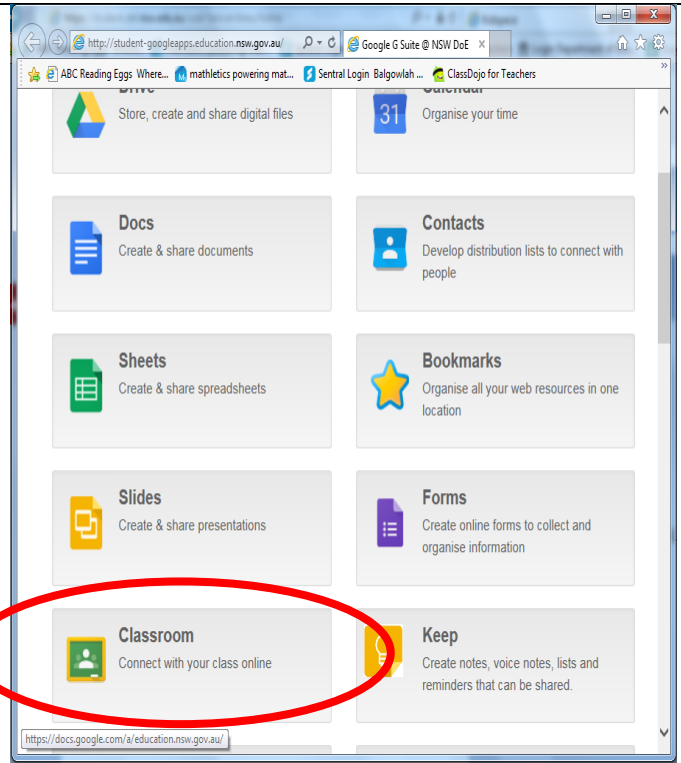
<p><b>Step 4:</b></p> <p>Click "Student portal"</p>	 <p>Staff</p> <ul style="list-style-type: none"> <li>&gt; Staff portal</li> <li>&gt; Inside the department (staff intranet)</li> <li>&gt; Edit this page</li> </ul> <hr/> <p>Students</p> <ul style="list-style-type: none"> <li>&gt; <b>Student portal</b></li> <li>&gt; Key links for students</li> </ul> <hr/> <p>Other users</p> <ul style="list-style-type: none"> <li>&gt; Extranet</li> </ul> <hr/> <p>All users</p> <ul style="list-style-type: none"> <li>&gt; Forgot password</li> </ul>
<p><b>Step 5:</b></p> <p>Login with details</p> <p><a href="mailto:first.last@education.nsw.gov.au">first.last@education.nsw.gov.au</a></p> <p>Password : student</p> <p>In subsequent logins you may only need to enter your first.last name and any number (if applicable).</p> <p>(Eg amy.sly1 or ben.day)</p>	 <p style="text-align: center;"><b>Log in with your DoE account</b></p> <p>User ID</p> <input type="text"/> <p>Example: jane.citizen1</p> <p>Password</p> <input type="password" value="Enter your password"/> <p style="text-align: center;"><b>Log in</b></p> <p style="text-align: center;"><a href="#">Forgot your password?</a></p>
<p><b>Step 6:</b></p> <p>Read Conditions of use and Click "Agree"</p>	 <p style="text-align: right;">Logged in as</p> <p style="text-align: center;"><b>KIDSPACE</b> NSW DEPARTMENT OF EDUCATION</p> <p><b>Conditions of Use</b></p> <p><b>When going online I agree to follow these rules.</b></p> <ul style="list-style-type: none"> <li>• <b>No</b> to looking for, reading, sending or linking to anything rude, scary or unkind</li> <li>• <b>Go</b> to a responsible adult if I see anything rude, scary or unkind</li> <li>• <b>Tell</b> a responsible adult about anything I receive, send or read that makes me feel uncomfortable</li> </ul> <p style="text-align: center;"> <input type="button" value="Disagree"/> <input type="button" value="Agree"/> </p>

<p><b>Step 7:</b></p> <p>Click "<u>More...</u>"</p>	 <p>The screenshot shows a blue header with a lightbulb icon and the word 'Learning'. Below the header, there are two links: 'ABC LearnOnline' and 'Adobe DoE software download'. At the bottom right, the link 'More...' is circled in red.</p>
<p><b>Step 8:</b></p> <p>Click "<u>G Suite (Google Apps for Education)</u>"</p>	 <p>The screenshot shows the same blue header. Below it, a list of links is displayed: 'ABC LearnOnline', 'Adobe DoE software download', 'Bridgit', 'Cybersmart Kids Online', 'Discovery Kids', 'G Suite (Google Apps for Education)', 'Microsoft Office 365', 'My School Library (Oliver)', 'NSW anti-bullying website', 'National Geographic', 'Premier's Reading Challenge', 'Watch – The Upstander', and 'eSafety'. The link 'G Suite (Google Apps for Education)' is circled in red. At the bottom right, there is a 'Less...' link.</p>



**Step 9:**

Click "Classroom"



**Step 10:**

Click on your class

