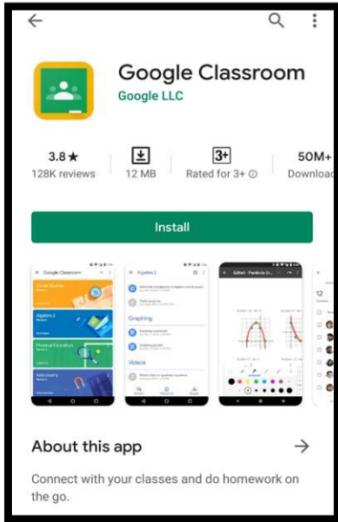
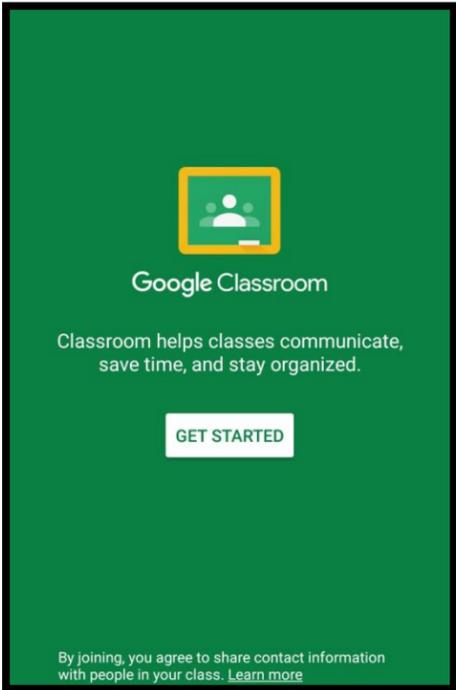


Dear Parents,

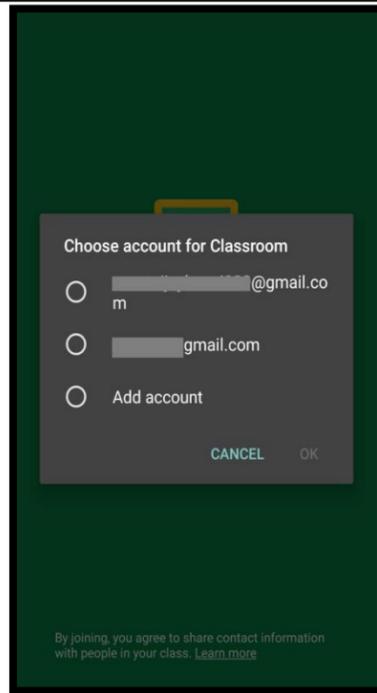
We request you to kindly make the gmail account in the name of your ward (student name).

Please follow the steps below to download Google Classroom:

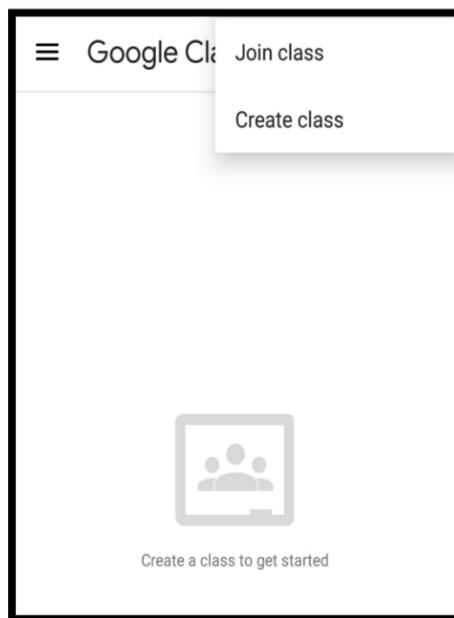
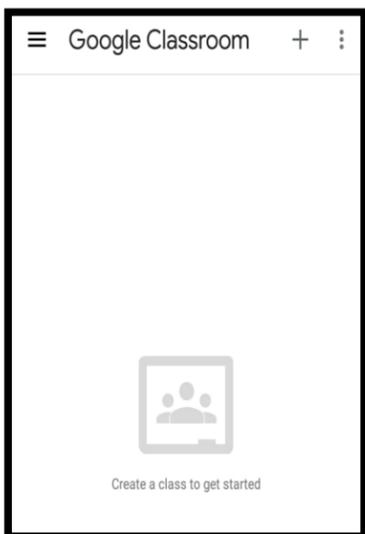
❖ **Steps to access Google Classroom for Mobile Users**

<p><b>Step 1: Go to Play store and App Store</b></p>	
<p><b>Step 2: Type Google Classroom and Install</b></p>	
<p><b>Step 3: Click on Get Started</b></p>	

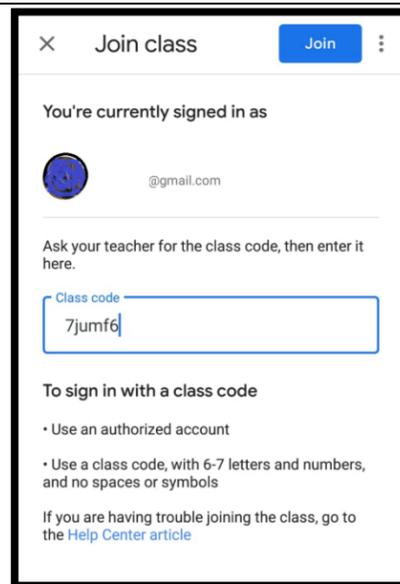
**Step 4: Choose your email-id.**



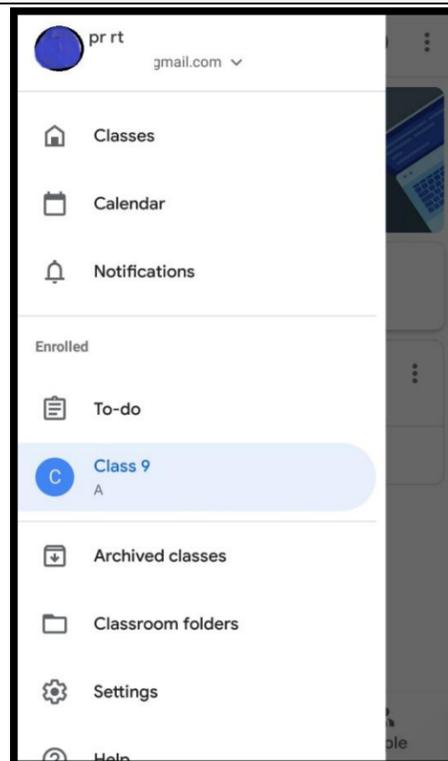
**Step 5: Click on + sign and Join Class**



**Step 6: Fill Class code provided by school and join**



**Step 7: Click on the left hand button. A drop down menu opens. Choose the class & subject.**



**Step 8: The class opens with uploaded assignments.**

**Stream**

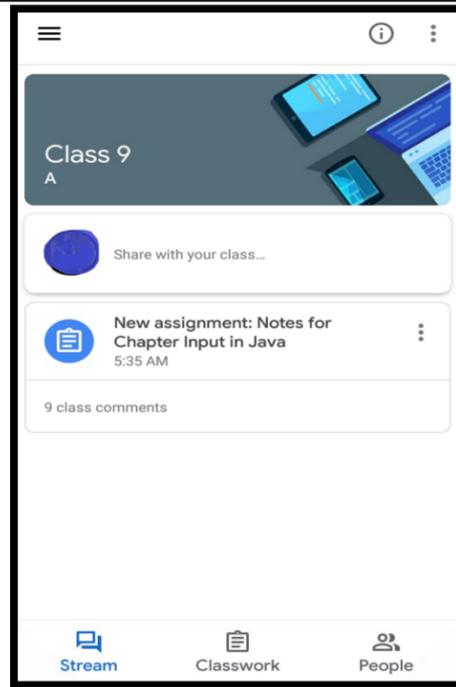
List of Assigned work

**Classwork**

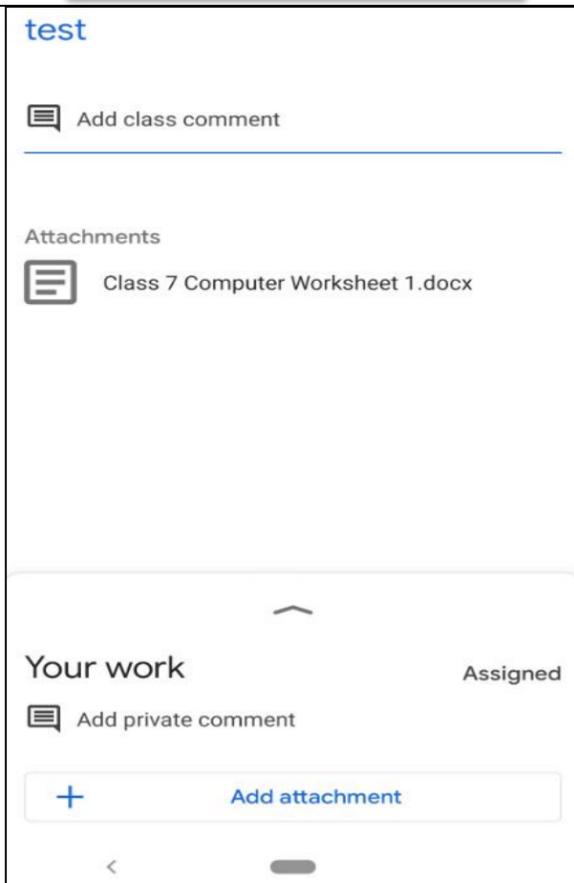
Displays all attachments of the Assignments

**People**

Shows list of students

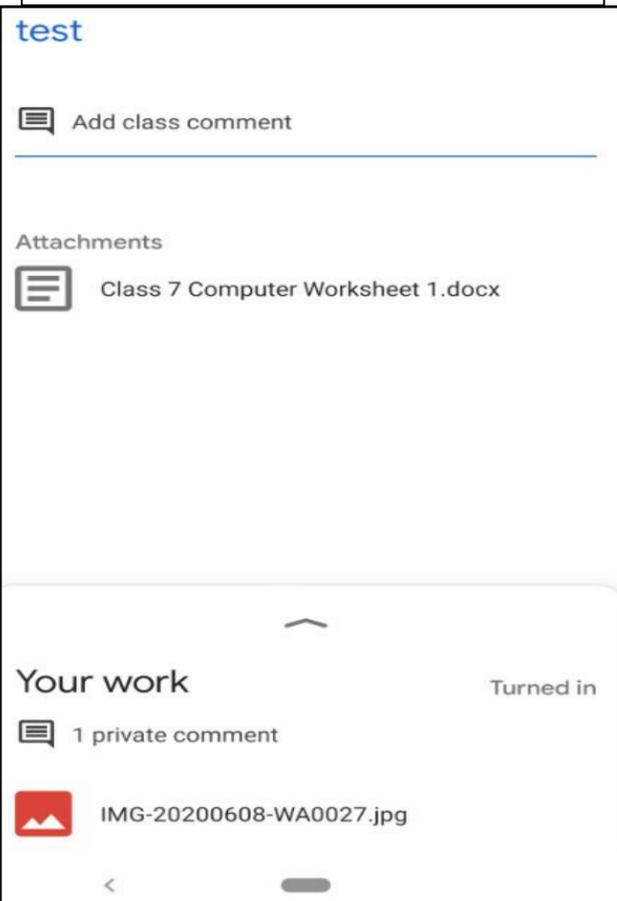
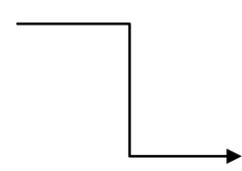


**Step 9: To submit Assignment  
Click on Assignment  
Add Attachments  
Choose attachments from the options.  
Click on **Turn in** to submit.**



**Step 10: You will receive a message Work Submitted**

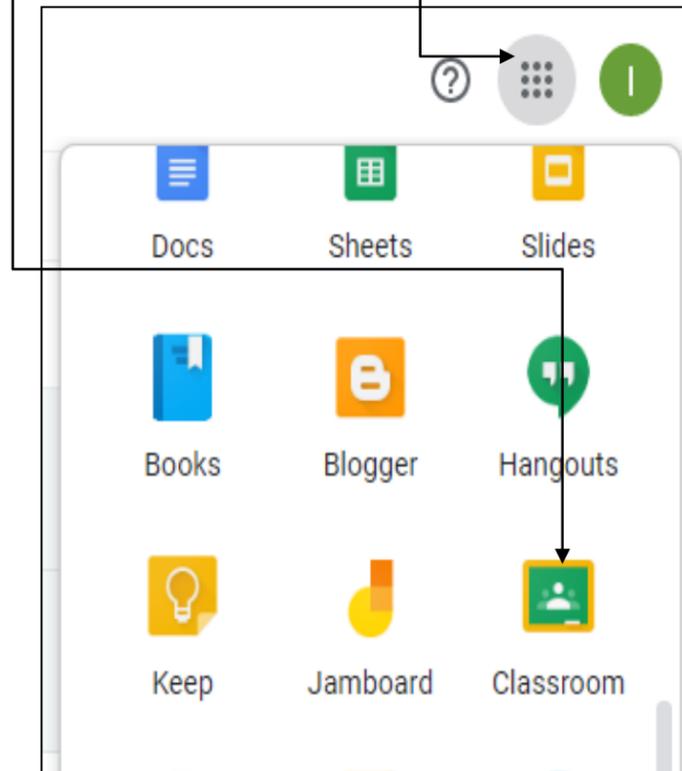
**The uploaded image can be seen.**



## ❖ Steps to access Google Classroom for (Desktop/Laptop) Users

**Step 1: Login to your Gmail account.**

**Step 2: Click on the grid at top right corner.  
Scroll down to Classrooms.**



**Follow Steps from 5 to 10 as instructed in table above.**

Thank You