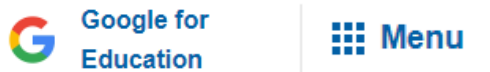


How to guide: Getting onto Google Classroom from home (Years 3-6)

1. First log into Hwb using your username and password (see Hwb card)
<https://hwb.gov.wales/>
2. Once you are logged in, click on the **'Google for Education'** icon (this is either on their home page or within the menu waffle tile at the top of the page). You will be asked to sign in again, use your Hwb username and password for this.



3. You should then see a page that has your class page e.g. *Year 6 2019 –20*. This is your 'google classroom'. Your teacher may post something into your 'google classroom' and you can do this at home.
4. Once you have finished your piece of work you may click **'turn in'** and this will be directly to your teacher. If not, save your work and you can print it when you are back in school. **There is no requirement to submit work until we are back in school. There is no pressure to complete work, it is there is for want it.**

IMPORTANT: TEACHERS CANNOT EMAIL/DISCUSS ANYTHING ONLINE WITH INDIVIDUAL PUPILS.