Create a Google Class Group

1. Click on the dock at the top right of your screen, and then click on 'Classroom'

2. Once the Classroom screen opens, click on the '+' sign to create a new class

3. Then click 'Create Class'

Gmail Drive Calendar

Keep Admin Classroom
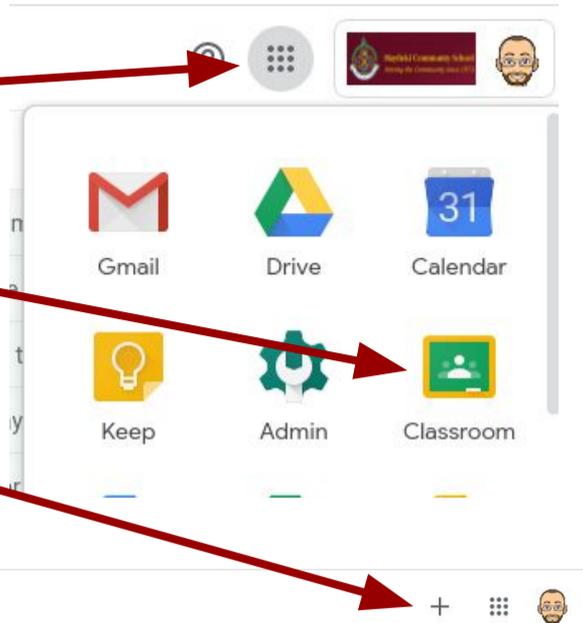
☰ **Google** Classroom + ⋮⋮⋮ 👤

Create class

Class name (required)

Section

Subject

Room

Cancel Create

4. Give your class a name. Optionally, you can also add subject, section, etc.
Click 'Create' once you're done.

5. Once the group is created, (takes a little bit of time) you will automatically be taken to a new screen.

6. To add students to the group, click on the 'People' tab at the top.

☰ Test Group   Stream   Classwork   People   Marks

Test Group
Class code med6xvy ⌗

Select theme
Upload photo
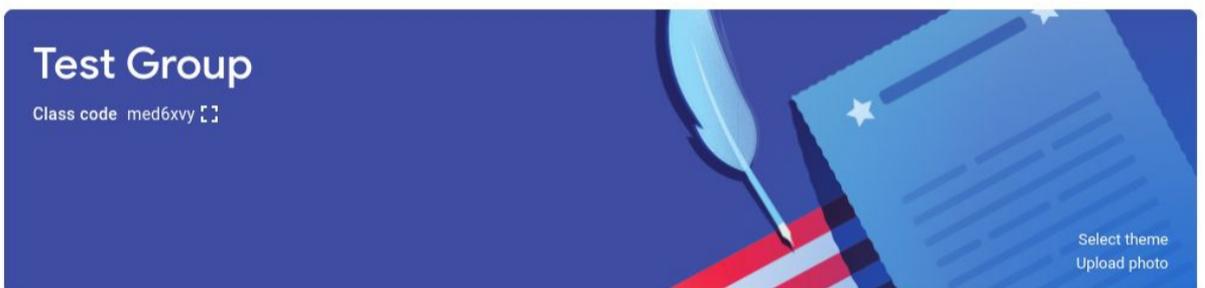
Upcoming   Share something with your class...   ⇄

Teachers   👤+

👤 Mr Hurley

Students   👤+

Invite students or give them the class code: **med6xvy**

7. Here you have 3 options:
Add a teacher (if you're team teaching, for example)

Add a student directly

Invite students to join by giving them a code.

8. Start typing a student's name, and you should get auto fill options. Click on the name you want.
You can add a number of names at a time - so it's pretty fast to do.

Here's a link giving a quick overview, but there are plenty of tutorials available on youtube.

https://edu.google.com/products/classroom/

Invite students

👤 Charlie Blackshiel...   Ⓢ Sophie Mulligan

sophie

SEARCH RESULTS

✓ Sophie Mulligan
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Sophie O'Flynn
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Sophie Varian
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Ⓢ Sophie Beatrice McCarthy

Cancel Invite