Steps to Joining the Afterschool Workshop Google Classroom

- 1. You must have a personal Gmail address to join. Your school Google account will not work. Most systems are blocking you from joining other Google Classrooms.
- 2. If you do not have a Google Account and need help creating one, click here.
- 3. After creating a personal google account (or using a pre-existing personal google account), you may join the Afterschool Google Classroom. <u>Click here</u> for instructions on how to join a Google Classroom as a student.
- 4. The Google Classroom code is x6eom4s.

Joining a Class Using the Google Classroom Code

Step 1- Log in to your personal Google Account.

Step 2- Click on the Waffle menu on the right side of your screen.





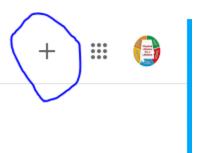
Welcome, Alabama Physical Education

Manage your info, privacy, and security to make Google work better for you

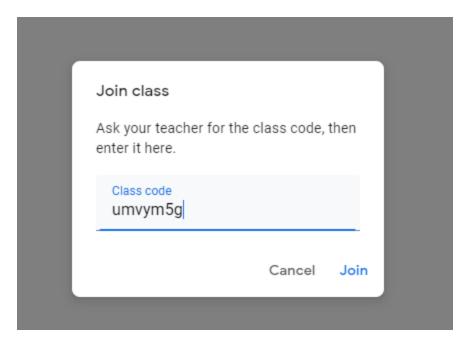
Step 3- Scroll down and click on the Google Classroom Logo.



Step 4- Click on the "plus" symbol at the top right of your screen.



Step 5- Click "Join Class" and enter code.



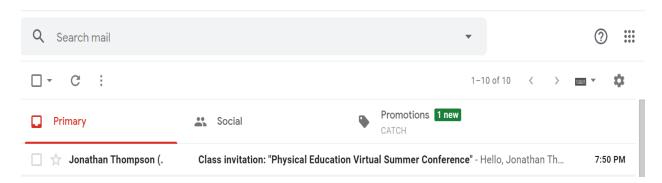
Step 6- Click "join" and then you will be added to the roster. Please note, you will NOT see your name under "people." If you can see this section, you have been added to the class.

If you have trouble joining the class, please email. your personal gmail address to jonathan.thompson@alsde.edu to be manually added to the conference.

If you are manually added, you will receive an email invitation to your gmail address asking you to join. Please see the steps below.

Joining A Class from Email Invitation

Step 1: Open Gmail account and you will see an email from Jonathan Thompson. Click on the email.



Step 2: Click the word JOIN.

Hello,

Jonathan Thompson (<u>jonathan.thompson1603@gmail.com</u>) invited you to the class <u>Physical Education Virtual Summer Conference</u>.



If you accept, your contact information will be shared with the class members and applications they authorize to use Classroom. $\underline{\text{Learn more}}$

Forward to only those you trust. Anyone with this email may be able to accept the invitation.

Step 3: Click the word JOIN again. Then, it will take you to the classroom.