Instructions how to complete Google Documents assigned to students through Google Classroom.

1. Go to your classroom

Stage 1 Test Class	Stream Classw	ork People	
Stage 1 Test C	Class		
Upcoming Woohoo, no work due soon!	Share something with your class		
View all	Alicia Cheng posted a new as Mar 30	ssignment: Week 12	ī

2. Click on Classwork



3. Click on the week

\equiv Stage 1 Test Class					***	CLAS
	Stream	Classwork	People			
View your work	>		💼 Google Calendar	Class Drive folder		

 The folder will show PDF's for reading activities, the weekly learning grid, spelling, supporting documents and <u>Google</u> <u>Document for the Day.</u>

All topics	Week 11 Work	:
Week 11 Work	Week 11	No due date
	Posted 11:55 AM	Assigned
	Complete all Work	instructions of activity
Daily Activity	Monday 6th Ap Google Docs	ril 100Chart.pdf PDF
PDF's that will be required	Butterfly Inform PDF	hation Year 2 Learning Grid T PDF
	Spelling Y2 T1 W PDF	//1.doc
	View assignment	
0		

5. Click on 'View Assignment'



6. Click on the correct Daily Activity (e.g Monday 6th April)

Week 11	Your w	ork Assigned
Alicia Cheng 11:55 AM		+ Add or create
Complete all.Work		Mark as done
Monday 6th April Google Docs	100Chart.pdf PDF	
Butterfly Infor PDF	Year 2 Learning PDF	mments Add private comment
Spelling Y2 T1 W PDF		
Class comments		
Add class comment	\triangleright	

7. A new internet tab will open with the Google Doc.

 Home-Staff Portal-Departm x © Google G Suite @ NSW DoE x I Week 16 x Elizabeth Alcock-Monday 6th x + C a docs.google.com/document/d/1wrsTOAXsLIWQ_OUR1e8hKYIBzn299Bjgqe_37b7ibXE/edit Elizabeth Alcock - Monday 6th April A C Elizabeth Alcock - Monday 6th April A C File Edit View Insert Format Tools Add-ons Help Last edit was 1 hour ago C A A P 100% Normal text Arial V 11 Y B I U A O C I V E E E E I I E I E V E E X O Y A Activity 3 - Cloze Comprehension (MONDAY 6th April)
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Elizabeth Alcock - Monday 6th April \Rightarrow File Edit View Insert Format Tools Add-ons Help Last edit was 1 hour ago $\Rightarrow a \Rightarrow 4 \Rightarrow 100\% \Rightarrow Normal text \Rightarrow Arial \Rightarrow 11 \Rightarrow B I U A a co U I = E E E II II = II = II I I I = II I I = II I I I I = II I I I I I I I I I I I I I I I I I I $
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Activity 3 - Cloze Comprehension (MONDAY 6th April) Google Doc in a new Tab
Adding of older completionsion. (mondar of April)
1 Read aloud then select the best adjective from the box to fill in each gap in the
sentences.
· · · · · · · · · · · · · · · · · · ·
hard, sticky, middle, thin, six, two, outer.
n n
An insect has legs.
* Insects may have pairs of wings
This insect was trapped in the sap.
lagasta baya a
armour.

8. Complete the **assigned work for the day.**

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	↓ · · · 8			
 Activity 2 Class Comprehension (MONDAY 6th April)				
Activity 5 - Cloze Comprehension. (MONDAT 6 - April)				
 Read aloud then select the best adjective from the box to fill in each gap in the sentences.)			
hard, sticky, middle, thin, six, two, outer.				
An insect haslegs.				
Insects may have pairs of wings.				
This insect was trapped in the sap				
Insects have a,skeleton like a suit of				

9. Once the **activity for the day** is complete **'Turn In'** to the teacher.

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Elizabeth Alcock - Monday 6th April 🖈 🗈 🖉 TURN IN 🛓 Share 🦸	
	31
Activity 3 - Cloze Comprehension. (MONDAY 6 th April) Read aloud then select the best adjective from the box to fill in each gap in the sentences. 	0
hard, sticky, middle, thin, six, two, outer.	
An insect haslegs.	
Insects may have pairs of wings.	
This insect was trapped in the sap.	
Insects have a, skeleton like a suit of	>

10. Click 'Turn In'



11. Repeat the same process for **<u>each day.</u>** When you log on the following day, the next activity will show. E.g. Tuesday Activity will be available.

\equiv Stage 1 Test Class		
	Stream Classwork People	
	View your work Google Calendar	Class Drive folder
All topics	(i) Week 11	No due date
Week 11 Work	Posted 12:14 PM	Assigned
	complete	
(Elizabeth Alcock - Tue Google Docs	
	View assignment	

12. Here is Tuesdays Work. Click on it to complete.



13. It will show as a new tab.

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Elizabeth Alcock - Tuesday 7th April 🚖 🗈 🛷 🗐 TURN IN 😩 Share	C YEU CLASS
Image: Control of the second seco	31
	Q.
Activity 5 - Three-Box Map (TUESDAY / April)	⊘
Name of Reader:	
The story title:	
Problem:	
The Solution:	
The Characters:	
Beginning (What happened first?)	

14. Complete the work.



15. 'Turn In' to teacher (same as day before)



16. If you want to add/change anything to your documents (before the due date) click unsubmit and apply changes to the document.



NOTE: DON'T FORGET TO RESUBMIT (Same way as you submitted the first time)!!

***** When your teacher has made corrections/provided feedback, follow these steps to view them and then make changes*****

1. Go to Classroom and select 'Classwork'.



2. Click on the Week you want to look at for feedback and click 'View Assignment'.



3. Click on the Completed Assignment.



4. It will open in another Internet Tab and show your teachers feedback.



NOTE: If you make any important changes to answers you can 'Turn In' again for teacher to see.



5. Press 'Turn In'

