# How to upload work to a Google Classroom

Student guide (iPad version)

#### If your teacher has set you an assignment you will see it in the stream like this....



### Click on the assignment to open it. It will look something like this..

14:32 Mon 23 Mar

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奈 € 60% ■

#### Page 54 1. Es-tu fais pour ce métier? 100 points Add class comment

Please write your answers on your individula document below :)

Your work Assigned

### You can add a class comment - the whole class can see this when you post

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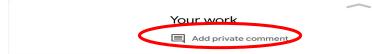
Please write your answers on your individula document below :)



## You can add a private comment - only you and the teacher can see this when you post it

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	100 points	
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Please write your answers on your individula document below :)



Assigned

#### Click on the small arrow to add and attachment

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Please write your answers on your individula document below :)



#### Click on add attachment

14:33 Mon 23 Mar



#### Click on one of the options

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### Drive will take you to your Google Drive. Select the file that you wish to up load

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#### Link allows you to add an internet link

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## File allows you to select a file from your computer or tablet

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### Pick photo will take you to your camera roll here you can choose a photo or video to upload

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### This will open the camera, you can take a photo or video and upload it to the assignment

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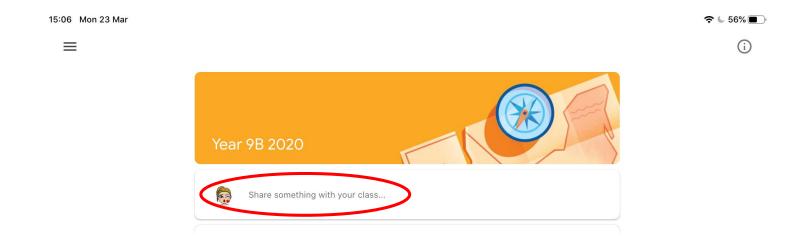
#### All of these will open a new document either slides, docs, sheets or a pdf for you to work on and then submit

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#### If you make a mistake with your submission you can click unsubmit and delete or add files to you assignment



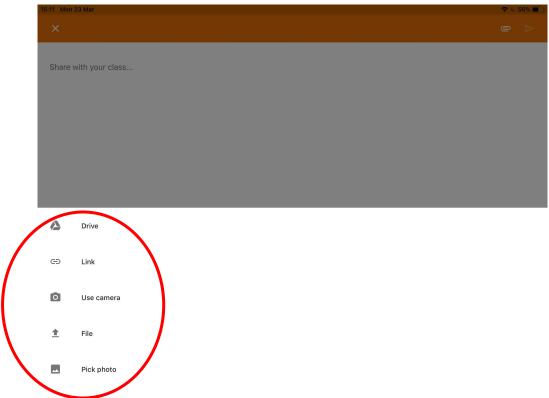
#### If you want to share some work into the class stream click on 'share something with your class'



#### Click on the paperclip

Share with your class...

You will see that you have most of the same options as you do when you hand in an assignment. The only thing that you can't do is create new documents



These instructions are based on an iPad BUT the principles are the very similar when you upload from a desktop or laptop. If you get stuck ask your teacher or there are lots of how to videos about Google Classroom on YouTube