



JAMES OGLETHORPE  
PRIMARY SCHOOL

# The Parents' Guide to Google Classroom and Purple Mash

# What is Google Classroom?

Think of Google Classroom (GC) as your child's digital link to learning.

Teachers use GC to share assignments, homework, newsletters, and much more with students AND parents!



# Getting Started



Your child was provided with a secure login and password that is unique to them.

This is stuck into their homework book and ends in [.311@jamesoglethorpe.havering.sch.uk](mailto:.311@jamesoglethorpe.havering.sch.uk)

# Getting Started



1

Click on the Google  
Chrome browser  
icon.

# Getting Started



2 Type [www.google.com](http://www.google.com)  
into your web  
address bar.

# Getting Started

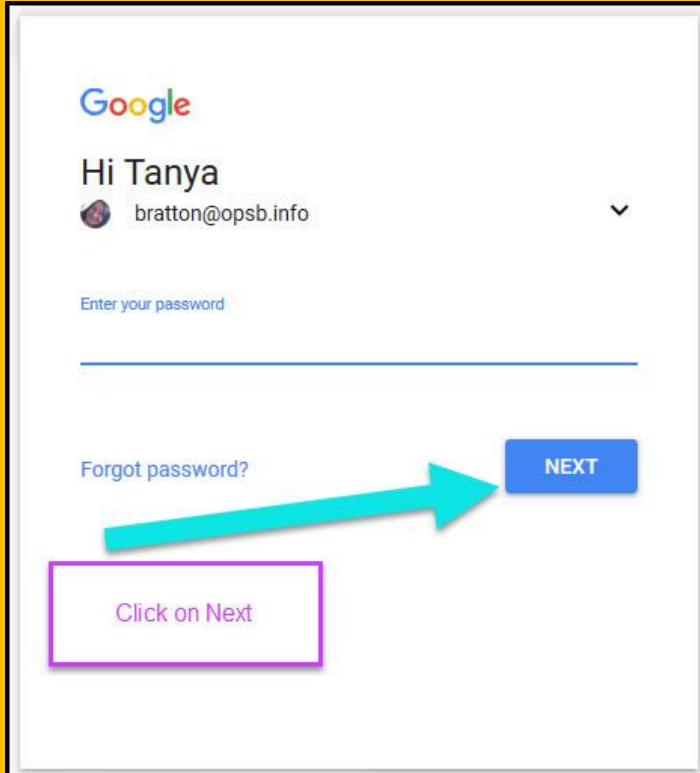


3

Click on **SIGN IN** in the upper right hand corner of the browser window.

# Getting Started

4



The screenshot shows a Google account login interface. At the top left is the Google logo. Below it, the text "Hi Tanya" is displayed, followed by a profile picture icon and the email address "bratton@opsb.info". A dropdown arrow is visible to the right of the email. Below this is a text input field with the placeholder "Enter your password". Underneath the password field is a link for "Forgot password?". To the right of the password field is a blue button labeled "NEXT". A red arrow points from a purple-bordered box containing the text "Click on Next" to the "NEXT" button.

Type in your child's **Google Email address** & click "**next.**"

This ends in  
.311@jamesoglethorpe.havering.sch.uk

5



LONDON TRUSTnet  
GRID FOR LEARNING

You have requested access to the USO support site.  
[Find out more](#)

 Please enter your USO username and password,  
then click the Login button.

Password

Login

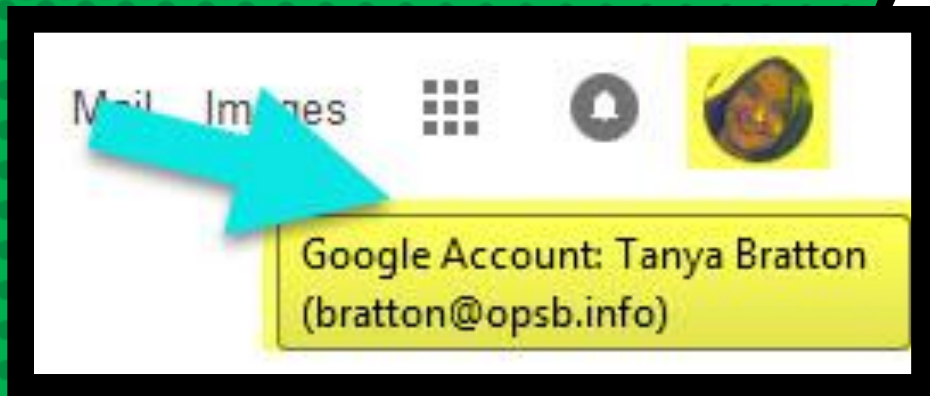
You will then be taken to the LGFL login page.

Here your child enters the first part of their email address ending in .311 and their password

e.g.

mrswag1.311  
butter5



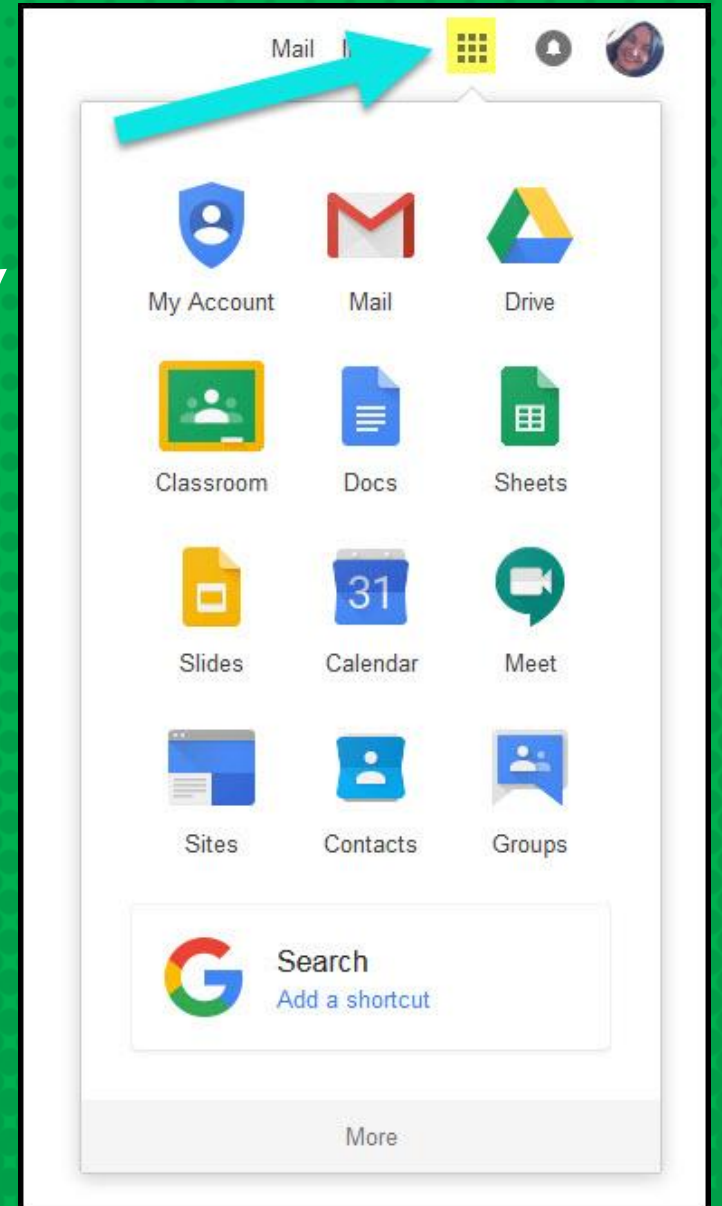


***NOW YOU'LL SEE***

that you are signed in to  
your Google Apps for  
Education account!

# GOOGLE SUITE

Click on the 9 squares (Waffle/Rubik's Cube) icon in the top right hand corner to see the Google Suite of Products!



# GOOGLE ICONS TO RECOGNIZE:



CHROME



DOCS



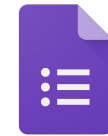
DRIVE



SLIDES



SHEETS



FORMS



CALENDAR



GMAIL



PHOTOS



MAPS



KEEP



CLASSROOM



MEET



HANGOUTS



SITES



CONTACTS



CLOUD



CLOUD SEARCH



YOUTUBE



NEWS



VAULT



MY ACCOUNT



GROUPS

# Navigating Classroom

1

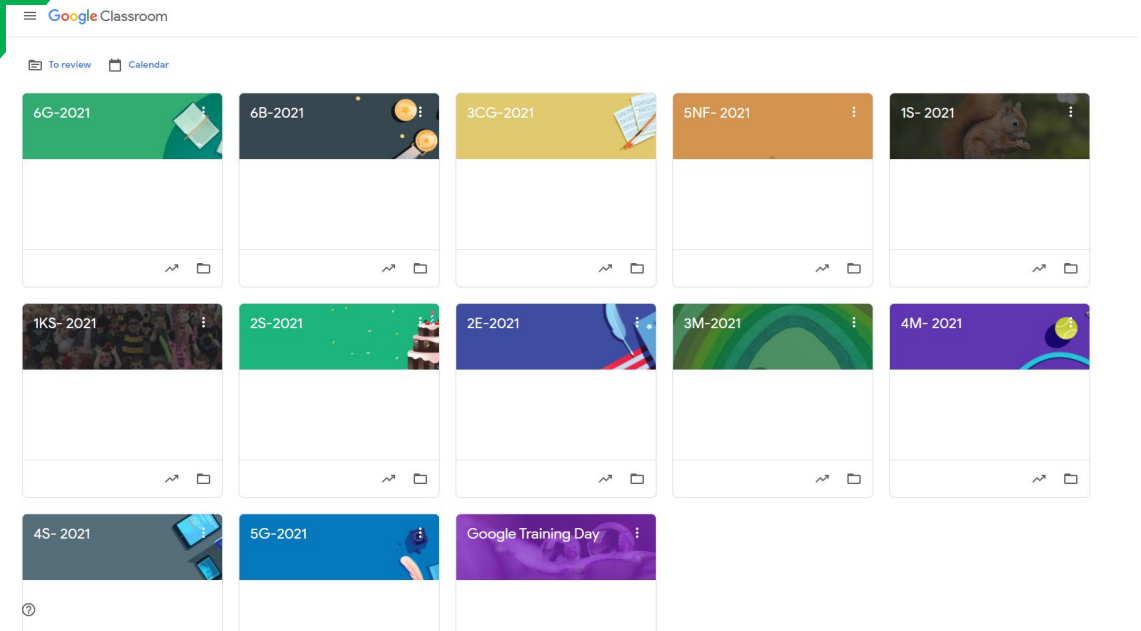
Click on the waffle button and then the [Google Classroom](#) icon.



# Navigating Classroom

2

Click on the class you wish to view.



Your child should only be able to see their own class.



# Navigating Classroom

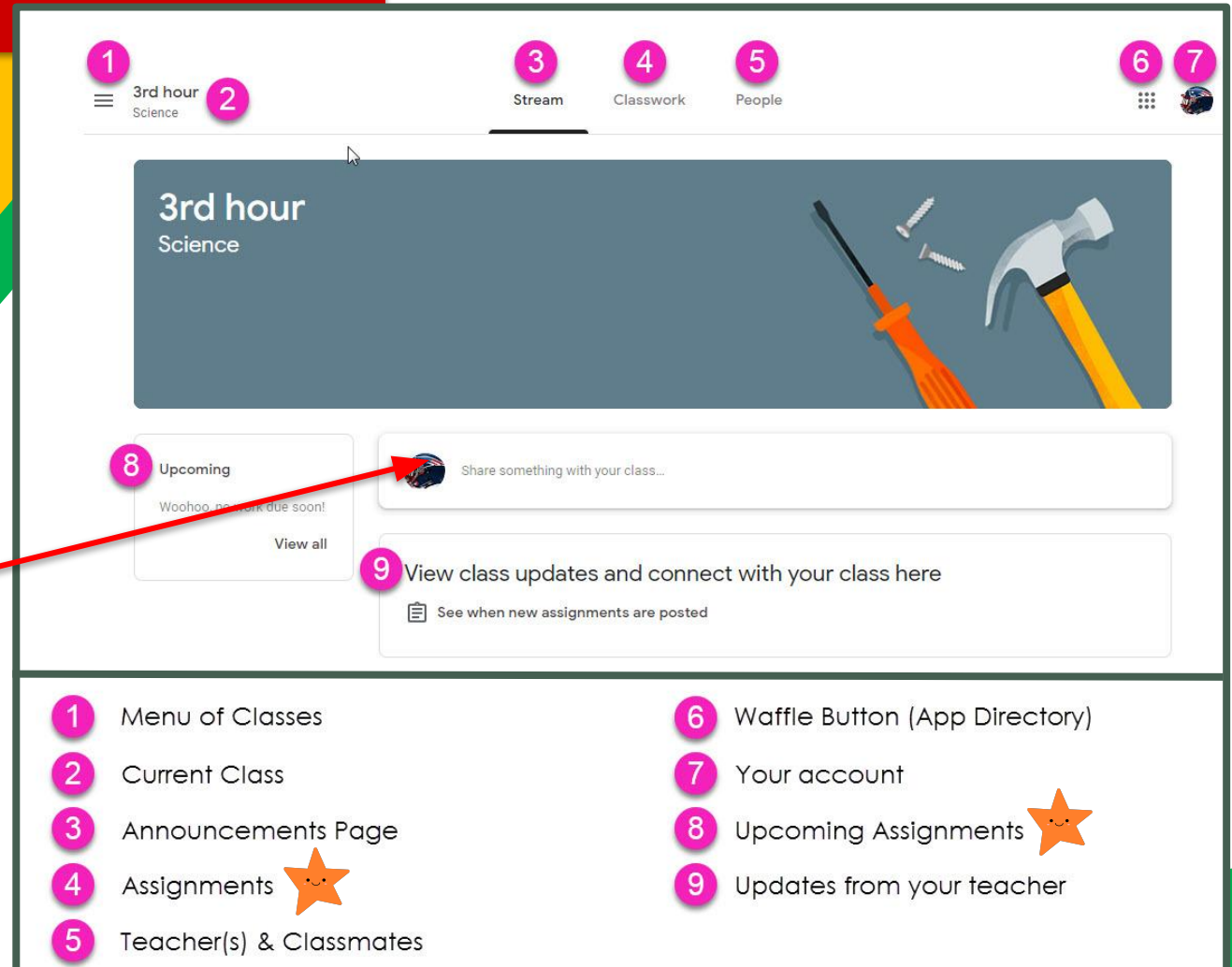
 = High Interest for Parents

# 3



## Page tools (Left side)

Here your child can ask their teacher or friends about their work, or share anything interesting they have created/ been up to.

Irrelevant comments, such as 'Hi' will be deleted. The teacher is notified when a comment is made.



The screenshot shows a Classroom page for '3rd hour Science'. The page layout includes a top navigation bar with a menu icon (1), the class name (2), and tabs for Stream (3), Classwork (4), and People (5). On the right side of the top bar are a Waffle Button (6) and a profile picture (7). The main content area features a class banner with the title '3rd hour Science' and an image of tools. Below the banner is an 'Upcoming' section (8) with a post about a science fair and a 'View all' link. To the right of this is a text input field for sharing updates. Below the input field is a section for class updates (9) with a toggle for 'See when new assignments are posted'.

- 1 Menu of Classes
- 2 Current Class
- 3 Announcements Page
- 4 Assignments 
- 5 Teacher(s) & Classmates
- 6 Waffle Button (App Directory)
- 7 Your account
- 8 Upcoming Assignments 
- 9 Updates from your teacher

# Navigating Classroom

# 4

## Assignment details

The screenshot displays the Classroom interface with the following elements and callouts:

- 1** Classwork Tab
- 2** View your work
- 3** Google Calendar and Class Drive folder
- 4** People
- 5** All topics
- 6** Benchmark Tests
- 7** Assignment Title: For the Week of September 2 - 6
- 8** Assignment Due Date: Due Today
- 9** Assignment Status: Assigned
- 10** Attached files/links: Day 1 - Multistep Equatio... PDF, Day 2 - Variables on Both... PDF, Day 3 - Infinite & No Solu... PDF, Day 4 - Algebraic Propor... PDF
- 11** Click to view assignment

<b>1</b> Classwork Tab	<b>5</b> Topics available	<b>9</b> Assignment Status
<b>2</b> See your Grades	<b>6</b> Topic Headings	<b>10</b> Attached files/links
<b>3</b> See Due Dates	<b>7</b> Assignment Title	<b>11</b> Click to view assignment
<b>4</b> View your files	<b>8</b> Assignment Due Date	

# Navigating Classroom



Saving work for  
the teacher to  
see.

Step 1- go to classwork from  
the class stream

Step 2- select class drive  
folder

The screenshot shows the Classroom interface with the 'Classwork' tab selected. At the top, there are tabs for 'Stream', 'Classwork', 'People', and 'Grades'. Below the tabs is a '+ Create' button and icons for 'Google Calendar' and 'Class Drive folder'. The main content area displays a list of assignments:

- Maths bar charts (Posted Feb 10)
- Judaism (Posted Dec 8, 2019)
- Roman gladiators (Draft)
- Roman gladiators (Draft)
- Vikings (Due Mar 27, 11:59 PM)
- handwriting (Edited Mar 17)
- handwriting lesson 1 week 1
- romans (Posted Oct 14, 2019)

Two arrows originate from the text boxes: one points to the 'Classwork' tab, and the other points to the 'Class Drive folder' icon.



Saving work for  
your teacher to  
see.



Here you can create a new file,  
document, or google slides to  
record your work.

Drive

Search Drive

My Drive > Classroom > Class 4GW

Folders

- english week 1
- French week 1
- maths week 1
- science week 1

Files

- My vikings project
- NH\_y4\_u17\_Focus\_Resourc...

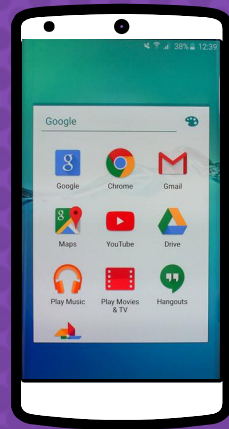
Any changes or edits to  
any files are saved  
automatically- there is no  
'save function' on GC.

Teachers can also see  
who viewed, edited or  
deleted any file at any  
time.

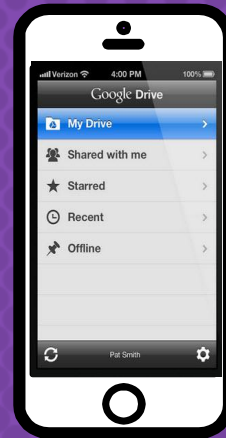
To make a copy of an existing  
document, just right click and select  
'make a copy' and it will same in the  
same folder as the original. Don't  
forget to rename your own version to  
the document you have copied.

# ACCESS

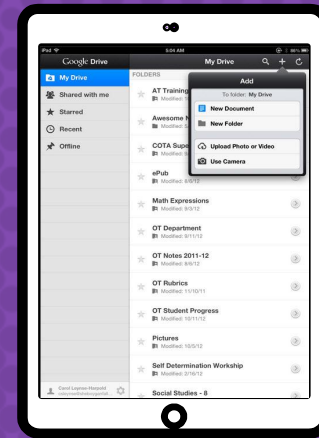
# ANYWHERE



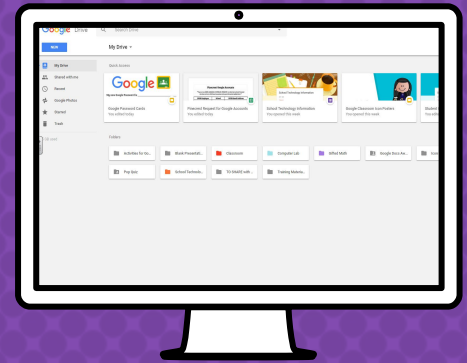
**ANDROID**



**IPHONE**



**TABLET**



**DESKTOP**



# GOOGLE APPS

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allow you to edit Google assignments from any device that is connected to the internet!



Download on the  
App Store



GET IT ON  
Google Play

logging into ....



# Navigating Purple Mash

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**Log in**

[Forgot password?](#) [Register parent](#)

OR

**Find my school's login page**

follow the link to login:

<https://www.purplemash.com/sch/thejames-rm14>

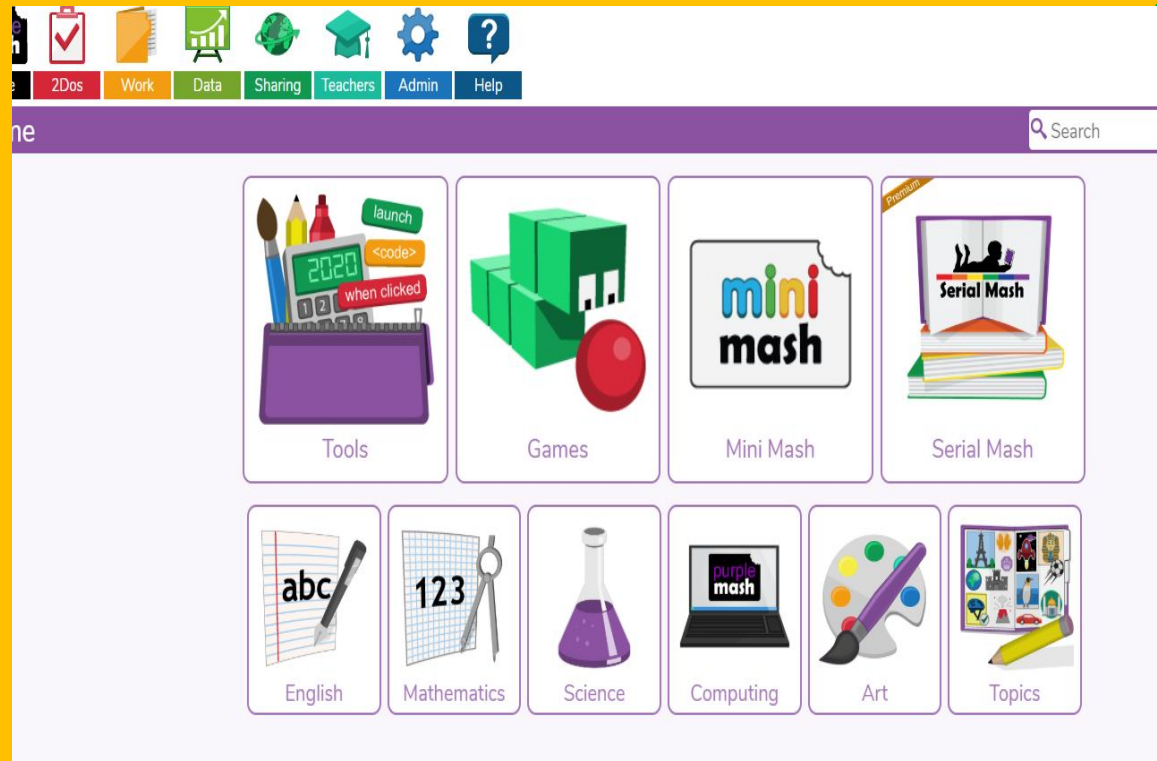
**Or** search james oglethorpe purple mash in google for our school login page.

your pupils login is the same one they use for Google classroom.

Integration partners



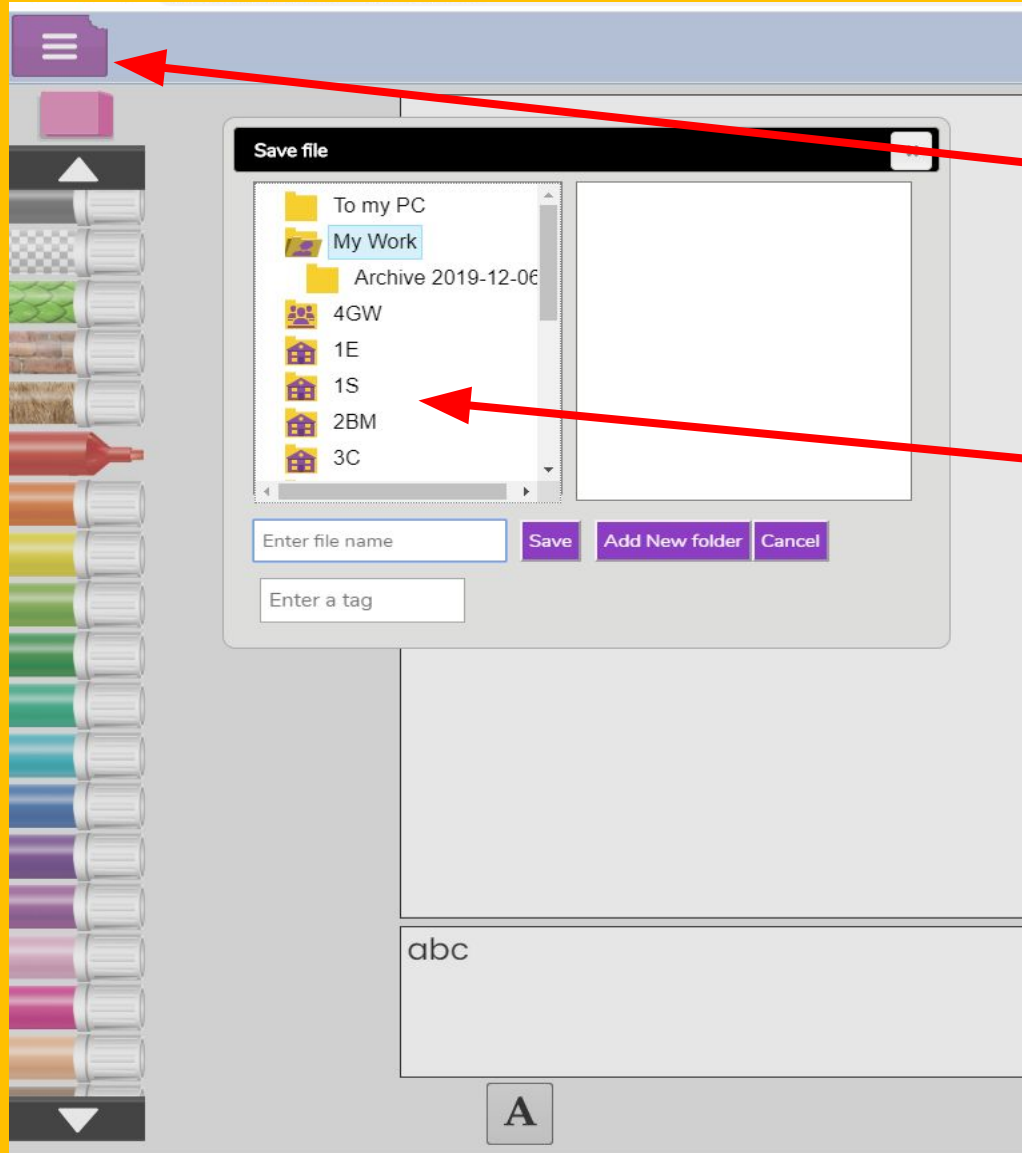
# Navigating Purple Mash



From this page you will be signposted by your teacher which tools to use.

However, you are welcome to explore any of the activities and we encourage this.

Any work produced can be downloaded and uploaded to google classroom, or they can be saved in the class folder on Purple Mash.



select save file from the drop down menu

Double click on the class folder you want to save the work in.

Pupils can only edit work they have created and save in their own class' folder.

Teachers will check google classroom folders and Purple mash folder regularly and they can leave comments on work.

# Common login issues

1. Check that 'jamesoglethorpe' is spelt correctly in the email address
2. If 2 children are using the same device, the first child needs to logout and close ALL web browsers or login will default back to child 1's login, when child 2 tries to sign in.
3. use the email address to login on the google page, and the short login ending in .311 only on the lgfl login page.
4. You do not need to sign up for an account, the pupils already have them.



# QUESTIONS?



Email Mrs. Wagstaff or Miss Marsh

[office@jamesoglethorpe.havering.sch.uk](mailto:office@jamesoglethorpe.havering.sch.uk)