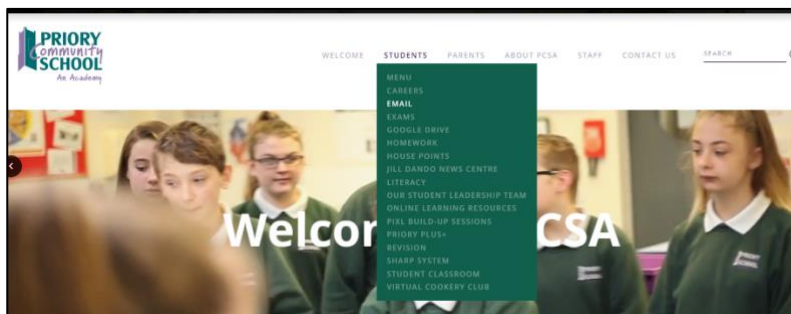


## The basic steps for **Google classroom** prowess:

- 1) Go to your Priory email. This can be easily accessed from the Priory website.



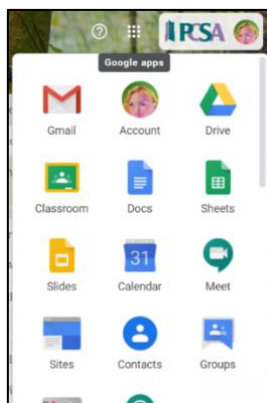
- 2) Once you have logged in to your school email account. . .



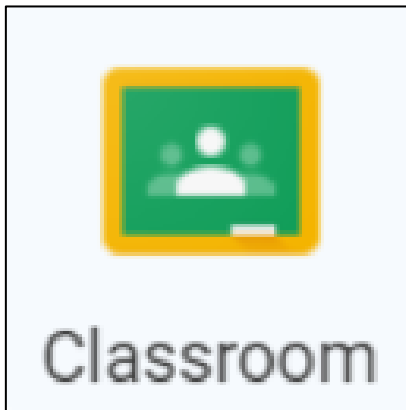
- 3) In the top right hand corner you will see 9 white circles in a grid formation.



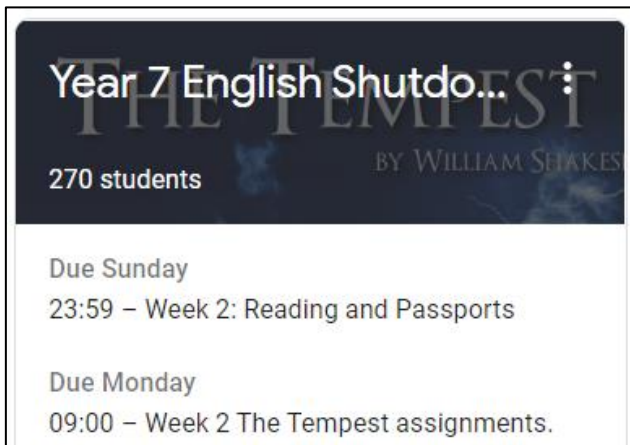
- 4) Click on these circles and many Google options (icons) will appear.



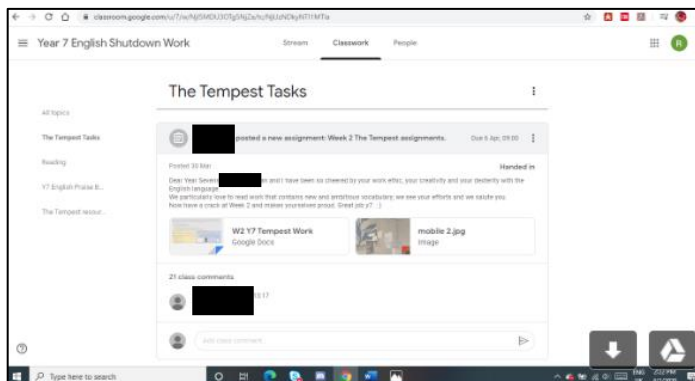
5) Click on Google Classroom icon.



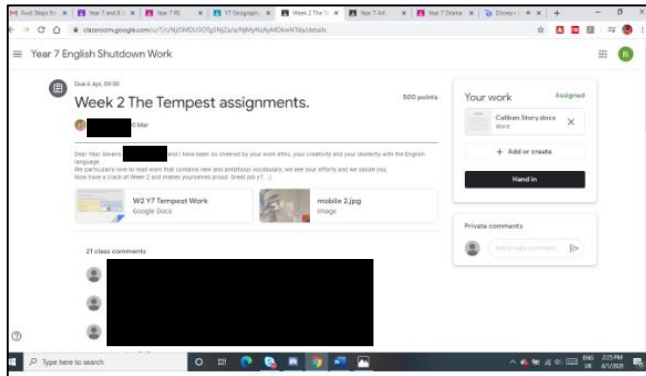
6) Find the correct Google Classroom from the selection:



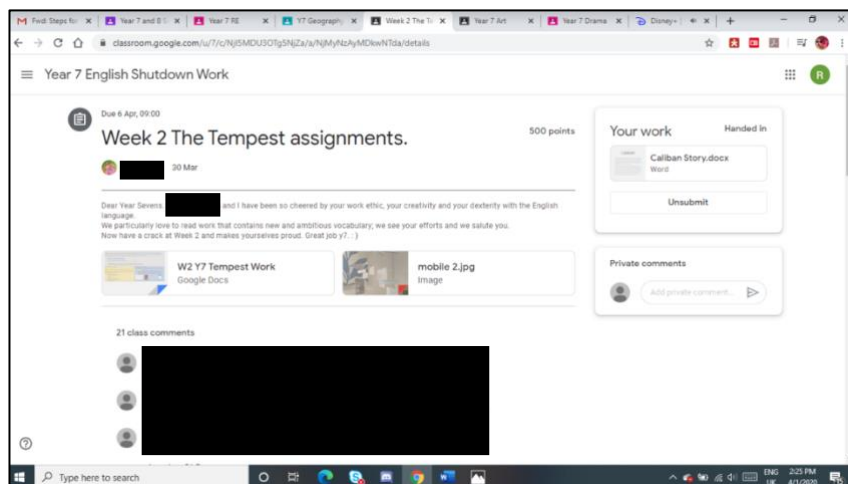
7) Click on the assignment/task you want to hand your work in for.  
(Assignments are found under 'Classwork' or on the left-hand side if there is an upcoming deadline)



8) Then, on the plus sign, click it and it'll say attach file.



9) Lastly, click 'hand in'



10) Extra help:

