

Logging on to Google Classroom

1. Go to www.google.com
2. Click the blue Sign In button in the upper right-hand corner of the screen.
3. Your logon information is:
 - Username= computerusername@cmcss.net
 - Password= computer logon password
 - Example: fred.flinstone687@cmcss.net
FF1234
4. You MUST use your school logon even if you already have a Google account. Google classroom will not work with any other email.
5. Go to the “waffle” in the upper right hand corner. It is the gray square that looks like a waffle.
6. Select Drive from the menu that drops down.
7. Go back to the “waffle.”
8. Another dropdown menu should come up. Click “More” at the bottom.
9. Choose Google Classroom. It has an icon that looks like a green chalkboard.
10. Your Google Classroom homepage should come up, and it is likely empty.
11. In the upper right-hand corner, you should see your username and a plus sign. Click the plus sign,
12. Choose join class.
13. Enter the following class code: _____
14. Congrats! You should be in your Google Class.