



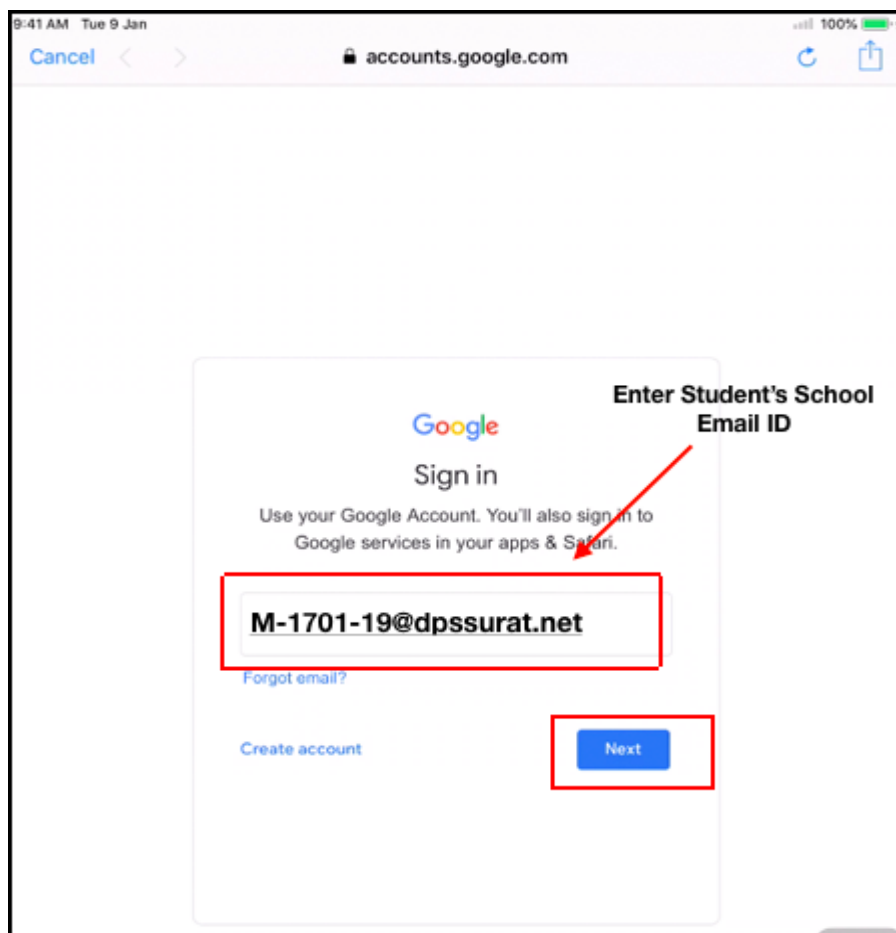
DELHI PUBLIC SCHOOL SURAT

Google Classroom Guidelines- on Computer

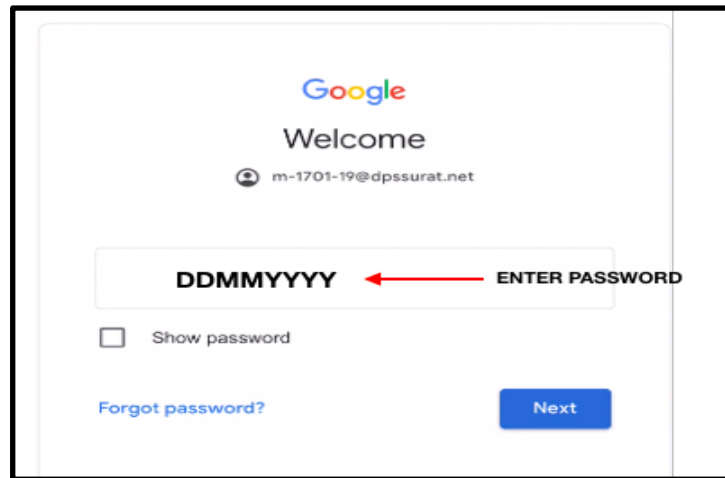
Step 1: Go to <http://www.google.com>. Click on **Sign In**.



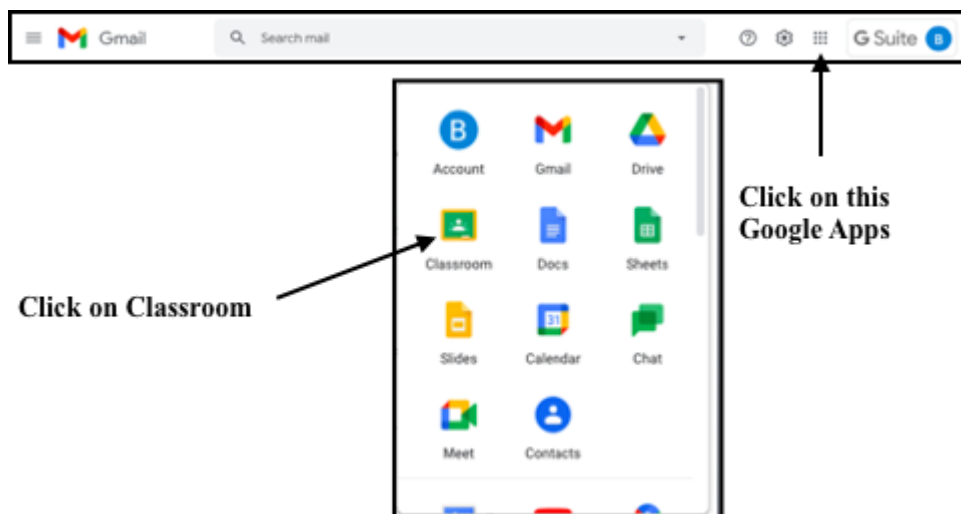
Step 2: Enter **Student's School Email address** as shown in the figure, then click on **Next**. For example Student's Email ID is M-1701-19@dpssurat.net



Step 3: Enter Password, Click on Next. Exa. Password- [DDMMYYYY\(01032016\)](#)



Click on the **Google Apps** icon on the top right corner as shown in the figure and click on **Classroom**.



How to join in the Google Classroom

Step 1: Teacher will send you the **Google Classroom link** through Email.

Open your **school Email account**.

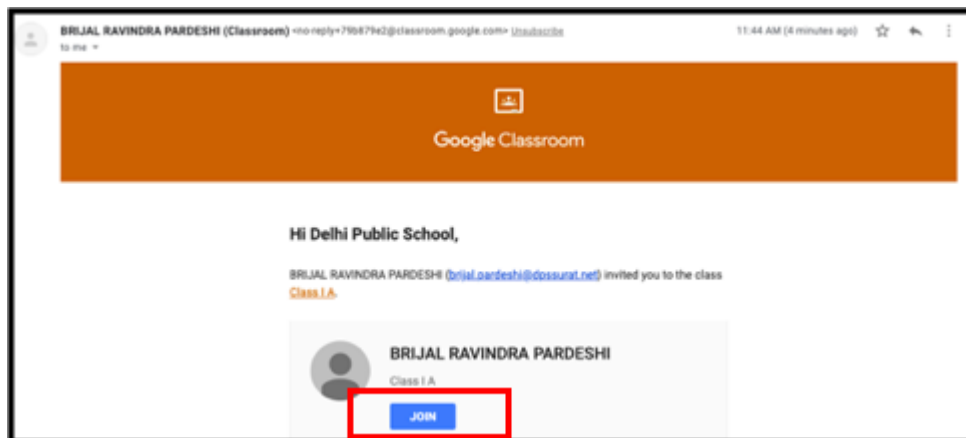
Click on **Inbox**.

You will receive one **Classroom invitation link** as shown in the figure.

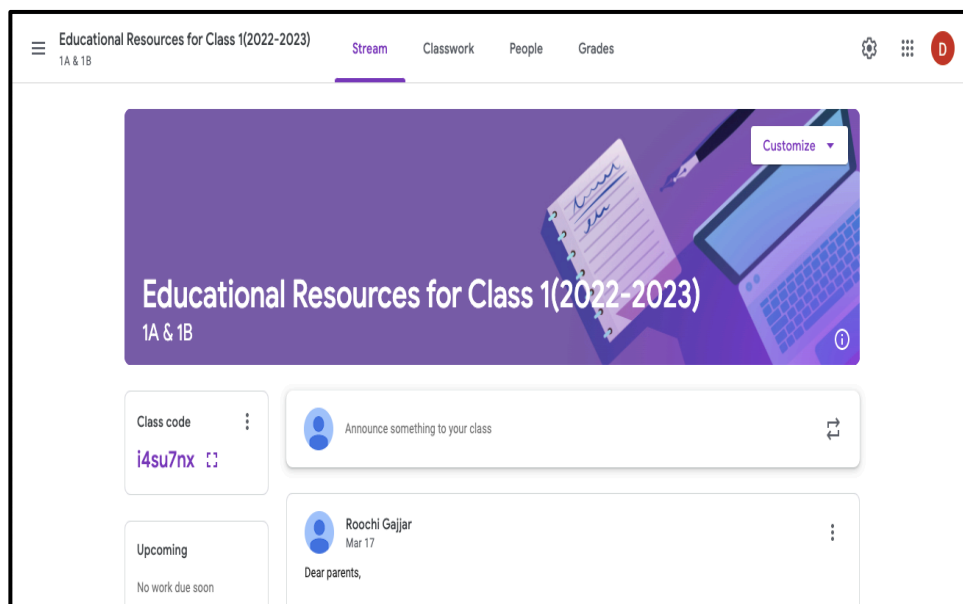
Click on Mail.



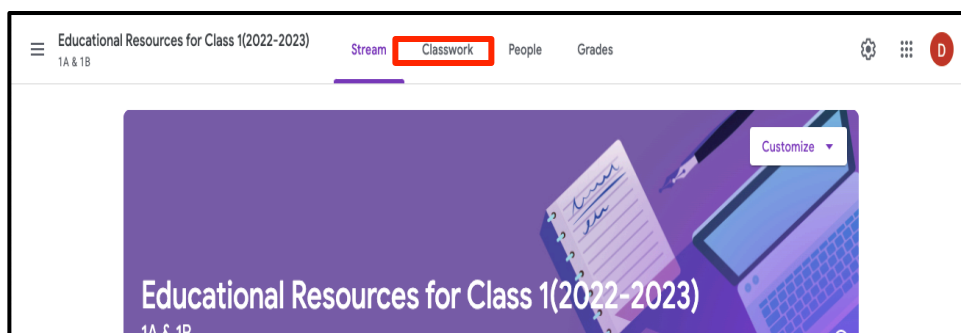
Step 2: You will receive a mail for joining the class as shown in the figure. Click on **Join**.



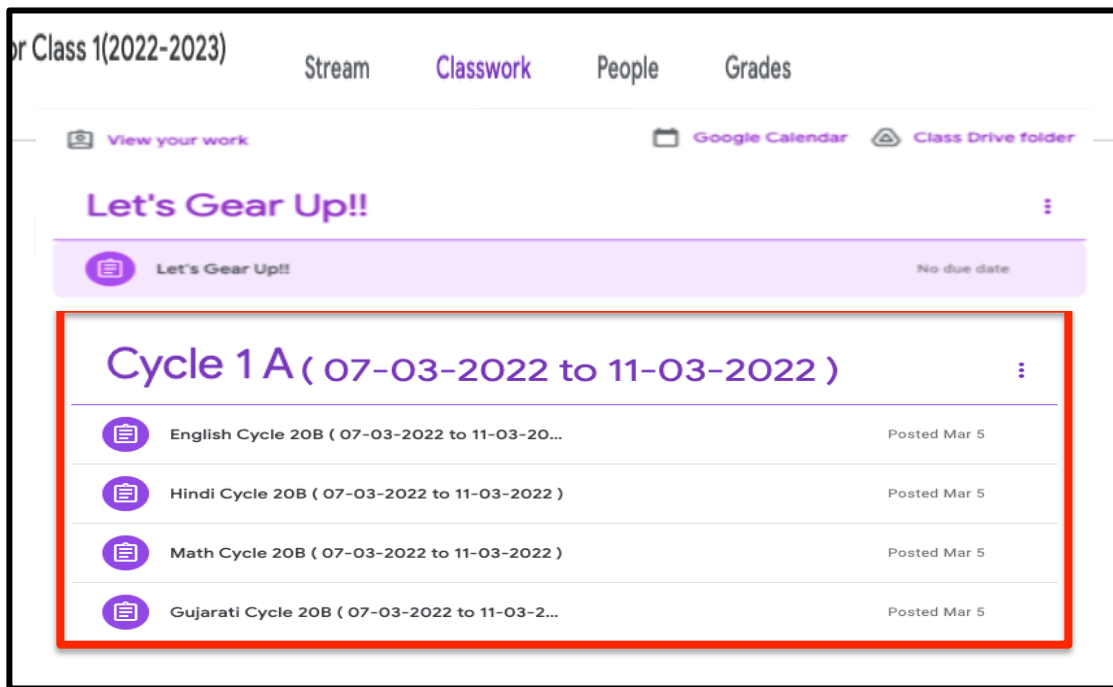
Step 3: You can view your Classroom as shown in the figure



Step 4: To view your Educational resources, click on **Classwork**

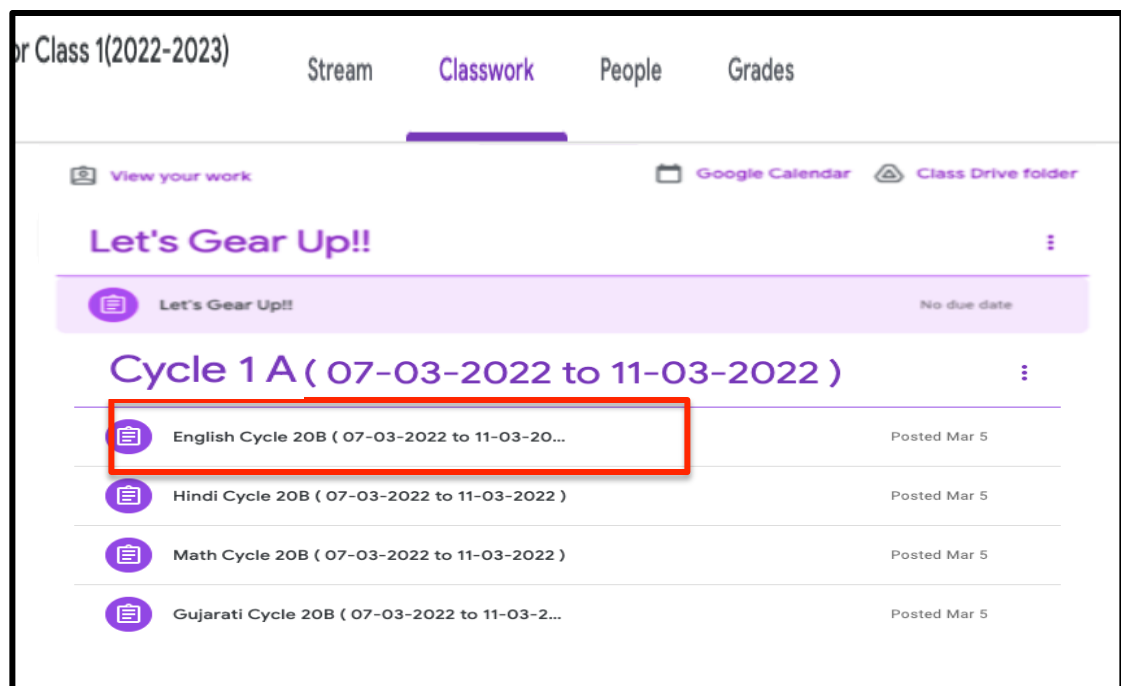


Step 5: You can view **Cycle**. In this cycle you can view all **four subjects, namely English, Hindi, Mathematics and Gujarati.**



How to View and download Educational Resources in Google Classroom

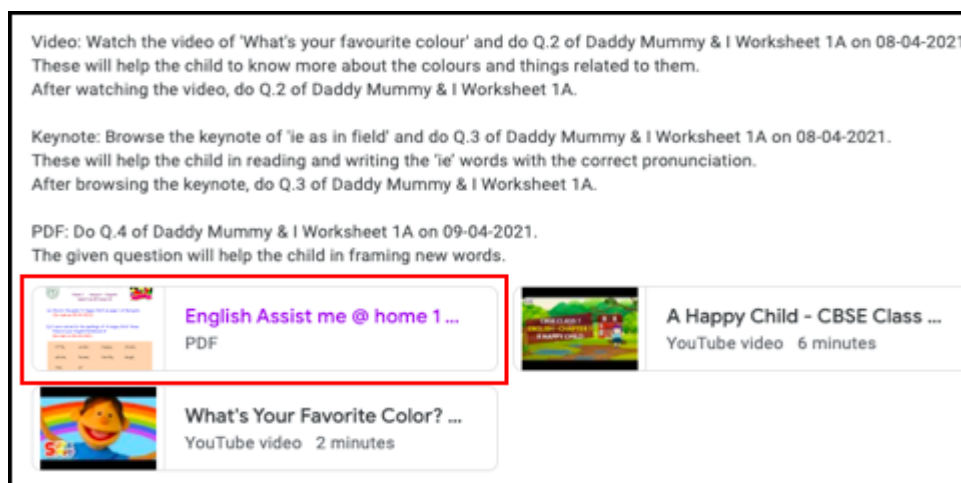
To view and download **English educational resource**, Click on **English subject**



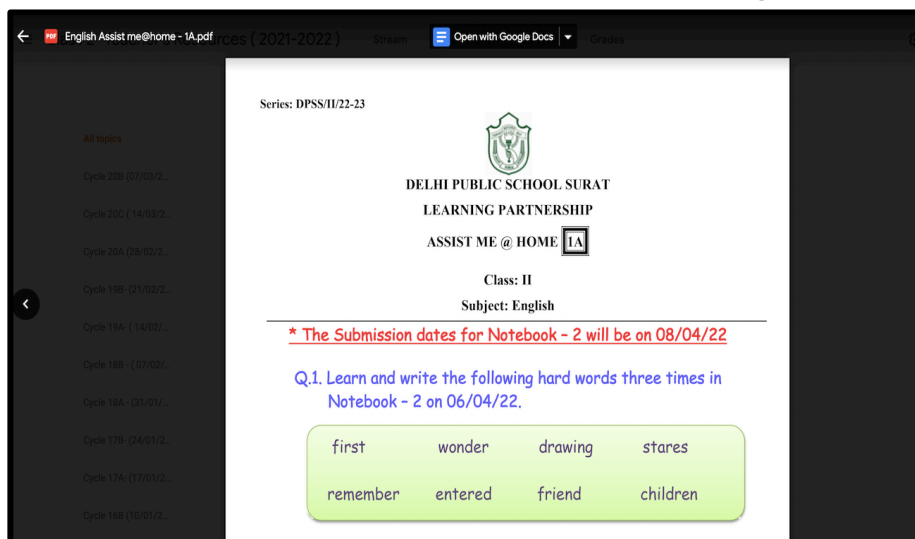
To view your English subject educational resource, click on **View assignment** as shown in the figure



To open the educational resource, click on **resource** as shown in the figure

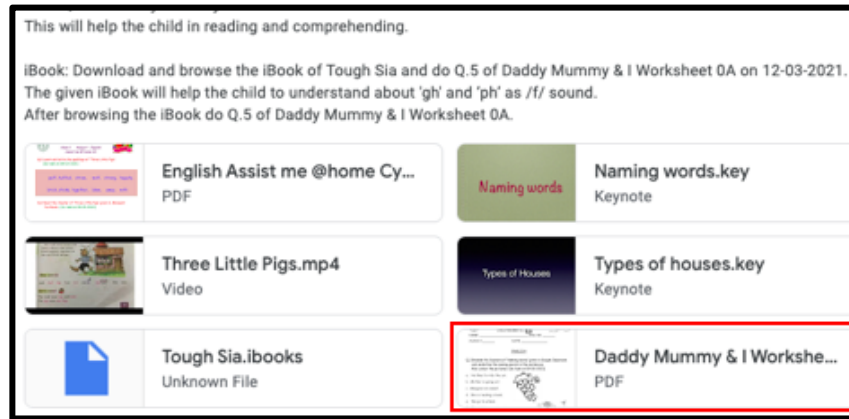


You can view your educational resource, as shown in the figure

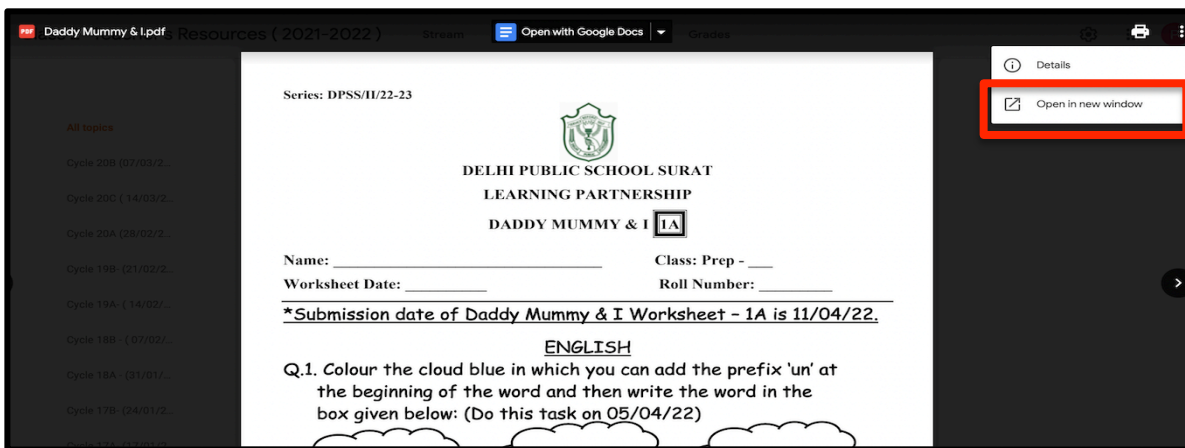


How to download Educational resources from Google Classroom

Step 1: Click on Educational resource



Step 2: Click on the **three dots**, as shown in the figure and select **open in new window**



Step 3: New tab will open, click on **download icon** to download the file. Now you can view your file in the download window of your computer

