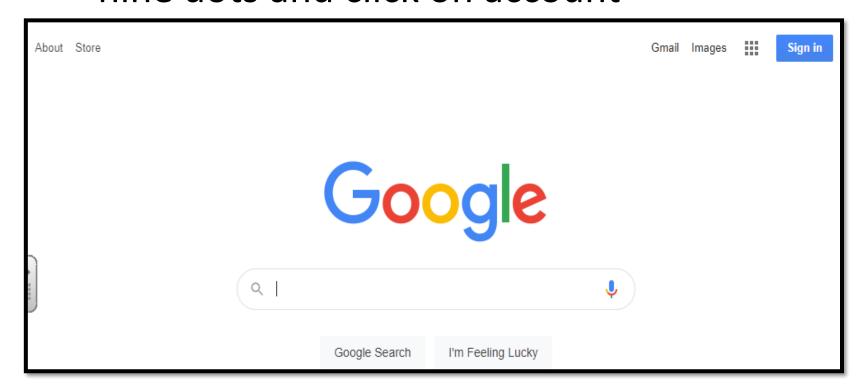
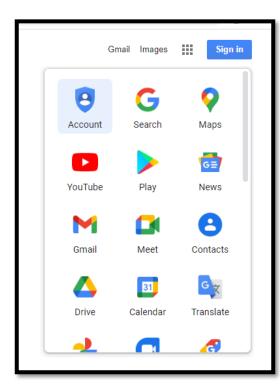
- Open Google Chrome or go to <u>www.google.co.uk</u>
- Click on 'Sign in' in the top right hand corner or click on the nine dots and click on account





- Sign in using your username and password
- Click Accept
- You only need to do this the first time you log in



#### Welcome to your new account

Welcome to your new account: gracea@st-thomas.surrey.sch.uk. Your account is compatible with many Google services, but your st-thomas.surrey.sch.uk administrator decides which services you may access using your account. For tips about using your new account, visit the Google Help Center.

When you use Google services, your domain administrator will have access to your gracea@st-thomas.surrey.sch.uk account information, including any data you store with this account in Google services. You can learn more here, or by consulting your organization's privacy policy, if one exists. You can choose to maintain a separate account for your personal use of any Google services, including email. If you have multiple Google accounts, you can manage which account you use with Google services and switch between them whenever you choose. Your username and profile picture can help you ensure that you're using the intended account.

If your organization provides you access to the Google Workspace core services, your use of those services is governed by your organization's Google Workspace agreement. Any other Google services your administrator enables ("Additional Services") are available to you under the Google Terms of Service and the Google Privacy Policy. Certain Additional Services may also have service-specific terms. Your use of any services your administrator allows you to access constitutes acceptance of applicable service-specific terms.

Click "Accept" below to indicate that you understand this description of how your gracea@st-thomas.surrey.sch.uk account works and agree to the Google Terms of Service and the Google Privacy Policy.

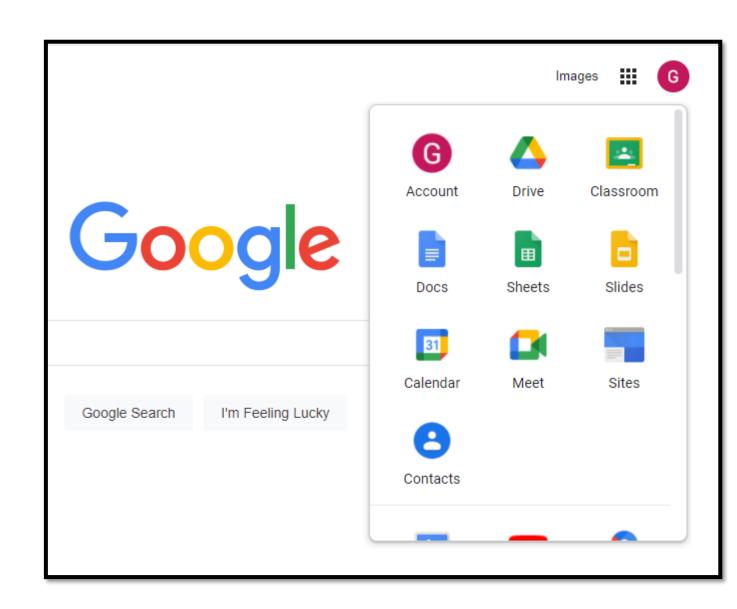
Accept

• Click on the 9 dots to find Google Classroom.

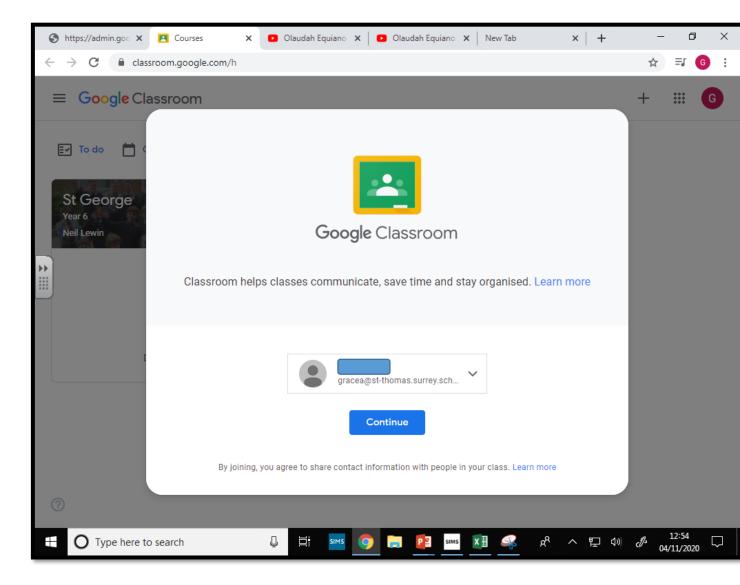
 OR In Google, search for Google Classroom or type in these

details: <a href="https://classroom.">https://classroom.</a>

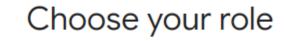
google.com/

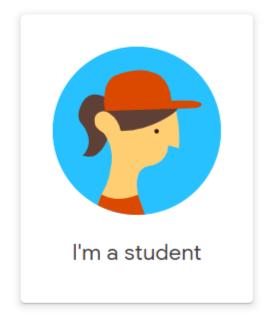


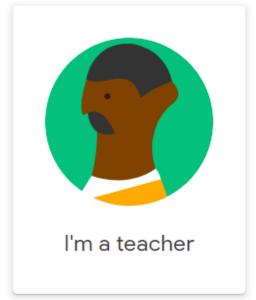
- Click on continue
- You only need to do this the first time you log in



- Click I'm a student
- You only need to do this the first time you log in

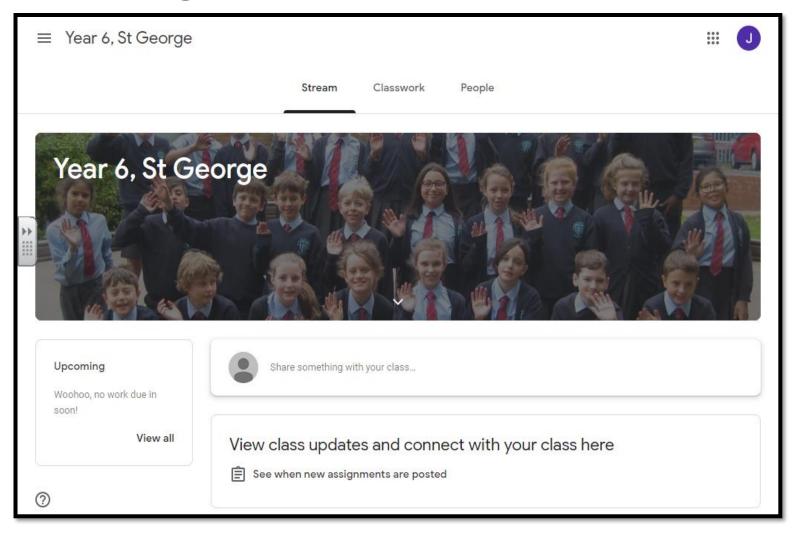






- Then you will be taken to your 'Classroom'.
- Click on the picture to take you into your classroom.





#### **STREAM:**

Announcements, comments, questions and assignments will all appear in the stream in chronological order.

**CLASSWORK:** Any homework or tasks set will appear here.

# Google Classrooms – Make sure you sign out by clicking on your initial and then sign out.

