

## Creating Classes in Google Classroom

As a teacher, you can create a class using Google Classroom for any or all of the classes you teach. For each class you create, you can add students, create assignments, post announcements, return reviewed assignments, and send messages to students.

Classes are also interactive for students. They can comment on announcements that you make, share a post with classmates, or return an assignment.

### Create a class

With Classroom, you do not need to know how to write code or create a website, or go through many confusing steps to create classes. Creating a class is as simple as clicking a button, and adding some text.

Here are the steps for creating a class:

1. Sign in to Classroom at [classroom.google.com](https://classroom.google.com).
2. Click the + icon in the upper-right corner of the page and click **Create class**.



1. Enter the class name in the **Class name** field.
2. Enter a short description in the **Section** field, such as section, grade level, or class time.
3. Click **Create**.

#### Create a class

Class name

Section

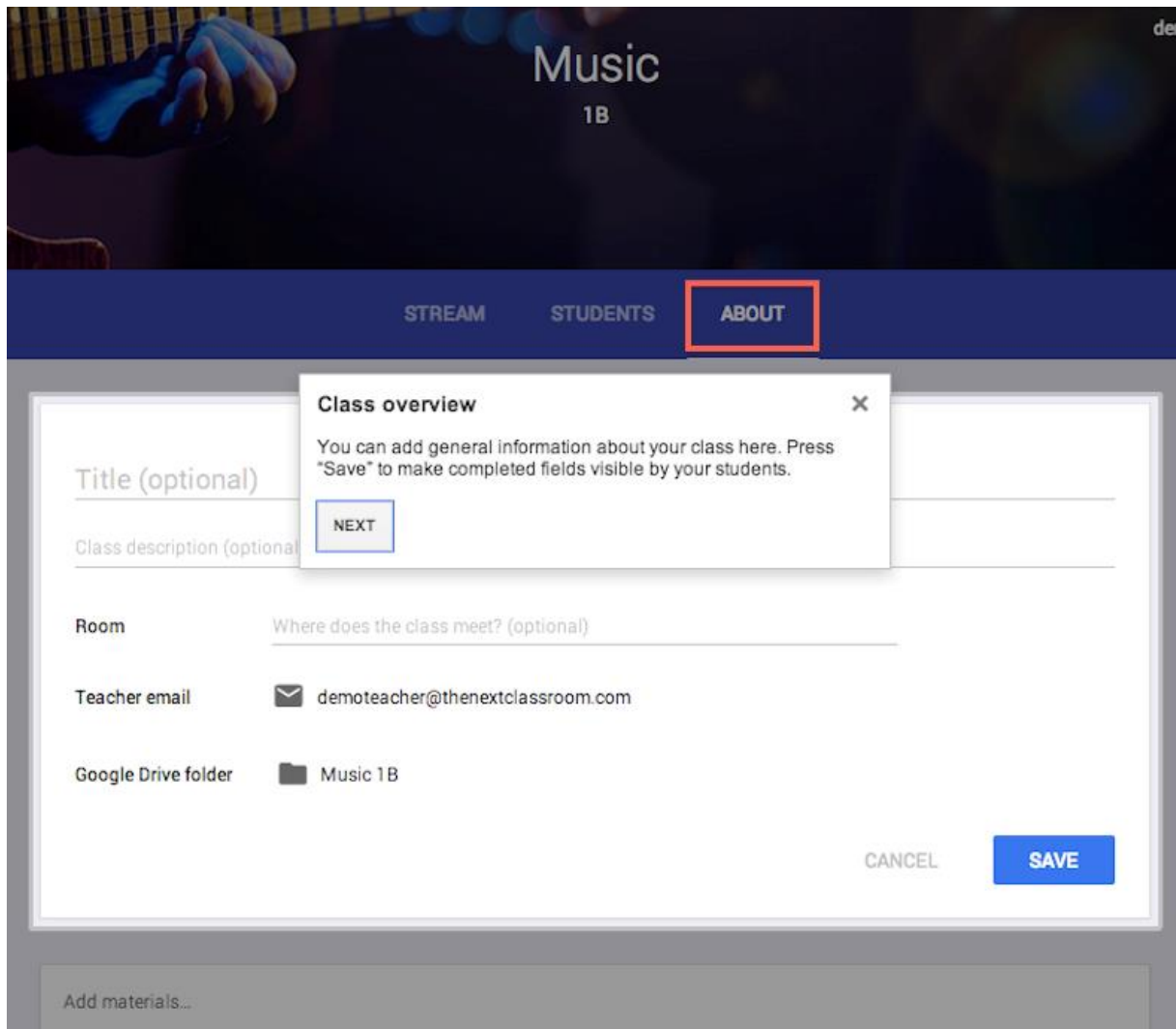
CANCEL

CREATE

## Create a class resource page

Once you have created a class, you have the option to add a resource page for the class for your students:


1. Sign in to Classroom at [classroom.google.com](https://classroom.google.com).
2. Click the class to which you want to add materials.
3. At the top of the page, click **About**.
4. You can add a title for the page and a description of the class by hovering over those fields.



The screenshot shows the 'About' page for a class named 'Music 1B'. The 'ABOUT' tab is highlighted with a red box. A 'Class overview' modal is open, showing fields for 'Title (optional)', 'Class description (optional)', 'Room', 'Teacher email', and 'Google Drive folder'. The 'Room' field is empty, 'Teacher email' is 'demoteacher@thenextclassroom.com', and 'Google Drive folder' is 'Music 1B'. A 'NEXT' button is visible in the modal, and 'CANCEL' and 'SAVE' buttons are at the bottom right.

1. You can also enter a location for your class in the **Room** field.
2. If you choose to leave this field blank, it will not appear in the student view of the page.
3. Your email address and the Google Drive folder are automatically included in the overview and cannot be changed.
4. You can also attach additional resources to the overview by clicking **Add materials...**

5. Enter a title for your materials then select your attachment. Attachment options include: **Upload a file to attach, Attach Google Drive item, Add YouTube video, or Attach link.** You can add multiple resources under a single title or add them separately under their own titles.

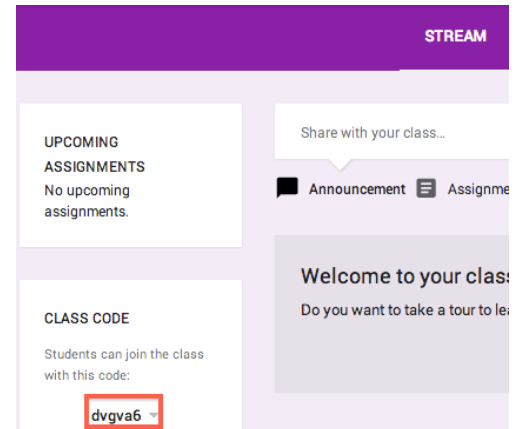
You can always edit the **Class overview** by following the same steps--click on the **Menu** button in the right-hand corner  to edit the overview.

## Invite students to a class

A teacher can invite students to a class or give students a code to join.

To invite a student:

1. Sign in to Classroom at [classroom.google.com](https://classroom.google.com).
2. Click the class name to open it.
3. At the top of the page, click **Students**.
4. Click the **Invite** button.
5. Click the **My contacts** drop-down list to access any contact from your Gmail My Contacts group, All contacts, Directory, Starred in Android, or any of your other groups.
6. Select the students you want to invite. Enter the student's name or email address in the search box if you cannot find a student you are looking for.
7. If you want to save the selected students and add them as a group to the contact list, click the **Save as group** button, enter a name for the group, and click **Save**.
8. Click the **Invite Students** button.



To add a student by giving them the class code:

1. Sign in to Classroom at [classroom.google.com](https://classroom.google.com).
2. Click the class name to open it.
3. The class code can be found on the left of the stream, in the **Class Code** section.
4. Send an email to students with the class code, post the class code as an announcement on the class stream, or write it on the board in your classroom.
5. Tell students to go to [classroom.google.com](https://classroom.google.com) and enter the class code.

You have control over when students can join the class. You have the option to reset the class code or disable it by clicking the code itself to access the drop-down menu.