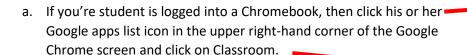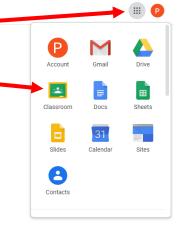# Directions for Joining PMSD Google Classrooms

1. You must be logged into your student's PMSD Google account in order to access any Google Classrooms that he or she will be a part of. Using Google Chrome, go to **classroom.google.com**.

   a. If you're student is logged into a Chromebook, then click his or her Google apps list icon in the upper right-hand corner of the Google Chrome screen and click on Classroom.
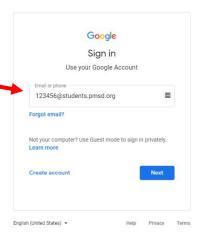
   b. If you're not on a Chromebook and using Google Chrome (the Web browser), you will be presented with a login prompting for your student's PMSD email/password.
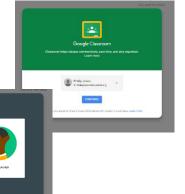
   The format for PMSD student email is their PMSD Student ID (lunch number) @students.pmsd.org and their PMSD student/network password (123456@students.pmsd.org)

   Be sure to click the NEXT button and then enter your student's PMSD network/district password.

   c. If your student has never been in Google Classroom, he or she will be presented with a verification page making sure it's him/her and it will ask if you are a teacher or student.
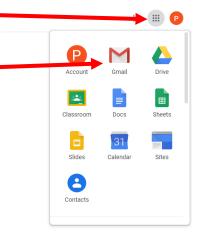
   PLEASE SELECT STUDENT. IF YOU SELECT TEACHER, YOU WILL NEED TO CONTACT THE DISTRICT TO CORRECT.

2. Once logged into Google Classroom, you will see any previous Google Classrooms that he or she was already a part of. However, since most of the Google Classrooms will be new, your student will have to join each Google Classroom. To join a Google Classroom, you must have the Google Classroom join code.
    a. Click the plus sign in the upper right-hand corner and select JOIN CLASS.
    b. A box will pop-up asking for the Join Class Code.
    c. Join Class Codes will be emailed to your student's PMSD Email.

    d. To access your student's PMSD Email, please click on the Google Apps listing button and select Gmail from the list. This will open the Gmail (PMSD Email) window open and you'll find the codes listed in various emails from your student's teachers.

3. Once you've entered the Google Classroom Join Code for your teacher's Google Classrooms, you will see a listing of all the courses that your student is a member of.