

Student's View: Assignments

Student View of Assignments:

Posted assignments will appear in the **Stream**. You may be prompted to refresh the **Stream** or assignment to see the latest updates. Students also have the option to leave a **class comment** if this has been enabled by the teacher. Class comments are viewable by the teacher and all students in the class.

Students will see the following information and options for each assignment in the **Stream**.

- 1 Completion Status (not done or done)
- 2 Due Date (Students will also see if their assignment is **Late**.)
- 3 Title and Description of the Assignment
- 4 Open: Click this button to open the assignment details page.
- 5 Add a Class Comment: Use this space to ask questions or for general comments.

ASSIGNMENT Kasey Bell 10:47 AM

1 NOT DONE 2 DUE NOV 13

3 #001 World War II Essay

Using the provided template, write a three-page essay summarizing the events of World War II.

4 OPEN

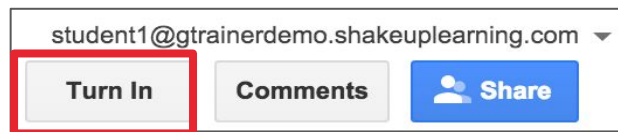
5 Add class comment...

Student's View: Turn In Assignments

The Turn In Button:

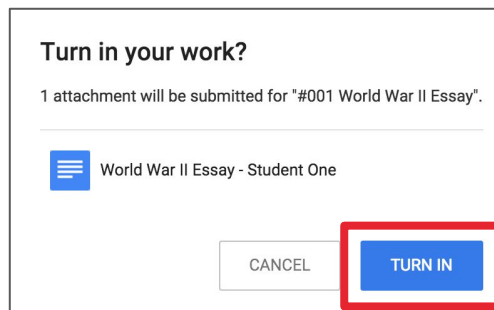
If the teacher has assigned a student their own copy of a Google file type (Docs, Slides, Sheets, or Drawings) as part of the assignment, there will also be a **Turn In** button (top-right) in the Google file next to the share button. (Note: The **Turn In** button changes the ownership of the file from the student back to the teacher, and the student can no longer edit the file.)

Students should submit their work using the **Turn In** button, NOT by sharing with the teacher. The teacher already has the right to view and edit the file.



Turning In Google Assignments:

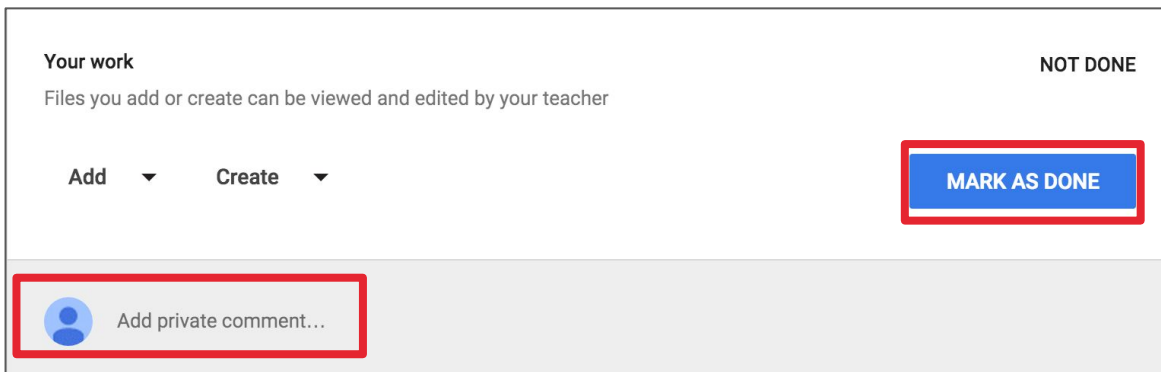
When a student clicks the Turn In button, a pop-up will prompt them to confirm their submission.



Turning In Other Types of Assignments:

If the teacher has assigned a collaborative Google file (student can edit the file), or other outside types of assignment, The student will see a **Mark As Done** button instead of Turn In. This option will only appear in Google Classroom, not in the file itself.

When students have completed the assignment, they simply click the **Mark As Done** button to let the teacher know they have finished. **Note:** The teacher does NOT receive an alert or email notification when work has been turned in, or marked as done. If a student is turning in late work, it is recommended that they leave a private comment to notify the teacher of late work or special circumstances.



Student's View: Assignment Details

Student View of Assignment Details Page:

Students should develop the habit of clicking Open or clicking on the title of the assignment to open the assignment details page. On this page, students will have additional options for the assignment.

- 1 Title of Assignment, Description, and Due Date**
- 2** Under **Your Work**, Students will see any file attachments or templates the teacher has created or attached for students. Note: **If the teacher has created a template for students to use, students should NOT Add or Create their own unless that is what the teacher has instructed.**
- 3 Add:** Here students can add their own files or links.
- 4 Create:** Here students can create new Docs, Slides, Sheets or Drawings.
- 5 Turn In/Mark As Done:** Students click the "turn in" or "mark as done" button when they have completed the assignment and are ready to submit. **MAKE SURE YOU ARE DONE BEFORE YOU SUBMIT!**
- 6** Add a **private comment**, which is only viewable by the teacher.

Due Nov 13

#001 World War II Essay **1**

Kasey Bell 10:47 AM Add class comment

Using the provided template, write a three-page essay summarizing the events of World War II.

2 Your work NOT DONE
Files you add or create can be viewed and edited by your teacher

World War II Essay - Student One
Google Docs

3 Add **4** Create **5** TURN IN

6 Add private comment.

Add Create

- Google Drive
- Link
- File

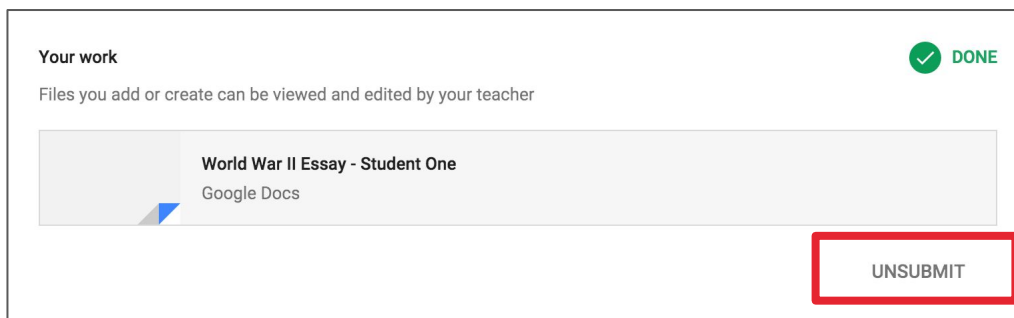
Create

- Docs
- Slides
- Sheets
- Drawings

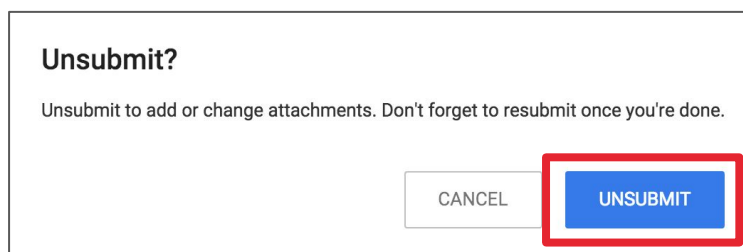
Student's View: Unsubmit Assignments

Unsubmit an Assignment:

If the assignment is a Google file type, it will become view-only for the student once it has been **Turned In**. If a student needs to revise or add attachments, they will need to click **Unsubmit**. The file can then be edited and revised again.



A pop-up reminder will appear to let students know they must resubmit once they have completed their revisions to the assignment. Click **Unsubmit** to confirm.



After the student has made their revisions or added or changed attachments, they will then need to click **Turn In** again to resubmit the assignment to Google Classroom.

Student's View: All Assignments

Student's View of Assignments Page:

Students can also see a list of their assignments for ALL of their classes by navigating to the **Assignments** page. Go to the menu (three lines) in the top-left, and select **Assignments**.

There are two tabs at the top of this page:

- 1 To-Do:** Here students can see a list of all of the assignments that are pending, including the title, class name and due date. Click on the assignment name to go directly to that assignment details page.
- 2 Done:** Here students can see a list of all of the assignments they have turned in or marked as done.

The screenshot shows the 'Student's View of Assignments' page. At the top, there are two tabs: 'TO-DO' (labeled with a yellow circle '1') and 'DONE' (labeled with a yellow circle '2'). Below the tabs is a dropdown menu set to 'All classes' and the word 'Late'. The main content area is a list of assignments, each with a title, class name, and due date. The assignments are: '#002 Review Your Self-Assessment Results and Share Your Goals', '#001 Digital Fluency Pre-Assessment', '#003 Two Truths and a Lie!', and '#004 What is Meaningful Technology Integration?'. Each assignment is followed by 'Commerce Digital Fluency 2015-16' and 'due Sep 16'.



Classroom Tip!

Get the mobile app for your device so you can access Google Classroom anytime, anywhere. Bonus! The mobile app will send push notifications to let students know when they have a new assignment. Available for [iOS](#) and [Android](#).