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GOOGLE CLASSROOM SETUP AND ASSIGNMENT COMPLETION

I created my Google classroom for Introduction to Business and had my students take a quiz that I created in Google Forms. The questions were all short answer incorporating vocabulary that would meet PARCC standards. After the quiz was completed and submitted by each student, I read their answers and graded the quiz.

Set up classroom for **Introduction to Business**

(Tina Cuzzolino helped me with this setup as it is all new to me)

Steps

1. Log onto your Google Account and Go to Google Drive
2. Click on the Down Arrow for my drive and choose new file - Google forms
3. Create the form. After each question, make sure you check off required question so the students have to answer it. For another question, choose add item.
4. When finished click Done
5. After you finish view Live Form to check
6. When finished checking, click send form. It will give you a URL that you can copy to make a link to the form.

Adding Assignment for Student

1. Go to Google Classroom and then assignment. Put the title of the document in
2. Click on add link and then paste the link you copied after making the form.
3. Click Assign

When in class assignment

Set due date

Attach Google drive item, click on it, click again

Click ASSIGN

When in actual class:

Invited kids to come in

Log in

Click classroom

Give the class code