

How to submit work children's work to Google Classroom

How to get and hand in work (computers and laptops)

- Go to Google Classroom
- Click 'Classwork'
- Click on an assignment, then 'View assignment'
- On the right-hand side of the page, click 'Add or create'. Depending on the type of work the teacher has set:
 - You can take photos of your child's completed work, upload them to your computer and then upload the photos in Google Classroom – click 'File', then 'Select files from your device', then 'Upload'
 - Or, your child can type up their answers in a Google Doc – click 'Docs' to load a new Google Doc
 - Once your child has finished their work, click 'Hand in/Turn in', then 'Hand in/Turn in' again to confirm
 - If you have made a mistake, you can click 'Unsubmit' to return the work to you, then follow the previous steps to resubmit work.



How to hand in work (mobile devices – Android or iOS)

- Open the Google Classroom app
- Tap on your child's class, then 'Classwork' (at the bottom)
- Tap on an assignment, then the arrow at the bottom
- Tap 'Add attachment'. Depending on the type of work the teacher has set:
 - You can take photos of your child's completed work, upload them to your computer and then upload the photos in Google Classroom – click 'File', then tap the file on your device
 - Or, your child can type up their answers in a Google Doc – tap 'New Doc' to load a new Google doc
 - Once your child has finished their work, tap 'Hand in/Turn in', then 'Hand in/Turn in' again to confirm
 - If you have made a mistake, you can click 'Unsubmit' to return the work to you, then follow the previous steps to resubmit work.