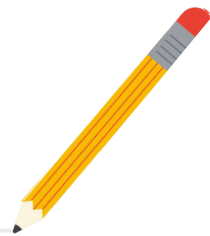
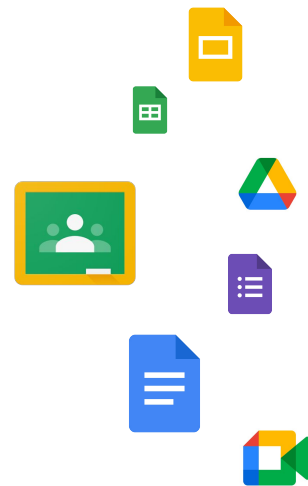




Google Classroom User Guide

For teachers



Updated: October 2023

Google for Education

About this resource

This deck has been designed to include important **step-by-step instructions for teachers** to get up and running with Google Classroom. Understand how to set up your classes, organize coursework, grade, provide rich feedback, and more.

We know that every school is different, with unique initiatives and goals. While Google Classroom is part of any Google Workspace for Education edition, we recognize that not all schools are the same and have different editions to best fit their schools' needs.

We'll explore the foundational getting started features for teachers regardless of edition. At the end of the deck, you will find additional resources to learn more capabilities.



Companion resources

Explore other resources to help support your institution.



[User guide for administrators](#)

Learn how to create organizational groups, set permissions, and access audit logs and reports.



[Classroom webpage](#)

Evaluating Classroom for the first time? Check out the webpage and connect with experts.



[Getting started with practice sets](#)

Help teachers learn how they can get started with practice sets to enrich learning and drive instructional impact.



[40+ ways to use Google Workspace for Education](#)

This deck is a selection of popular use cases that are available if you're using one of the **paid editions of Google Workspace for Education**. These tools can help increase data security, teacher efficiency, student engagement, school-wide collaboration, and more.



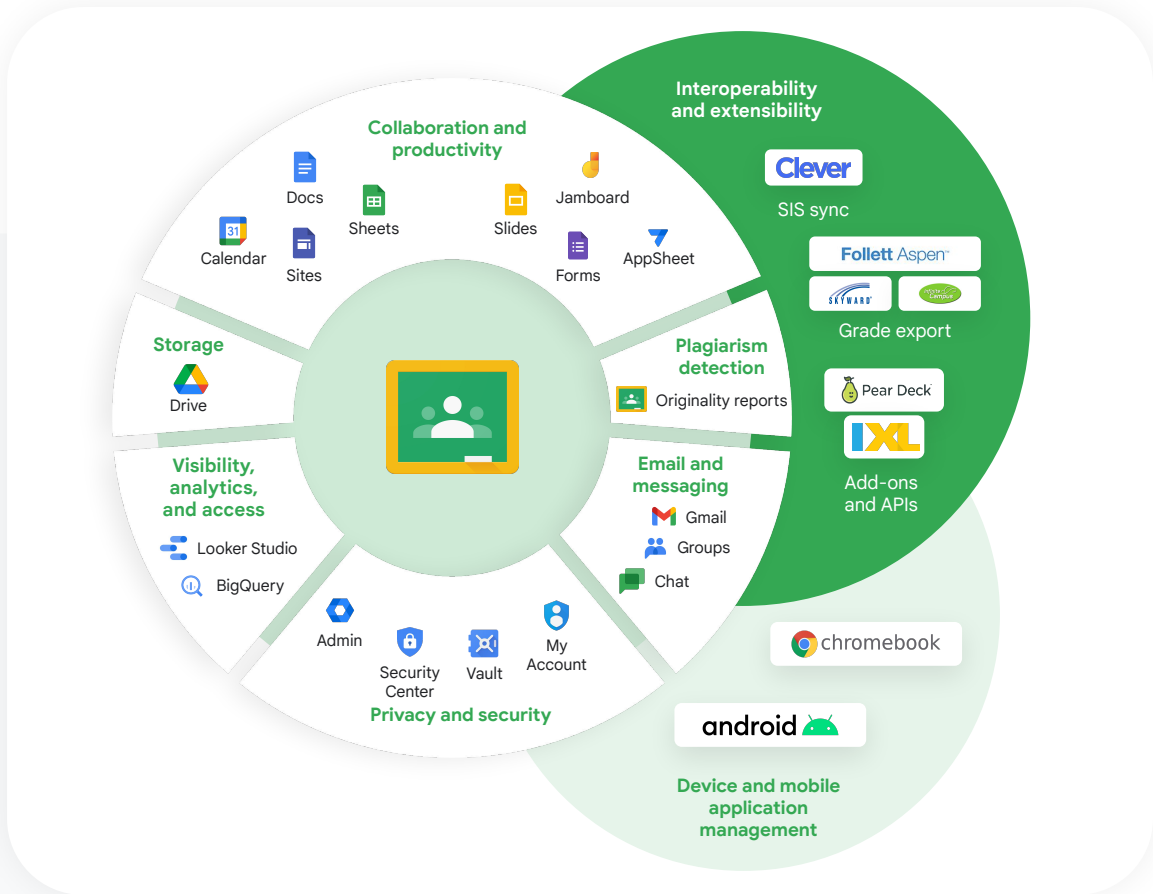
[Professional development](#)

Learning never stops. Explore free of charge technology training and resources for educators.



Classroom brings together the best of Google Workspace for Education

Consolidating a school's tech stack **into a unified solution** reduces cost, improves security, and saves educators time.



Teachers

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Check out how teachers can amplify instruction with tools that simplify everyday tasks with premium Classroom capabilities.

Additional educator resources

Teachers

Getting set up

Where teaching and learning come together.

Google Classroom helps educators create engaging learning experiences they can personalize, manage, and measure. It's easy to get started in minutes.

- **Sign in** to get started with Classroom and visit our [Teacher Center](#) to learn the basics
- **Set up a class** and manage communications in one place
- **Add students to a class** by simply sending them a link
- **Create an assignment** and share with multiple classes
- **Schedule posts across multiple classes** at once
- **Use originality reports** to help guide critical thinking
- **Post announcements** on a class stream
- **Set up and join** a Meet video call
- **Create a rubric** to keep grading consistent and transparent



Teachers

Getting set up

Where teaching and learning come together.

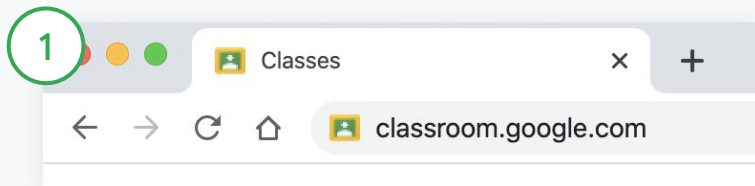
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- **Set up and join** a Meet video call
- **Create a rubric** to keep grading consistent and transparent

Getting set up

Sign in

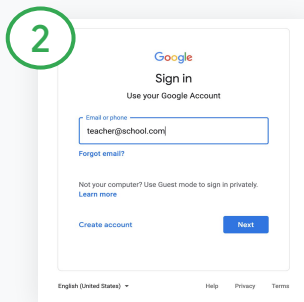
Classroom is easy to get started. Just sign in to start managing your classes today.



To sign in:

Head over to classroom.google.com.

Click **Go to Classroom**.



Enter your school email address (it looks like you@yourschool.com) and click **Next**.

Enter your password and click **Next**.



If you're using a Google Workspace account, click **I'm a Teacher**.

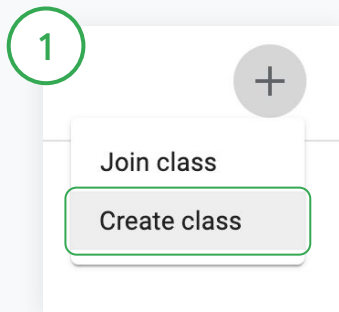
Click **Get Started**.

Getting set up

Set up a class

Create a class to assign work and post announcements to students.

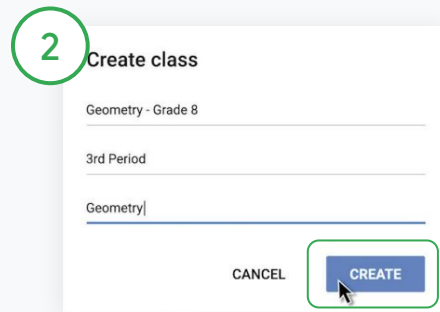
Save time by creating and managing multiple classes from one place.



Create a class

Within Classroom, open the **Classes** page and click **Add+** in the upper right corner.

Select **Create a class**.



Enter the class name and fill in details for your class (session, grade, room, and so on).

Click **Create**.

Getting set up

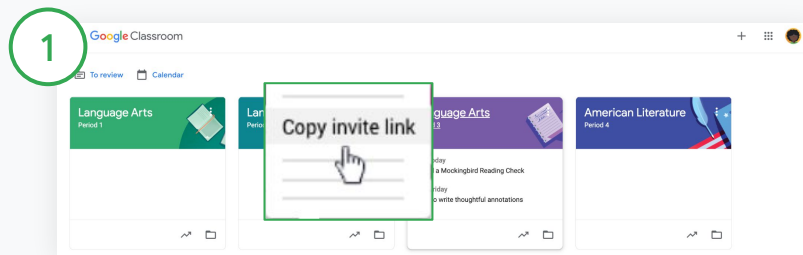
Add students to a class

Invite students to enroll in your class with only a few clicks. We'll show you the most common ways to add students.

If students have trouble joining, you can always resend class links or share simple instructions to [join a class as a student](#).

[Learn more](#) about adding students to your class.

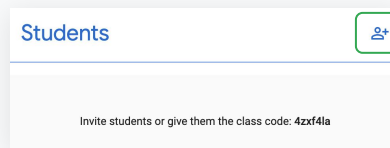
Schools using Education Plus can integrate Classroom with your SIS to automatically set up and sync classes.



Add students through an invite link

Within Classroom, select the **class card** and click **More** ≡ .

Select **Copy invite link** and share the clickable link with students via email.



Or, add students through a unique class code

Select your **class** and click **Settings** to display your class code.

Share the code with students and direct them to:

- Go to the Classes page on classroom.google.com
- Click **Add** + and select **Join class**
- Students should enter the code and click **Join**

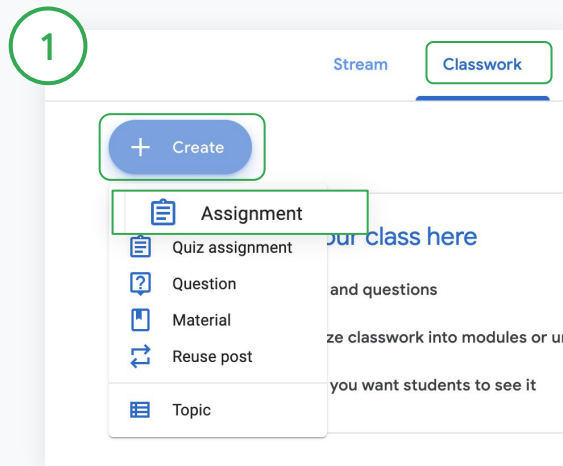
Getting set up

Create an assignment

Create more efficient workflows when assigning classwork. Specify due dates and point values, add attachments and rubrics, run originality reports, and more within an assignment.

Plus, save an assignment for later and share it with multiple classes or students.

[Learn more](#) about creating assignments.



Create an assignment

Within Classroom, click the class your assignment belongs in and select **Classwork**.

At the top, click **Create** and select **Assignment**.

Getting set up

Create an assignment

2 Add details

Assignment

Comparison of Macbeth Adaptions

Instructions (optional)
Select your topic from the list of topic choices below
-Compare and contrast Macbeth, Macduff, and Banquo. How are they alike? How are they different?
-Is it possible to argue that Macbeth is the play's villain and Macduff or Banquo its hero, or is the matter more complicated than that?
-What is the significance of equivocation in Macbeth?
Your essay should be 500 words.

For: 10th Grade E., All students

Points: 100

Due: Sat, Mar 28

Topic: No topic

Rubric: + Rubric

Originality reports [Learn more](#)

3 Add materials

What is the significance of equivocation in Macbeth?
Your essay should be 500 words.

Add + Create

- Google Drive
- Link
- File
- YouTube

Add details

Within the assignment, enter the title and fill in instructions and assignment details, including grade category, point value, due date, and topic.

Under the “For” category, choose to post to additional classes or individual students.

Add materials

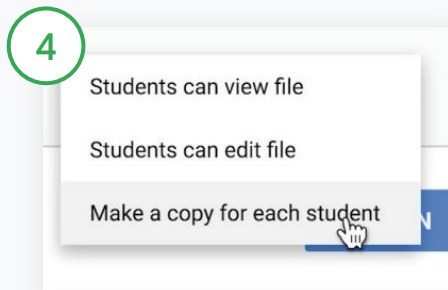
Within the assignment, add relevant attachments. Click **Add** and choose between Google Drive, Link, File, and YouTube.

Or click **Create** to add a new attachment.

Select your file and click **Upload** or **Add**.

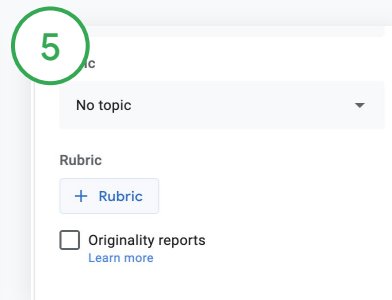
Getting set up

Create an assignment



Next to the attachment, click the **down arrow** and choose an option for how students interact with the attachment:

- **Students can view file:** use when the file is for reference only
- **Students can edit files:** use when students will work collaboratively on the same file
- **Make a copy for each student:** use when students will work individually in copies of the same file



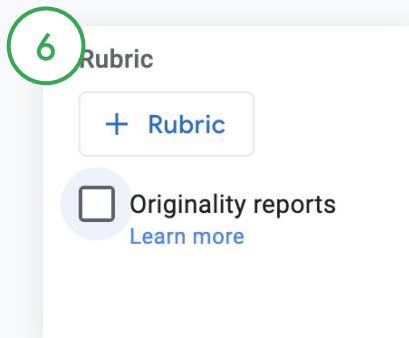
Add a rubric

Within the assignment, click **Rubric +** and choose to either **Create rubric**, **Reuse rubric**, or **Import from Sheets**.

Learn more about [creating a rubric](#).

Getting set up

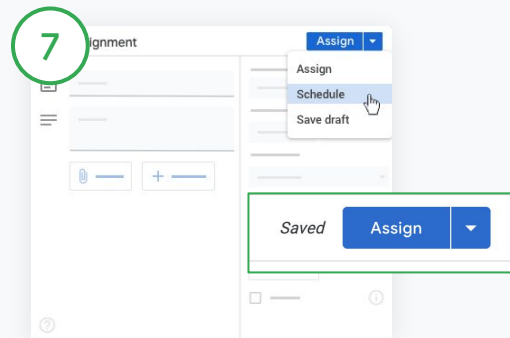
Create an assignment



Turn on originality reports

Within the assignment, click the **Originality reports** box to check for plagiarism automatically once students submit assignments.

Learn more about running [originality reports](#).



Choose when to post your assignment

- Immediate: Click **Assign** to post the assignment now.
- Schedule: Next to **Assign**, click **Schedule** and select a date and time. Hit **Schedule** again to save.
- Save for later: Next to **Assign**, click **Save draft**. You can open and edit draft assignments on the Classwork page.

Click **Assign**.

Getting set up

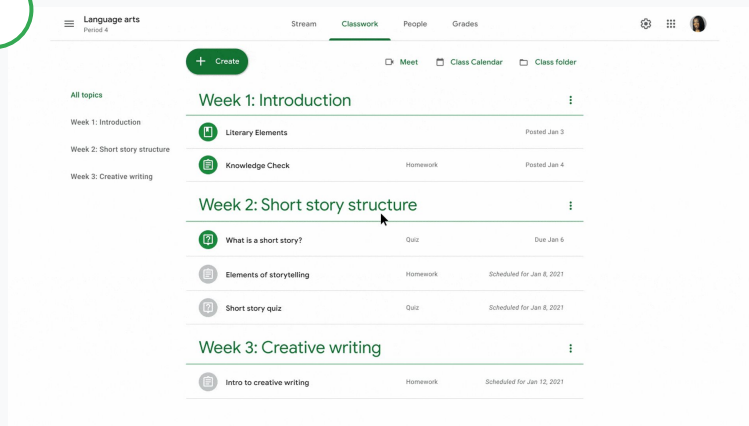
Schedule posts and assignments across multiple classes

Easily assign classwork to multiple classes at once.*

Once an assignment has been scheduled, you can change the assignment within each individual class.

*Available on Google Classroom web version.

1



Create an assignment

[Follow instructions](#) on creating the assignment details like topic, due date, and post date.

On the **Stream** page, click **Share something with your class** and enter your announcement at the top.

Select which classes should receive the post

Choose between

- Published immediately
- Published at a certain time
- Save as draft

Tools to learn in their own way

Use originality reports

Originality reports bring the power of Google Search to your student assignments and grading. When assigning work, enable originality reports. When students submit their work, originality reports highlight text against billions of pages in the Google Search index that the student didn't cite or quote.

[Watch the video](#) to learn more.

1

Assignment Saved Assign

Title
Comparison of Macbeth Adaptions

Instructions (optional)
Select your topic from the list of topic choices below
-Compare and contrast Macbeth, Macduff, and Banquo. How are they alike? How are they different?
-Is it possible to argue that Macbeth is the play's villain and Macduff or Banquo its hero, or is the matter more complicated than that?
-What is the significance of equivocation in Macbeth?
Your essay should be 500 words.

Add + Create

For
10th Grade E... All students

Points
100

Due
Sat, Mar 28

Topic
No topic

Rubric
+ Rubric

Originality reports
[Learn more](#)

Enable originality reports

Within an assignment, click **originality reports** and select **Assign** to share with students.


[Students can run originality reports](#) for their work in Google Docs, Sheets, and Microsoft Word to identify any uncited content and make edits. Once submitted, Classroom automatically scans for plagiarism and makes results available to teachers.

Tools to learn in their own way

Use originality reports

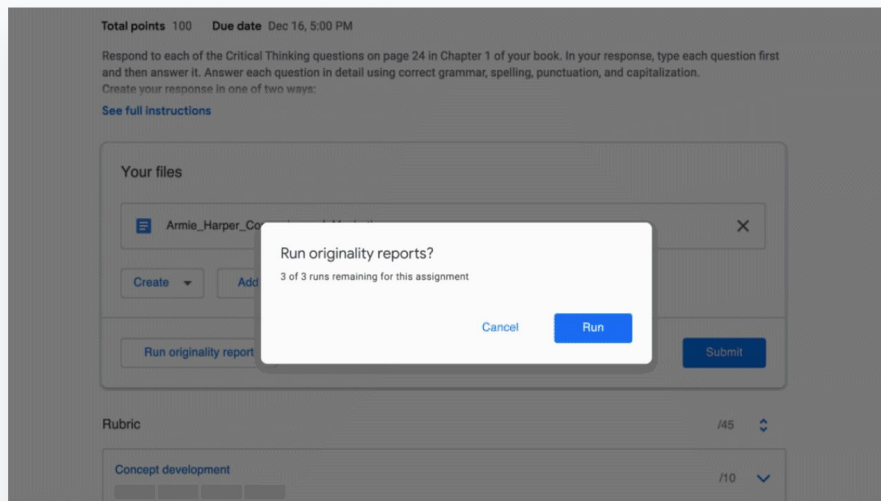
- continued

2 View the report

Within an assignment, click the **On**  switch next to **# of cited or quoted passages** to view highlighted web matches.

3 See potential flags as a number or percent. A link to the **external source** is available for flagged passages.

Teachers can run originality reports at no charge for up to five assignments per class.* Students can run originality reports up to 3 times.

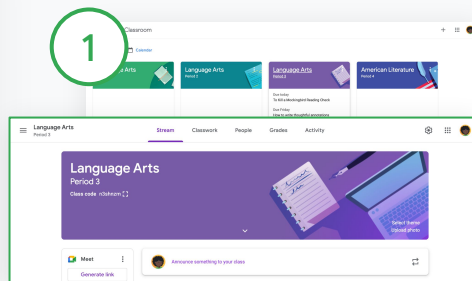


Getting set up

Post announcements

Give reminders to your students by posting announcements to your class on the class stream.

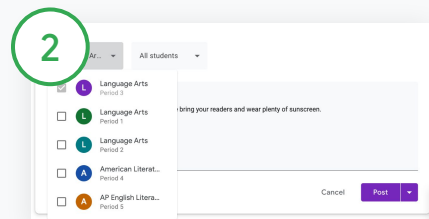
Visit the [Help Center](#) to learn more about managing and formatting announcements.



To create an announcement

Click the class you want to post the announcement to within Classroom.

On the **Stream** page, click **Share something with your class** and enter your announcement at the top.



Select who to share the announcement with

Within the announcement, click the **down arrow** next to “For” and select classes to include.

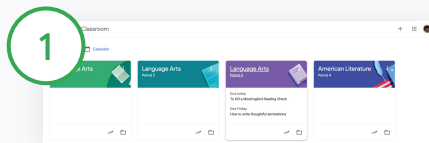
Or post to individual students. Within the announcement, click **All students** and click the students name(s) to select them.

Getting set up

Set up and join a Meet video call

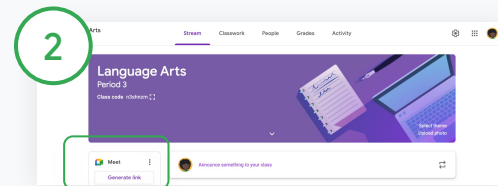
Connect with your students using simple, reliable, and secure video conferencing. Manage, start, and join class-dedicated video meetings with Google Meet built right within Classroom – easily accessible on the side of each class stream.

All Meet links created in Classroom are nicknamed links that you and your students can use for all of your class meetings. Students are directed to a waiting room until their teacher or co-teacher joins, and those not on the class roster will have to “ask to join” to be admitted.



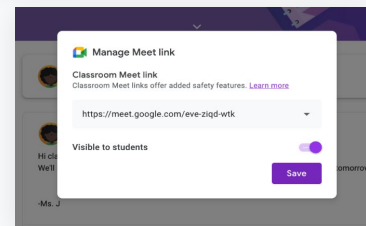
Create a designated class Meet link

In Classroom, click the class.



Under Meet, click **Generate link**.

(Or, click **Settings** ⚙️. Then, under General, click **Generate Meet link**.)



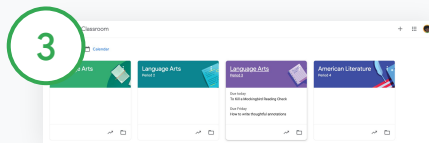
A Meet link will appear for your class. Select **Save**.

If you make the Meet link visible to students, it appears in their class stream to easily join and continue to reuse.

Getting set up

Set up and join a Meet video call

Visit the [Help Center](#) to learn more about best practices, other Meet features and controls, and how to manage students.

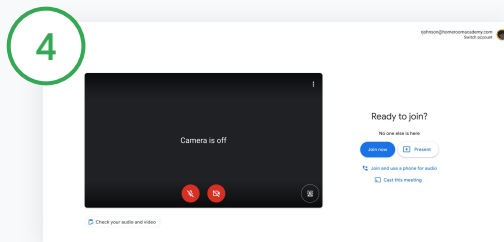


Start a video meeting in Classroom

Click your desired class.

Choose between:

- On the left of the Stream page, under Meet, click **Join**
- At the top of the Classwork page, click **Meet**
- In a question or assignment, click the link for the class video meeting



Before you join the call, check that you're signed in with your Classroom account in Meet.

If not, click **Switch account** and sign in to your Classroom account.

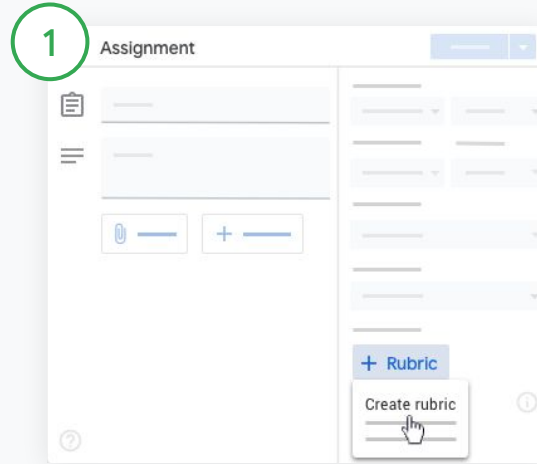
Click **Join now**.

Getting set up

Create a rubric

Create, reuse, and automatically calculate grades using rubrics within individual assignments.

Rubrics can be saved as drafts for future use and exported, imported, and shared with fellow teachers to help save time.



In Classroom, click the class and select **Classwork**.

Create an assignment with a title, click **Rubric**, and click **Create rubric**.

Getting set up

Create a rubric - continued

2

Fill in your rubric details:

Criterion title – the grading evaluation (ex. Grammar, Teamwork)

Points – the number of points awarded

Level title – the title for performance level (ex. Excellent, Full mastery)

Description – the expectations for the level

3

Click **Save**.

Visit the [Help Center](#) to see more rubric features and to set up [grading systems](#).

Rubric Save

Comparisons of Macbeth Adaptations

Add the criteria you'll use to evaluate student work as well as any performance levels or descriptions you want to include. Students will receive a copy of this rubric with their assignment.

Use scoring /1

Sort the order of points by: Descending

Criterion title (required)	Points (required)	Level title	Description
Criterion title (required)	1		

? + Add a criterion

Teachers

Tools for management and organization

Save time by grading more efficiently,
viewing student progress in one place and
automating tasks.

- **Set up your grading system** and grading scales
- **View assignment** progress across all classes by status
- **Give richer feedback** through a custom comment bank
- **Grade with a rubric** right alongside an assignment
- **Return student work** right within Classroom
- **Update your gradebook** and view student assignments in one place
- **Export grades to your SIS** directly from gradebook
- **Reuse assignments** between classes
- **Automate guardian summaries** to keep parents informed

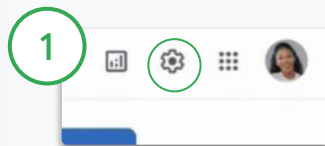


Management and organization

Set up grading

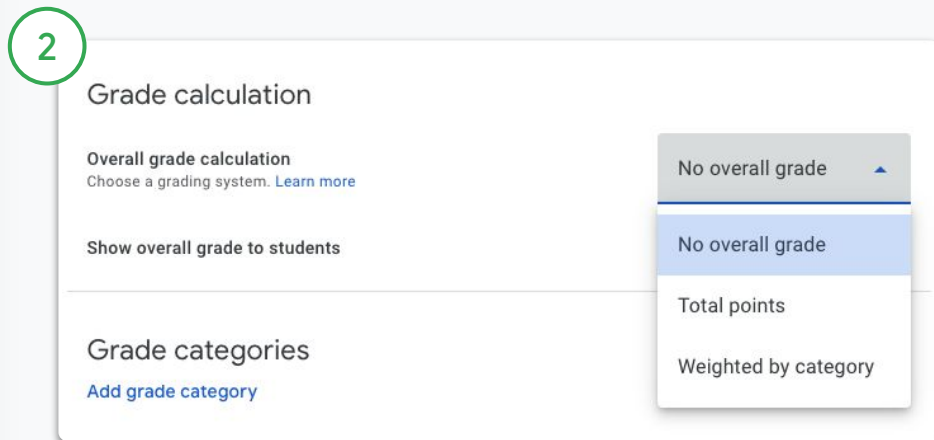
You can choose **Total Points** or **Weighted by category** grading for your grading system. In both, grades are calculated for you, and you can let students check their overall grade for the class.

Visit the [Help Center](#) to learn more about setting up grading systems.



Set up a grading

Within the class, click on the **Class settings**.



In **Grading**, under **Grade calculation**, click on the dropdown menu and select one of the following options:

- **Total points:** Divides total points earned by total points possible. You can let students see an overall grade.
- **Weighted by category:** Adds the scores across categories. You can let students see an overall grade.
- **No overall grade:** Grades aren't calculated for students. Students can't see an overall grade.

Management and organization

Set up grading

You can also organize classwork with **grade categories**, such as Essays, Homework, and Tests. For example, if your class has 4 essay assignments, you can organize them in an Essays category.

Visit the [Help Center](#) to learn more about setting up grading systems.

3 Grade categories

[Add grade category](#)

Grade categories

<input type="text" value="Grade category*"/>	<input type="text" value="Default points* 100"/>	×
<small>0 / 100</small>		

[Add grade category](#)

After you have selected the **Grade calculation** (step 2), complete the following steps:

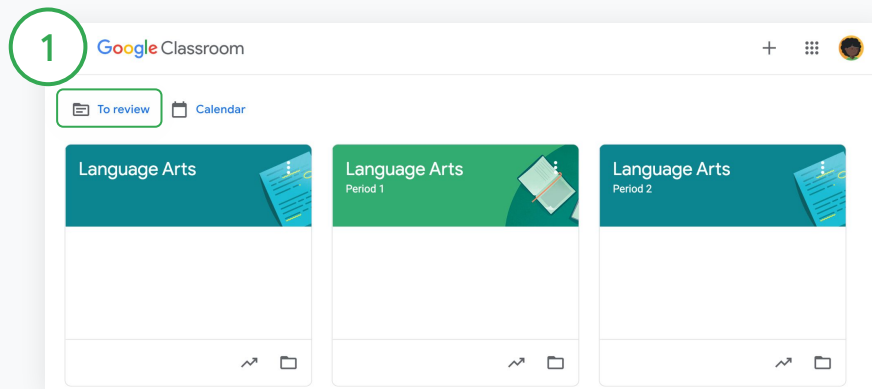
1. Under **Grade categories**, click on **Add grade category**.
2. Enter a **grade category**
3. If you have selected **Total Points** or **No overall grade**, the under **Default points**, enter a whole number. If you have selected **Weighted by category**, the under **Percentage**, enter a whole number.
4. (Optional) To add another grade category, repeat steps 1-3.

Management and organization

View assignment progress

Get a quick overview of work you assigned across all your classes in one easy place.

Use this tool to see the status of your work and mark work as reviewed.

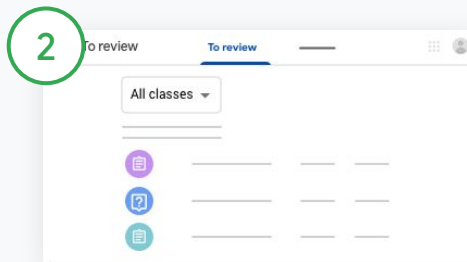


View student work across all classes

In Classroom, click **To review** at the top.

Management and organization

View assignment progress



Filter by class

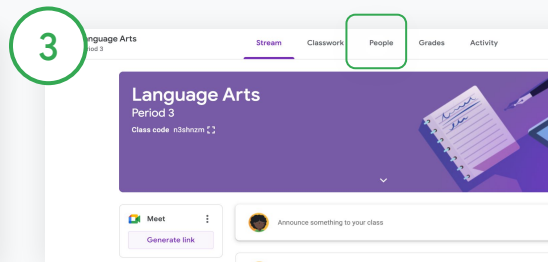
Click **All classes** and select a class. Click a title to view student submissions.

Sort work based on due dates by clicking the **Down arrow** or **Up arrow**.

Mark work as reviewed

Next to the work, click **More** ≡ and click **Mark as reviewed**.

After you mark work as reviewed, you can see it in the **Reviewed list**.



View a list of a student's work and its status

Click the relevant class. At the top, click **People** and select a student's name.

This page will show:

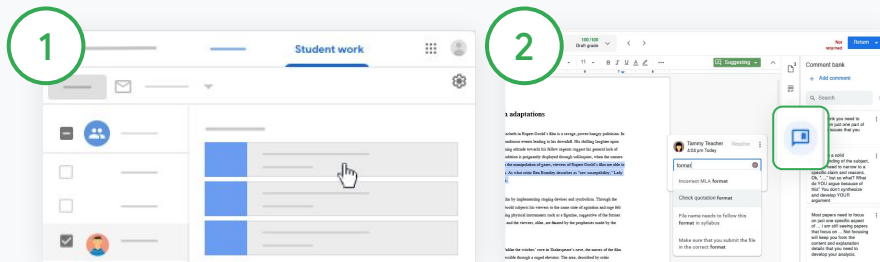
- student's assigned work and their due dates
- status of assigned, turned in, late, or missing work
- grades for classwork
- attachments to submissions
- Private comments the student sent you

Management and organization

Give richer feedback on assignments

Provide students with clear feedback by leaving comments on submitted assignments, or write directly on student work.

Classroom automatically saves your most-used feedback to a personalized and automated comment bank.



Leave a comment

Click the relevant class and select **Classwork**. Click an assignment and select **View assignment**.

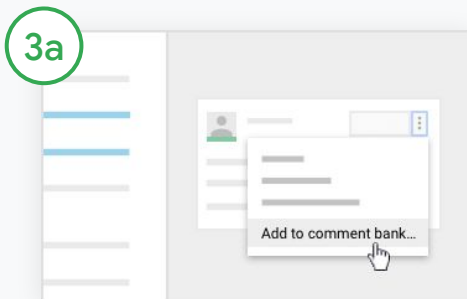
On the left, choose the student name and the file they turned in.

Select the section that you want to comment on and click **Add a comment**.

Enter your comment and click **Comment**.

Management and organization

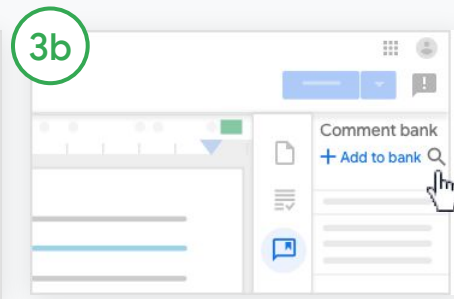
Give richer feedback on assignments



Create a custom comment bank for your most used comments

To add an existing comment, open the student's work. In the top-right corner of the comment box, select **More** and click **Add to comment bank**.

Make edits and click **Add**.



Or, enter a comment directly

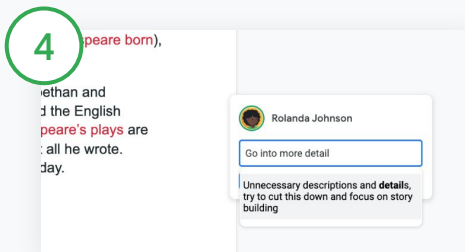
On the right of the students work, click the **Comment bank**.

Select **Add to bank** and choose between entering a single comment or multiple comments or paste a list or prepared comments.


Click **Add**.

Management and organization

Give richer feedback on assignments



Use a comment from the comment bank

Select the section you want to comment on and click **Add comment** .

In the comment box, begin typing your feedback and your corresponding most-used comments will automatically appear. Click the comment you want and press the **Comment** button to post.

Mobile app



Draw or write on student work

In your Classroom mobile app, tap the class and open an assignment.

Tap **Student work** and select a student's name and their attachment.

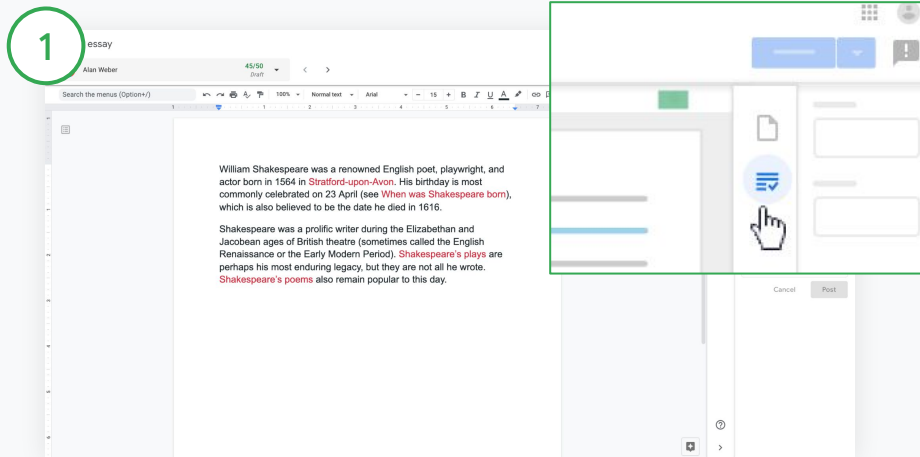
Click **Edit** and make notes or drawings.

Click **More** and then **Save**.

Management and organization

Grade with a rubric

Add a rubric to an assignment to keep grading consistent and transparent. Teachers can grade student work with rubrics displayed right alongside the assignment.



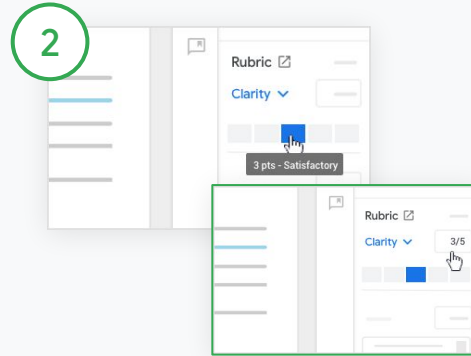
See your rubric while grading an assignment

Select the relevant class and click **Classwork**. Select the assignment, click **View assignment**, and open a student's file.

In the right column, click the **Grading** icon and expand or collapse a criteria description in the right column.

Management and organization

Grade with a rubric

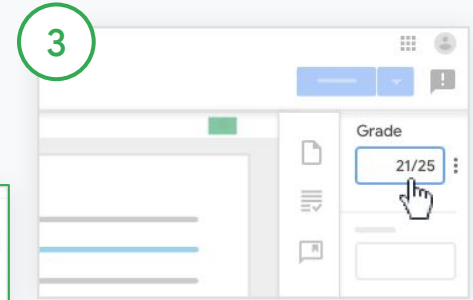


Select a rating for each criterion

Within **Rubric**, assign a rating level for each criterion.

Click a rating level for each criterion, or if you're using the criterion for scoring, enter a number.

The rubric score automatically updates as you select rating levels.



Manually change the total grade

Within **Grade**, manually enter a grade for the student's assignment.

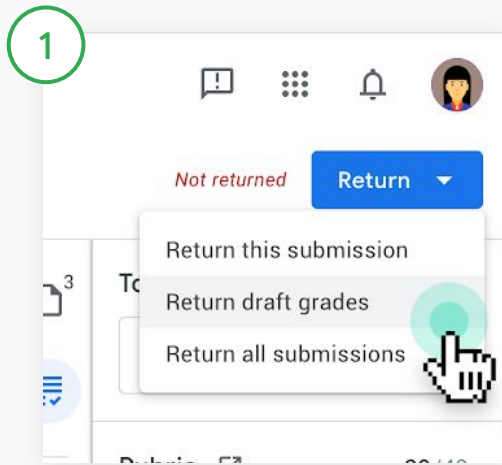
Management and organization

Return student work

Stay organized by returning student work right within the assignment. And share reviewed work with one or more students at a time.

Once the assignment is returned, students are able to view their grade.

Teachers can also return an assignment within the Classroom [gradebook](#).



In Classroom, select the class and click **Classwork**. Select the assignment you want to return, and click **View assignment**.

Next to each student whose assignment you want to return, check the box, click **Return**, and select your preference.

Choose between:

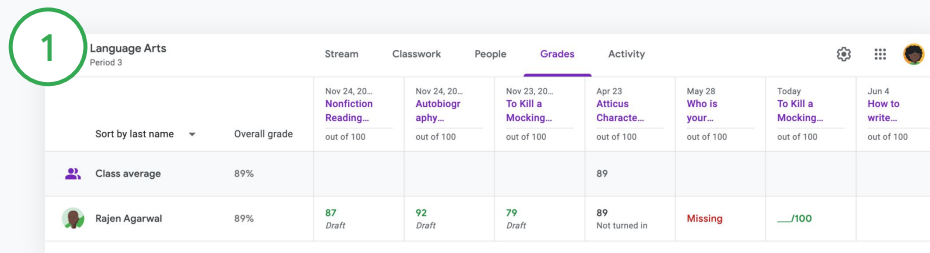
- Return this submission
- Return draft grades
- Return all submissions

Management and organization

Update your gradebook

Gradebook within Classroom provides one easy place to view student submissions, enter grades, return work, and review all the grades for an assignment.

Visit the [Help Center](#) to learn more about how to view and update your gradebook.



Language Arts Period 3		Stream	Classwork	People	Grades	Activity			
Sort by last name ▾	Overall grade	Nov 24, 20... Nonfiction Reading... out of 100	Nov 24, 20... Autobiogr aphy... out of 100	Nov 23, 20... To Kill a Mocking... out of 100	Apr 23 Atticus Characte... out of 100	May 28 Who is your... out of 100	Today To Kill a Mocking... out of 100	Jun 4 How to write... out of 100	
Class average	89%				89				
Rajen Agarwal	89%	87 Draft	92 Draft	79 Draft	89 Not turned in	Missing	—/100		

Open gradebook

In Classroom, select the class and at the top, click **Grades**.

On the **Grades** page, you can view and even grade and return a student's submission.

Management and organization

Update your gradebook

2

Stream	Classwork	People	Grades	Activity		
Nov 24, 20... Nonfiction Reading... out of 100	Nov 24, 20... Autobiogr aphy... out of 100	Nov 23, 20... To Kill a Mocking... out of 100	Apr 23 Atticus Characte... out of 100	May 28 Who is your... out of 100	Today To Kill a Mocking... out of 100	Jun 4 How to write... out of 100
Sort by last name	Overall grade					
Class average	89%					
Rajen Agarwal	89%	87 Draft	92 Draft	79 Draft	89/100 Not turned in	___/100

Return ⌘+Option+R

View submission ⌘+Option+V

View student submissions

Within **Grades**, hover over a cell of a student's assignment. Click **More** and click **View submission**.

Work and grade status is color-coded:

- Red – Missing work
- Green – Turned in work or draft grade
- Black – Returned work

3

Stream	Classwork	People	Grades	Activity		
Nov 24, 20... Nonfiction Reading... out of 100	Nov 24, 20... Autobiogr aphy... out of 100	Nov 23, 20... To Kill a Mocking... out of 100	Apr 23 Atticus Characte... out of 100	May 28 Who is your... out of 100	Today To Kill a Mocking... out of 100	Jun 4 How to write... out of 100
Sort by last name	Overall grade					
Class average	89%			89		
Rajen Agarwal	89%	87 Draft	92/100 Draft	89 Not turned in	Missing	___/100

Return ⌘+Option+R

View submission ⌘+Option+V

Enter grades and return work within gradebook

Within **Grades**, enter a grade for the student's assignment.

To return the assignment, click **More** ≡ and click **Return**.

Visit the [Help Center](#) to learn more about how to view and update your gradebook.

Management and organization

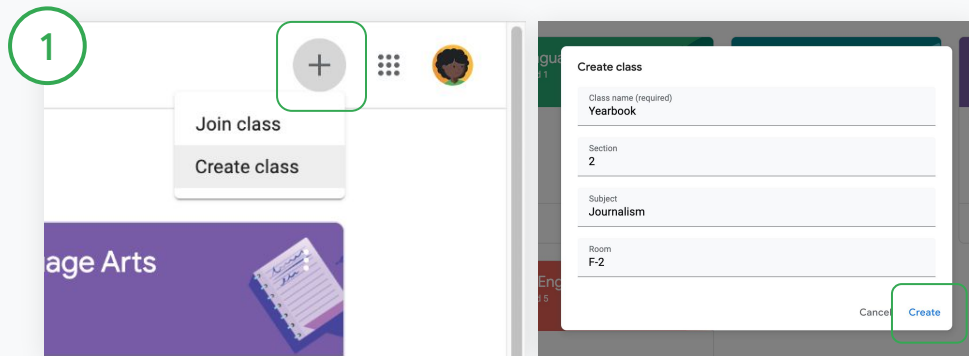
Export grades to your SIS

Export grades from gradebook directly into your Student Information System (SIS)* by first linking your class to your SIS.

Compatible SIS partners: Infinite Campus, Skyward, Skyward Qmlativ, Follet Aspen, and PowerSchool (coming soon).

Visit the [Help Center](#) to learn more about exporting grades and to [troubleshoot SIS grade import](#).

*This feature is available at no charge until July 2024



First, link a class to your SIS

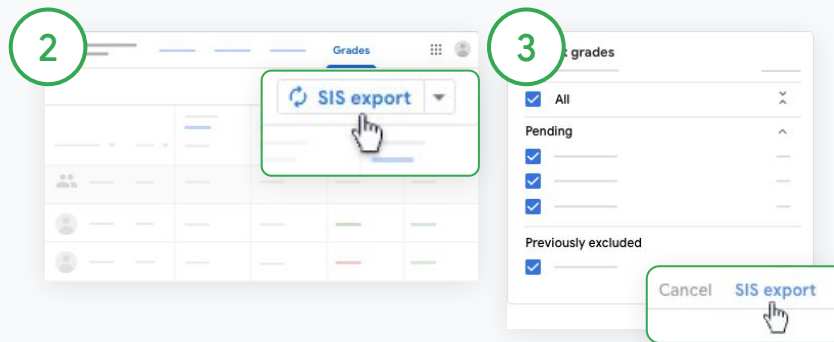
In Classroom, click **Add +** and select **Create class**.

Next to **Link with**, click the **down arrow** and select your class.

Enter your class details and click **Create**.

Management and organization

Export grades to your SIS



Export grades

Click the class you want to export from and select **Grades**.

On the right, click **SIS export**.

Grades export for any classwork with a checked box. For any grades you don't want to export, uncheck the box.

Click **SIS export** to export.

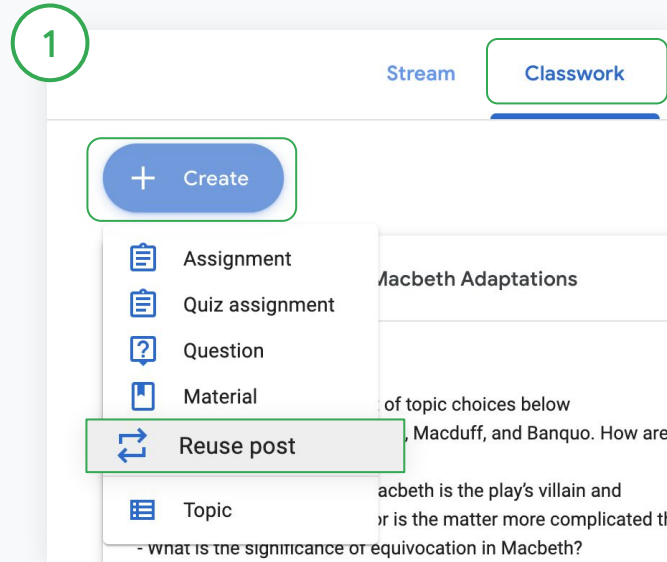
Visit the [Help Center](#) to learn more about exporting grades.

Management and organization

Reuse assignments and announcements

Save time by reusing your assignments, announcements, or other posts. Repost to the original class or a different class.

Before publishing, make updates by modifying the post and editing attachments or rubrics.

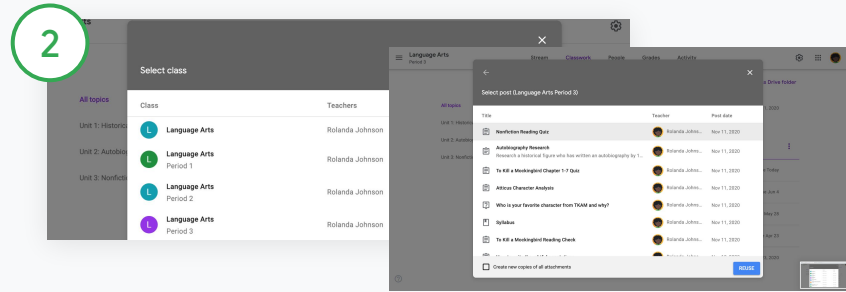


Reuse a post

In Classroom, select the class and click **Classwork**. Hover over **Create** and click **Reuse post**.

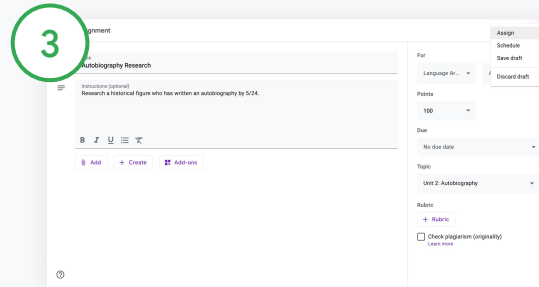
Management and organization

Reuse assignments and announcements



Select the class that has the post you want to reuse.

Select the post and click **Reuse**.



Change any information and add or delete attachments.

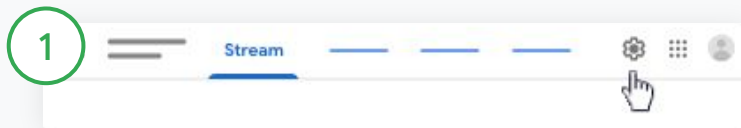
Before reposting, choose an option:

- Save the post for later. Click to **Down arrow** and select **Save draft**.
- Reuse an assignment – click **Assign**.
- Reuse an announcement – click **Post**.


Management and organization

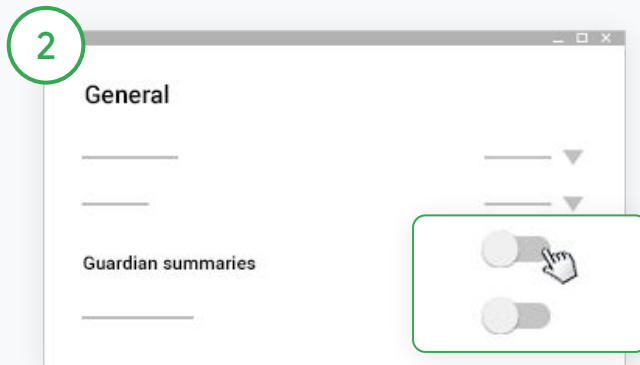
Automate guardian summaries

Keep guardians informed and engaged by inviting them to receive automatic email summaries of their students' progress. Choose which classes and guardians to include in [the summaries](#).



Turn guardian summaries on or off

Select the class you'd like to send email summaries about and click **Settings** .

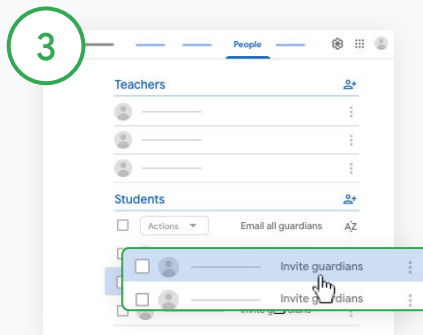


Under General, click the switch **On** of **Off**.

Click **Add Class**. And at the top of the page, click **Save**.

Management and organization

Automate guardian summaries



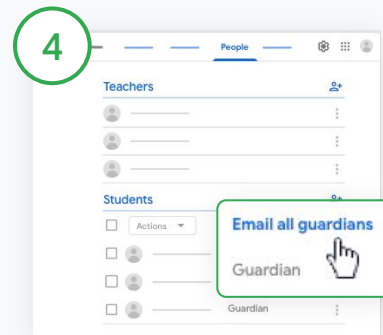
Invite or remove a guardian

Select the related class and click **People**.

Next to the student's name, click **Invite guardians** or **Remove guardians**.

- If inviting, enter the guardians email address(es)

Click **Invite** or **Remove**.



Email guardians

Select the relevant class and click **People**.

- To email one student's guardian: Next to the student's name, select **More** and click **Email guardians**. An email window opens with the email addresses populated.
- To email all guardians in a class: At the top, click **Email all guardians**.

Enter a subject and your message. Click **Send**.

Teachers

Tools to learn in their own way

Help students stay focused with features that let them create their most productive and customized learning environment.

- **Accessibility resources** enable learning opportunities for all students
- **Automatic due dates** in student calendars to help them keep track of deadlines
- **Student to-do lists** are customized to help them stay organized
- **Student originality reports** help prevent unintentional plagiarism

Tools to learn in their own way

Accessibility resources

Give students the freedom to adjust accessibility settings so they can learn and work in their ideal way.

Google for Education Accessibility Resource center



Google for Education Accessibility flashcards



Google Workspace user guide to accessibility



[Playlist] Accessibility tips for Google Workspace



[Classroom] Using a screen reader with Classroom



[Chromebook] Accessibility shortcuts



Distance Learning accessibility guide



Guardian's Guide to Accessibility



[Chrome extensions] [Snap&Read](#), [Co:Writer](#), [EquatIO](#), [Read&Write](#)

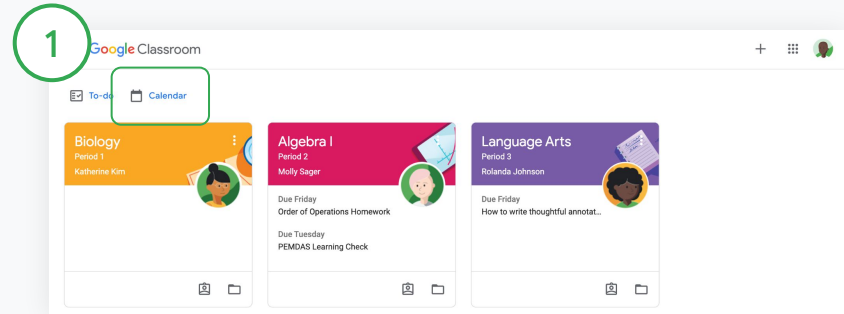


Tools to learn in their own way

Automatic due dates in Calendar

Enforce timelines easily with due dates that appear automatically on calendars when classwork is distributed.

For each class, you and your students share a Classroom calendar and a Google Calendar where deadlines appear.



View classwork in your Classroom calendar

At the top of Classroom, click **Menu** ≡ and select **Calendar** to see all assignment due dates.

Tools to learn in their own way

Automatic due dates in Calendar

2

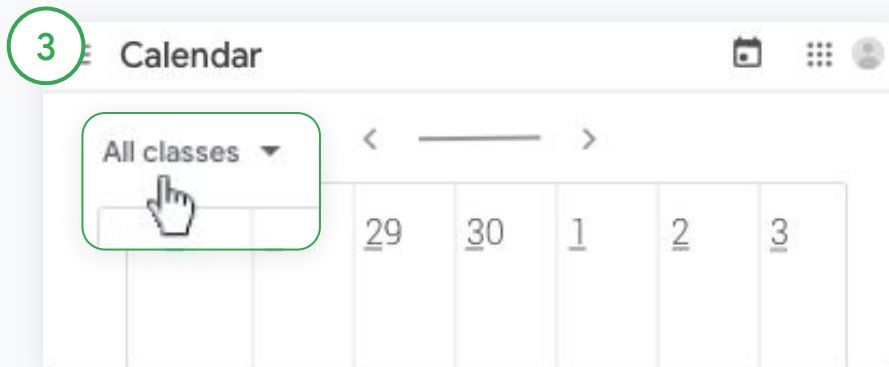
Select an assignment to open it and find out more.

3

See classwork for all your classes
Click **All classes**.

See classwork for only one class

Click **All classes** and select the class.

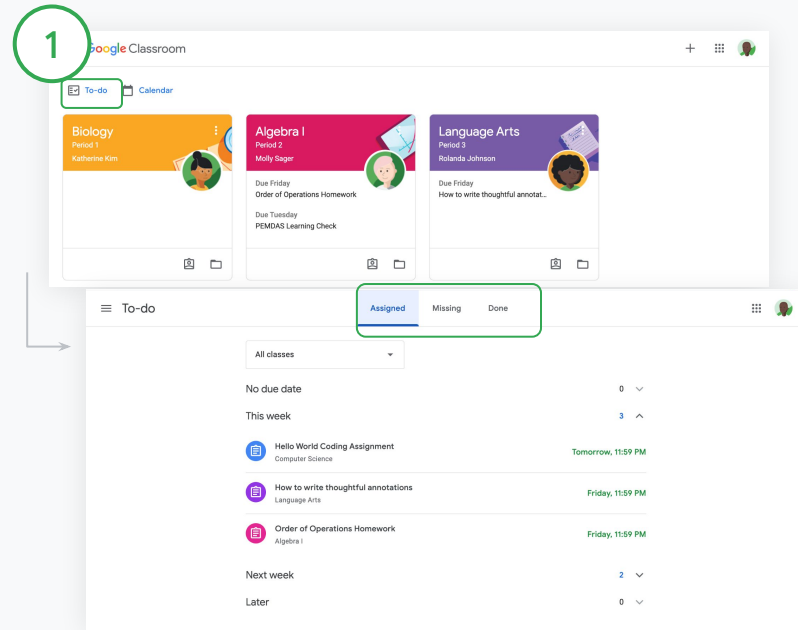


Tools to learn in their own way

Show students their custom to-do list

Enable students to stay on track and plan ahead with Classroom's automatically created to-do list personalized for each student.

Students can visit the [Help Center](#) to learn more ways to view classwork.



Direct students to view their all-class to-do list

At the top of Classroom, click **To-do** and choose an option:

- Click **Assigned** to see work that's been assigned to you
- Click **Missing** to see work that's past due
- Click **Done** to see work that a teacher graded or returned

Tools to learn in their own way

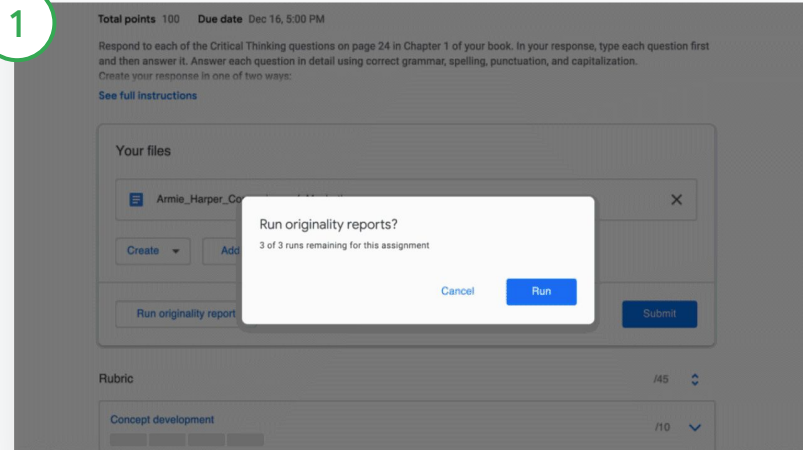
Empower students to use originality reports

Help guide critical thinking and allow students to check for unintentional plagiarism.

Originality reports bring the power of Google Search to your assignments in Google Docs, Slides, and Microsoft Word. [Enable originality reports](#) so students can identify any uncited content and make edits. Once submitted, Classroom automatically scans for plagiarism and makes results available to teachers.

Students can run originality reports up to 3 times.

1



Empower students to run an originality report on their assignment

- Within a class, students can click **Classwork** and select the **Assignment**.
- Under **Your work**, upload or create your file.
- Next to “Originality reports,” click **Run**. Under the file name, click **View originality report** to see the report and any originality flags.

Google Classroom educator resources

In addition to this guide, please check out additional resources designed to help teachers unlock the power of Classroom.



First day of Classroom

Visit the [Teacher Center](#) site for resources on how to get started with Classroom, all created by real educators.



Video how-tos

Watch educator and student [training videos](#) to get started or dive deeper, see an overview of top features in [Classroom 101](#), and subscribe to our [Google for Education YouTube channel](#) to stay connected for more ideas.



Classroom Help Center

Equipped with countless guides and step-by-step instructions, use our [Classroom Help Center](#) to address any and all questions.



Compatible apps

Access educator-approved [apps](#) that integrate seamlessly with Classroom to enable unlimited learning opportunities.

g.co/firstdayofclassroom



Paid features

Get more out of Classroom

Check out the additional Classroom features and enhanced capabilities available with [Google Workspace for Education paid editions](#).

Teachers can amplify instruction with tools that simplify everyday tasks with more Classroom capabilities:



- Create interactive assignments with **practice sets** to gain valuable insights at both the student and class level, and offer hints with the help of AI for students when they get stuck.
- Support active learning by assigning **interactive questions for YouTube videos*** to reinforce concepts, gauge student engagement and performance, and offer real-time feedback as they move through the lesson at their own pace.
- Help students build independent literacy skills by assigning differentiated reading activities based on Lexile® measure or grade level, with the Classroom integration* with Google's **Read Along**. A reading buddy, Diya, gives students real-time feedback on their pronunciation with the help of AI. **Read Along** also uses gamification to engage and inspire, and provides educators with auto-generated insights into student progress and the ability to view accuracy, speed, and comprehension metrics.
- Enable varied learning experiences through intuitive **Classroom add-ons**, enhancing student-centered learning with top EdTech tools like Kahoot! and Pear Deck – available directly within Classroom using single sign-on.

Add additional capabilities to fit your institution's unique needs

Available at no charge*

Paid editions

Google Workspace for Education Fundamentals



Google Workspace for Education Standard

Teaching and Learning Upgrade

Google Workspace for Education Plus

Edition summary

A suite of tools available at no charge that enables collaborative learning opportunities on a secure platform.

Build on all the capabilities of Education Fundamentals with **advanced security and analytics tools** to help reduce risks and mitigate threats with increased visibility and control across your learning environment.

Build on all the capabilities of Education Fundamentals or Education Standard with **enhanced educator tools** to help elevate curriculum and course management, enrich communication and class experiences, and guide academic integrity.

A comprehensive solution to achieve a digital transformation. Get all the capabilities of Education Fundamentals, Education Standard, Teaching and Learning Upgrade, and more.

Classroom capabilities per Google Workspace edition

Classroom's rich foundational capabilities include a ton of features in one central place for teaching and learning. As part of Education Fundamentals, all teachers and students get access to a comprehensive range of Classroom capabilities that help manage, measure, and enrich the learning experience.

Get all the features of Education Fundamentals, plus:

- Classroom log export for insights and analysis in **BigQuery**

Get all the features of Education Fundamentals, plus:

- Unlimited originality reports** and the ability to compare peer matches across a private repository of student submissions
- Streamline lesson planning by **creating a shareable link for a class,**** so educators in the same district can easily preview, select, and import high-quality classwork into each other's classes
- Classroom analytics**** provide educators with insights and visibility into how students turn in, perform on, and engage with assignments so educators can make informed decisions about the best way to provide support

Get all the features of **Education Standard and the Teaching and Learning Upgrade, plus:**

- Sync classroom rosters** with your Student Information System (SIS) for class management at scale powered by Clever¹
- Designated education leaders and staff can **temporarily visit classes** to respond to teacher requests, view student profiles, and provide additional support.
- Simplify planning for curriculum leaders and educators by making it easier to **distribute class templates and high-quality classwork with a link.****

* Available at no charge for qualifying institutions

** Coming soon

¹ Currently available in limited regions

[Compare the editions](#)



Google Workspace for Education FAQ



Google Workspace for Education editions include [Education Fundamentals](#), available at no charge to qualifying institutions, and [Education Standard](#), the [Teaching and Learning Upgrade](#), and [Education Plus](#), paid editions that offer premium features.



For specific features included in each of the Google Workspace for Education editions, please visit our [comparison chart](#).

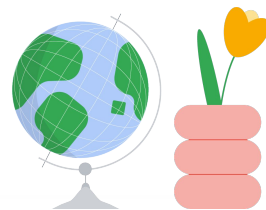


For pricing information on each paid edition based on your region, needs, and enrollment numbers, please contact your sales representative.



All paid Google Workspace for Education editions are annual subscriptions, and pricing is locked for the duration of the subscription term. Customers who purchase the Teaching and Learning Upgrade can add Education Standard at any time (and vice versa).

Access help when you need it



➔ Join our [educator community](#) to find a group near you.

➔ Find solutions from fellow educators in the [Classroom Help Community](#).

➔ Explore the [Help Center](#) and [Help Forums](#) for technical answers.

Thank you



Google Classroom