

Dear Parent/Guardian and Students

Good Morning

As we transition to remote learning, IS 318 will use Google Classroom as their remote learning tool. We ask that you please follow these steps in order to have a successful transition. We will still be using Jupiter as a form of communication.

To Login and Join a Class in Google Classroom

STEP 1.

Check your assignments on Jupiter, there you should find your **directions** and **class codes** on how to join each class from each subject teacher. (Note that each subject will have a different class code to join to join their classroom).

STEP 2.

Go to the following website:

classroom.google.com

The following will be provided on Jupiter Grades: the **directions** along with **class codes** in your **assignments from each subject teacher**.

STEP 3.

Log in to Google Classroom (classroom.google.com) with your username.

6th Grade: 22firstnamelastname@is318.net ex. (22johnsmith@is318.net)

7th Grade: 21firstnamelastname@is318.net ex. (21johnsmith@is318.net)

8th Grade: 20firstnamelastname@is318.net OR 20firstnamelastinitial@is318.net

Example (20johnsmth@is318.net) OR (20johns@is318.net)

For students who need their **Passwords Reset** or have any **Login** problems, send an e-mail to Studentpasswordreset@is318.net – Please include your **Student Name and Class**

STEP 4.

Once you have successfully logged into Google Classroom

1. Click on the **plus sign** on the top right hand corner.
2. Then Click **on join class**.
3. From your assignment in Jupiter, provided by your teacher there is a class code.
 - a. Where it says Type in class code: **Type the class code** you received (please type the code exactly as it is written)
4. Finally click on the (**Class Name**) to open your classroom