Google Classroom Tips

Tips for using Google Classroom from educators like you

Set up Your Classroom

Set up Google Classroom before school starts and then start adding materials and organizing them in files within your Drive. The more organized you are in the beginning, the more streamlined and beneficial your Classroom will be for all users!

– Angela Wojtecki, District Library Media Specialist

Organize resources in the About tab. Do you have resources that learners access over the entire course or throughout a unit? Add these resources to the materials section of the "About" tab so they don't get lost in the stream.

– Lindy Hockenbary, Digital Learning Coach

Stay Organized

Include the school year and the semester in the name of your class. This makes it easier to locate assignments to reuse in coming years.

– Karen Chichester, English and Special Education Teacher

Use topics to keep track of units that you have taught. As you create announcements and assignments, use the topic option to assign your unit name. One glance in the left column of Classroom lets you know what units you have covered.

– Sarah Hicks, Teacher

Add a due date to Classroom assignments so students can stay organized with Google Calendar.

– Josh Allen, Technology Integration Specialist

Create Assignments

If you have an assignment such as a journal or portfolio that students need to complete on a weekly basis, don't create a new post each week. Instead, bump the original post to the top of the Classroom stream and edit the due date.

– John Sowash, Tech Integration

When posting an assignment, question or announcement, click the "All Students" box. You'll be able to to choose from different students in your class. Use this to differentiate instruction by providing different projects, resources and assignments by student.

– Katie Nieves, Special Education ELA Teacher

Use the Share to Classroom extension to post assignments to Google Classroom with ease and push websites to students instantly.

– Jennifer Sangiacomo, Instructional Technology Integration Specialist

Connect with Parents and Peers

Use guardian email summaries to connect parents and guardians to their child's class. This is just one way to assist with building the home and school relationship.

– Jessica Levine, Instructional Technologist

Use Classroom to create asynchronous professional development courses for teachers. Build a menu of courses so that teachers can work through the content on their own time.

– Amber McMillan, Instructional Designer

Use Google Calendar on parent night to set up parent conferences for the fall. Have parents select open meeting times and use this throughout the school year.

– Patricia Smeyers, Google for Education Certified Trainer and Classroom Teacher

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