

Manual for Creating a New Class in Google Classroom

To create a new class in Google Classroom, sign in into Google Classroom using Google account and select 'Teacher' as your role, as shown in Figure 1.

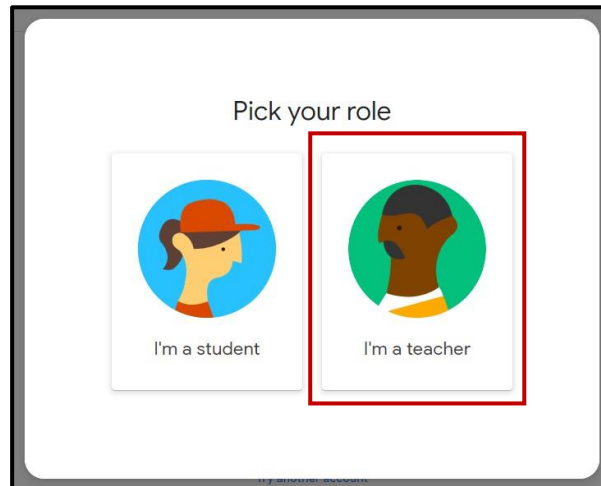



Figure 1

A page will appear on the screen as shown in Figure 2, it is called a dashboard.

Click on the  in the right corner of the page (highlighted in Figure 2).

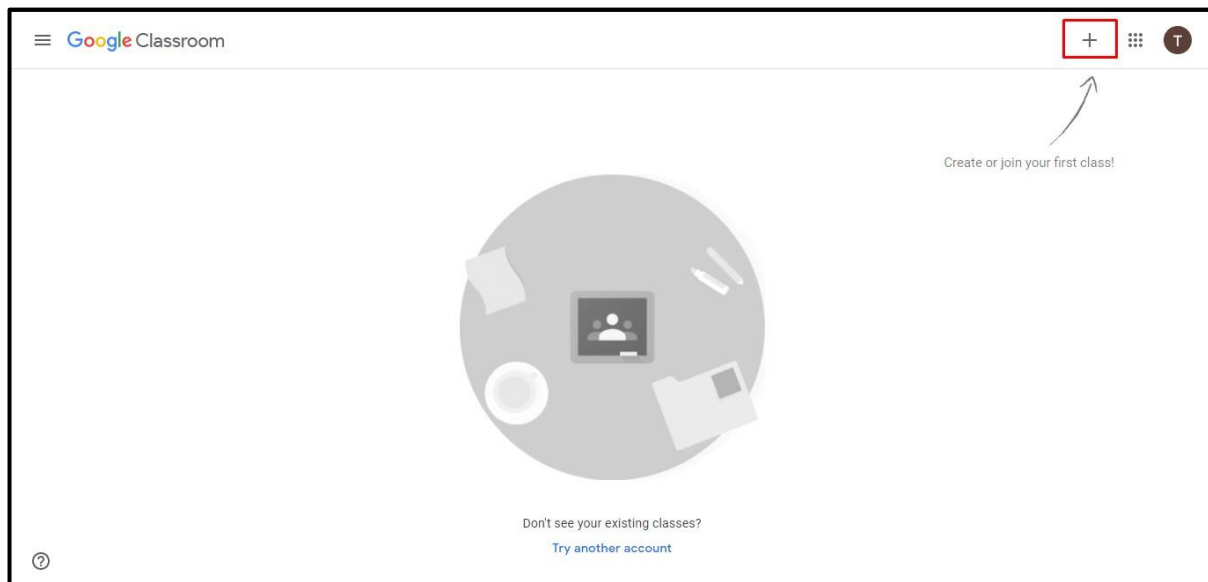


Figure 2

A drop-down menu will appear as shown in Figure 3, click on 'Create Class' (highlighted in Figure 3)

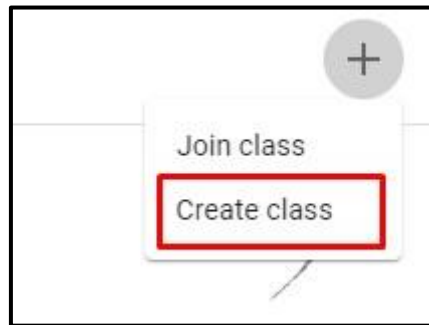


Figure 3

A dialogue box will appear as shown in Figure 4.

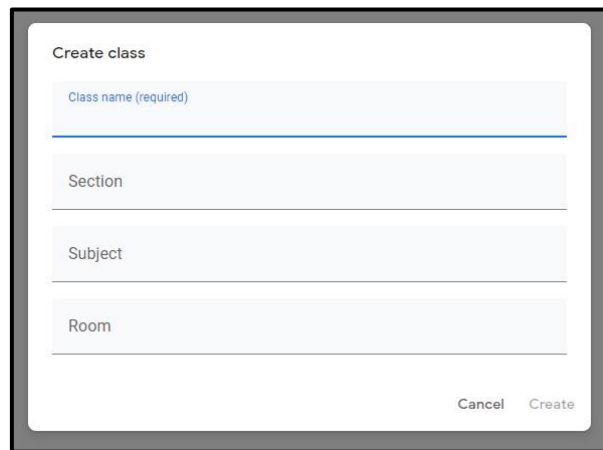


Figure 4

Fill in the details about the class as shown in Figure 5, and click on create (highlighted in Figure 5) to create a class.

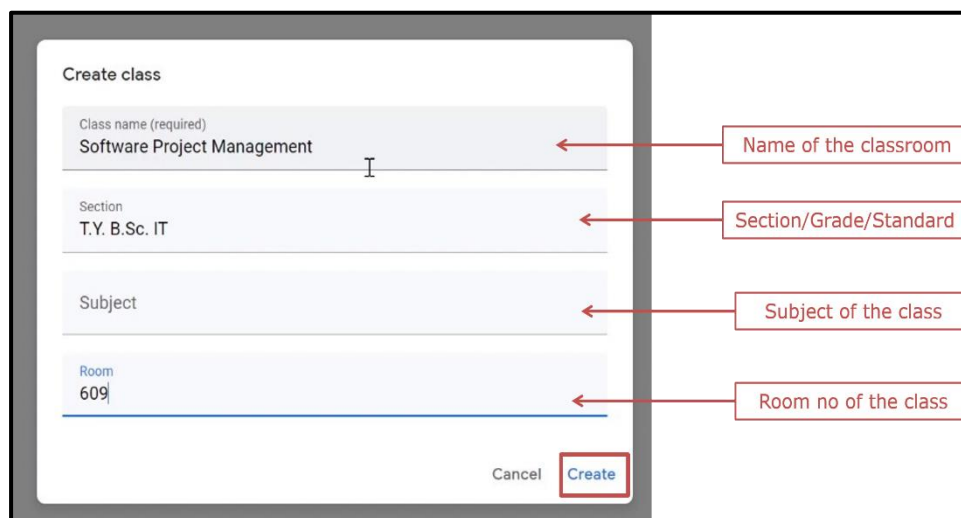


Figure 5

A page will appear as shown in Figure 6.

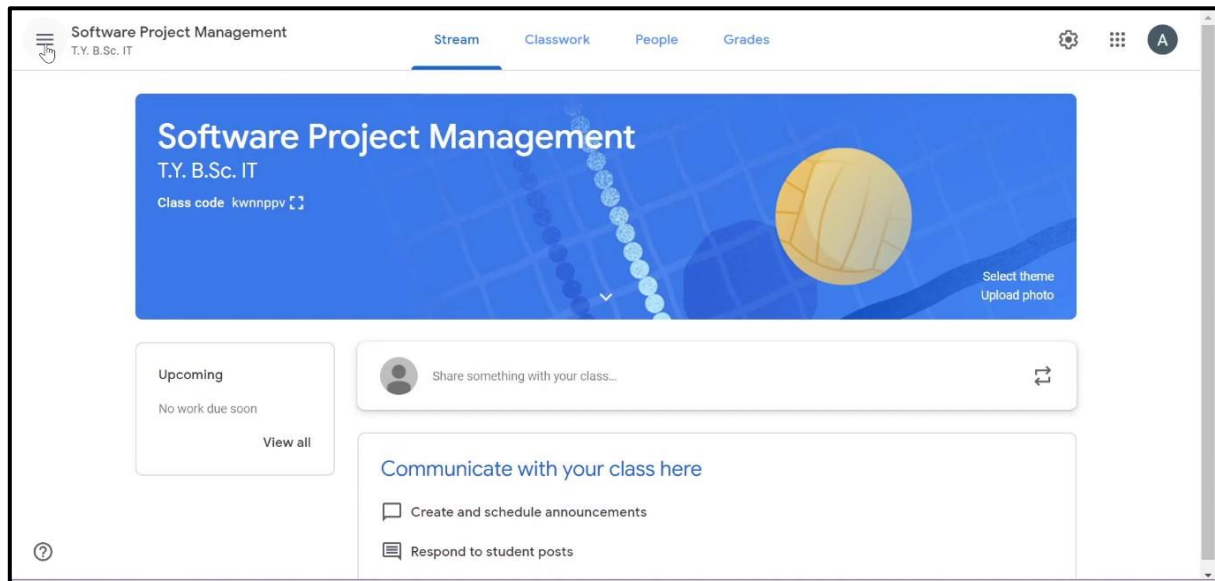


Figure 6