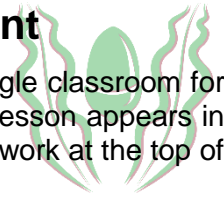
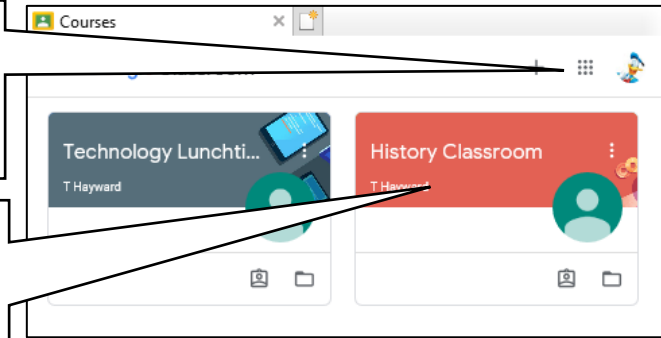


# 102 Google – Locating and opening a current assignment



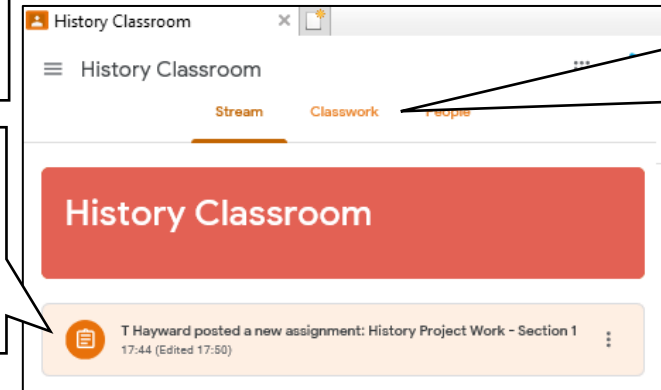
You will be set assignments on a regular basis and you will need to check in the Google classroom for these assignments just like you would go to a lesson at school and as often as your lesson appears in your normal school timetable. Look for the assignment in the Stream or click on Classwork at the top of the frontpage of the classroom to find the latest posting by your teacher.

1. Click **here** and then click on the **Classroom** app.



2. Click on the **tile** for the class you want to go to.

3. This will take you to the Stream (the frontpage of the Classroom). The most current assignment will be at the top of the list. Click **here** to open the Assignment.



7. You can find all past assignments that have been posted to this class via the Classwork tab

4. After clicking on the assignment entry in the Stream you will see the detailed instructions of what you are expected to do. Accessing via a different route may require you to click on View Assignment to show this level of detail.



6. Please note that not all your assignments will have a personalised Google Docs for you to complete for handing in so please read the step-by-step instructions provided to learn what is expected of you.

5. Sometimes an assignment will include extra reading materials, in this example there is a PDF and a link to an online newspaper called The Day as well as step by step written instructions. You should explore all the information provided before starting to prepare your answers.

7. This is a personalised Google Doc answer sheet provided by your teacher. When you are ready to start preparing your answers, click **here** to open the document and enter your answers where required.

8. When you have finished writing in the Google Docs, click **Turn-in** (at the top, right of the page) and then click **Hand-in** button in the pop-up box that appears. Your work will then be submitted to your teacher for marking.