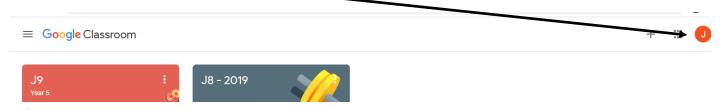
Troubleshooting

Can't see your classroom?

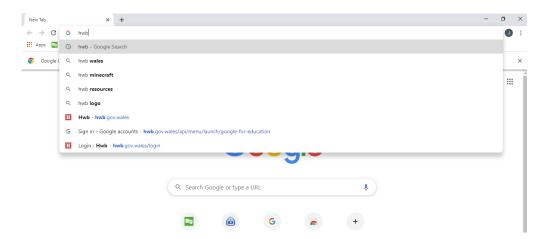
- If a parent has a Gmail account, when you sign into Hwb and then Google for Education, it will not automatically sign you out from the previous account. Please sign out and then place your Hwb username again to login.
- To check it is you logged in, look at the circle in the top right hand corner, hover over it and it will show which user is currently on Google. From here you can sign out and into your own account.



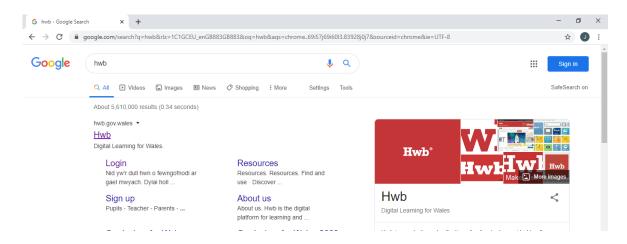
Trouble signing in?

- Usernames and passwords
- Sometimes o for orange and 0 the number get mixed up. Be careful. If one doesn't work, try the other.
- If you try your username/password a few times and it doesn't work the system will lock you out of your account. Try again in about 10 minutes.
- If problems still exist your password might need to be changed. Please let your teacher know.

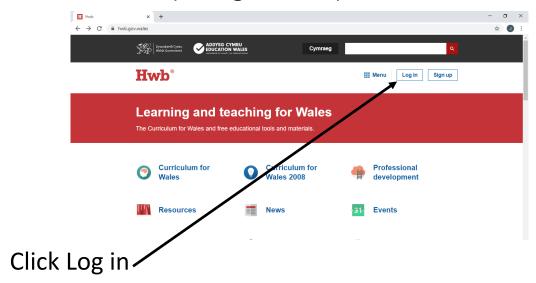
Google Classroom Guide

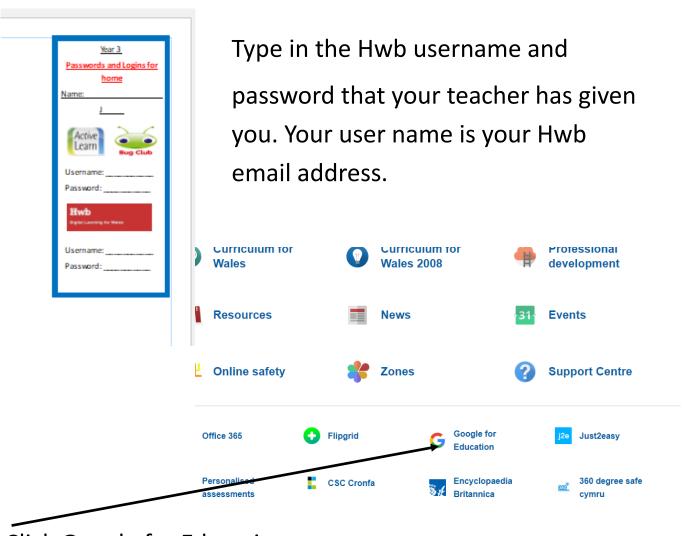


Type Hwb into the search bar

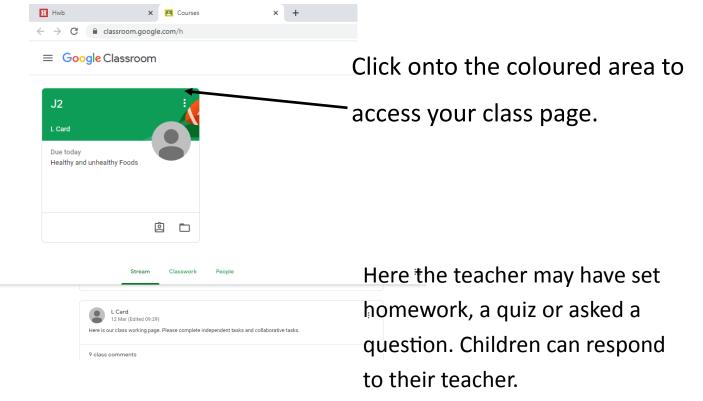


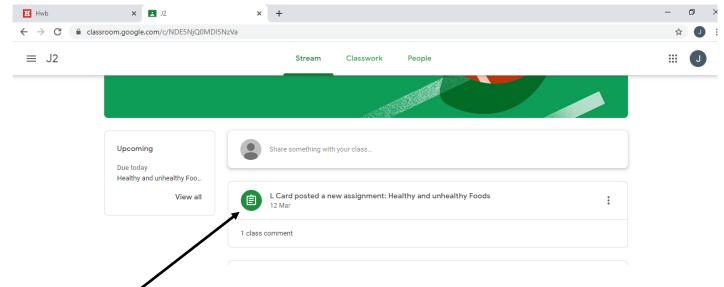
Click the Hwb link (hwb.gov.wales)







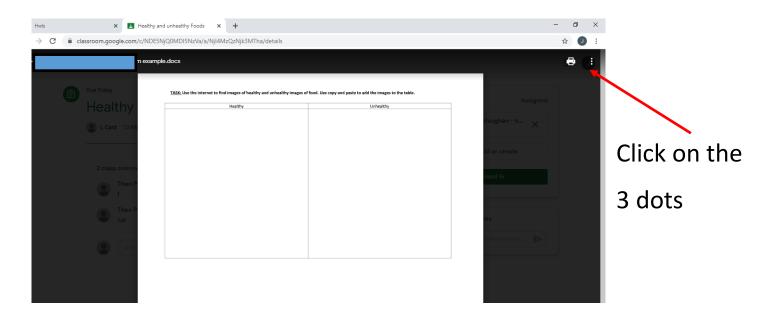


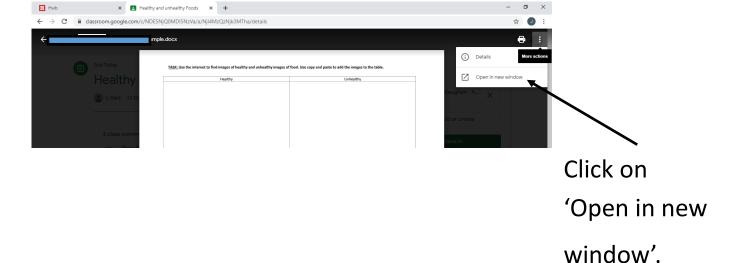


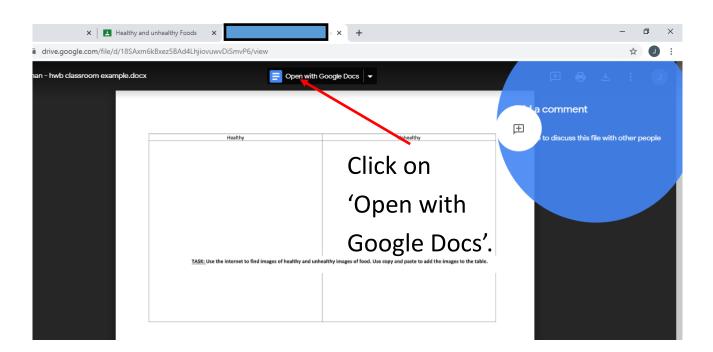
Homework tasks and assignments can be set through Google Classroom for children to complete. Click on the homework.



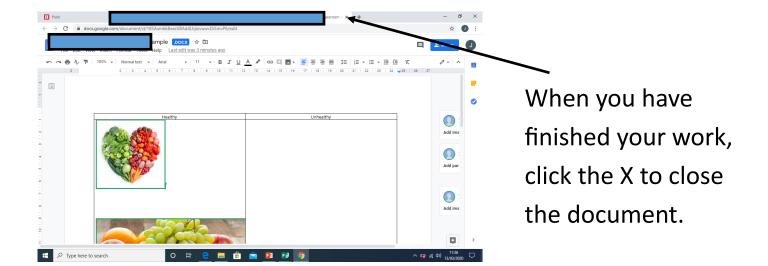
Click on the homework

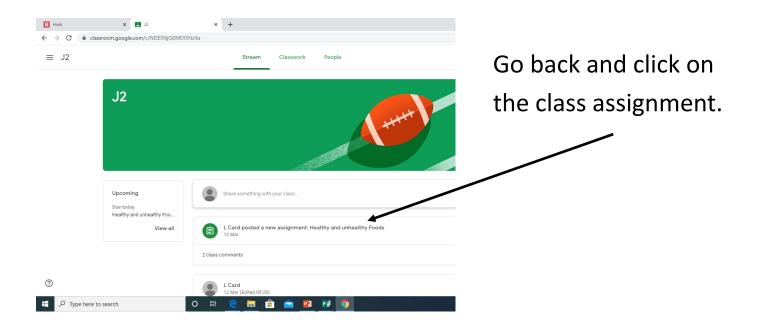


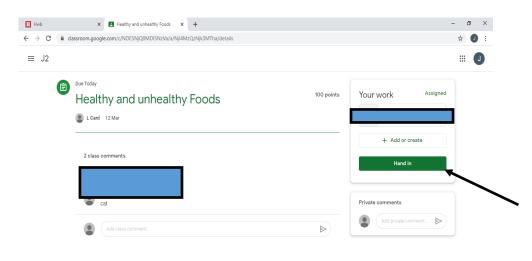




Now the children can work on their piece of work online! Their work saves automatically. There is no need to click 'Save' or to worry if the computer shuts down.

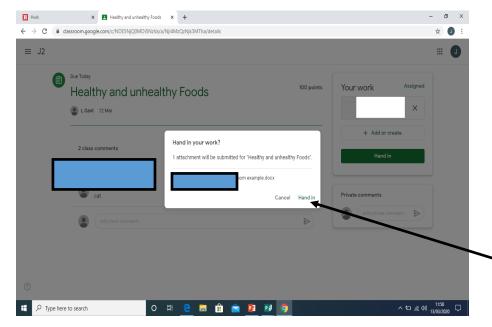






The final step is to click 'Hand in'.





Click 'Hand in'. Now your teacher can see your completed piece of work.

Everything that you do will be automatically saved in your Google Drive. If you don't lass Drive f finish your assignment and need to go back Account Classroom ted 12 Mar at a later date you can edit it from here. sted 3 Feb 31 4 Oct 2019 Sites D Sep 2019 8 Your work will show in your drive. sted 15:02 My Drive 🔻 Priority ▶ 🙆 My Drive ▶ 🕮 Shared drives 2 W LNF Safe.docx (1)

From your Google classroom, you will also have access to

- Docs (Word)
- Sheets (Excel)
- Slides (PowerPoint)

Everything you do will be saved automatically.

lass Drive f

ted 12 Mar

ited 26 Jan

4 Oct 2019

Calendar

Calendar

Meet

Sites

Just remember to name your document, otherwise you will have many documents that are named 'untitled'.

