

How To Complete & Submit an Assignment in Google Classroom

Go to wakeid.wcpss.net

This is the screen that should load.

WAKE COUNTY PUBLIC SCHOOL SYSTEM

Enter your WakeID credentials to Log In

Select User Type

Your WakeID

Continue to Log In

Scan QR Code (K-2 Only)

Students do not need to claim their WakeID account. WCPSS Staff must claim their WakeID account prior to their first login. Need help? Visit <http://mywakeid.wcpss.net>.

Claim My Account

“Select User Type”- Use the drop down menu to select “student”

WAKE COUNTY PUBLIC SCHOOL SYSTEM

Enter your WakeID credentials to Log In

Select User Type

Select User Type

Staff

Student

Continue to Log In

Scan QR Code (K-2 Only)

Students do not need to claim their WakeID account. WCPSS Staff must claim their WakeID account prior to their first login. Need help? Visit <http://mywakeid.wcpss.net>.

Claim My Account

“Your WakeID” type your student’s WakeID.

Click “Continue to Log In”

WAKE COUNTY PUBLIC SCHOOL SYSTEM

Enter your WakeID credentials to Log In

Student

studentname

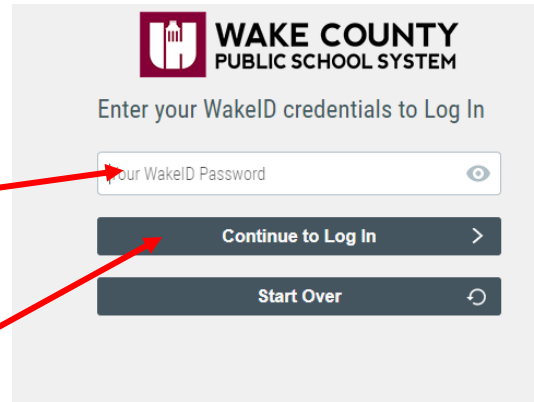
Continue to Log In

Scan QR Code (K-2 Only)

Students do not need to claim their WakeID account. WCPSS Staff must claim their WakeID account prior to their first login. Need help? Visit <http://mywakeid.wcpss.net>.

Claim My Account

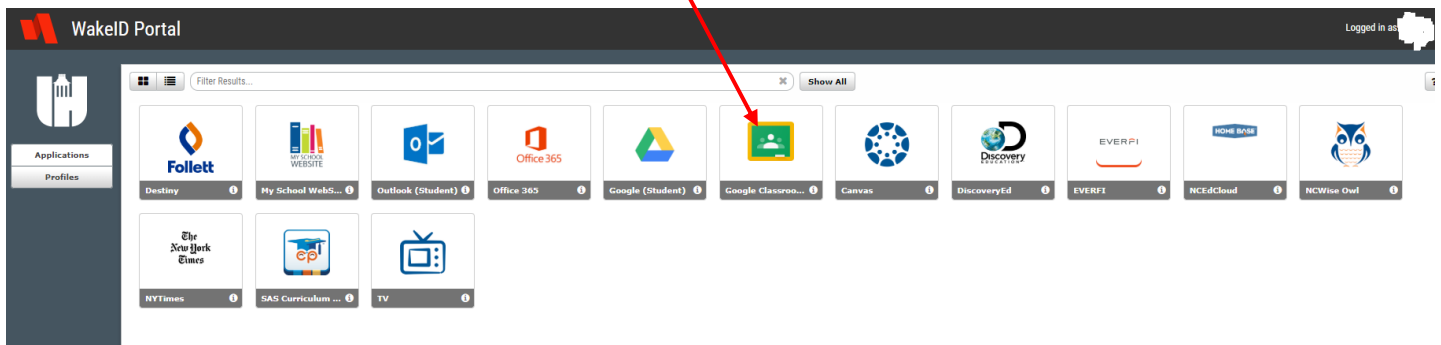
“Your WakeID Password”-
type in password. It is
your student’s lunch
number.



Then click “Continue
to Log In”

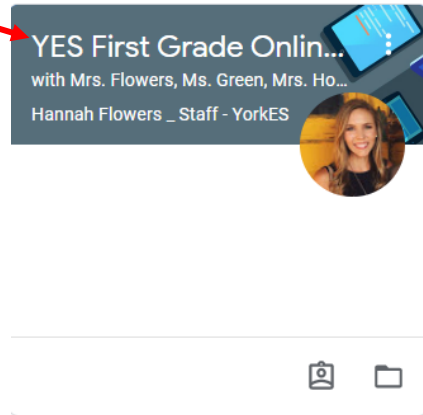
Success Log In should link you to the
screen below.

Click on “Google Classroom”



Click on "YES First Grade Online Learning."

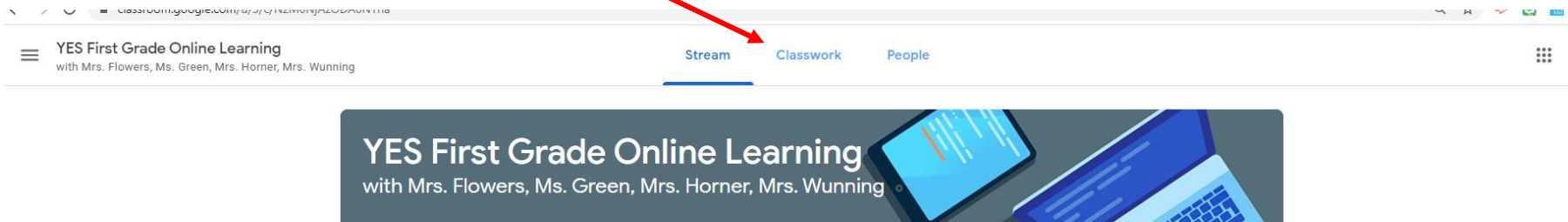
Google Classroom



YES First Grade Onlin...
with Mrs. Flowers, Ms. Green, Mrs. Ho...
Hannah Flowers _ Staff - YorkES

Stream icon | Folder icon

Click on "Classwork"

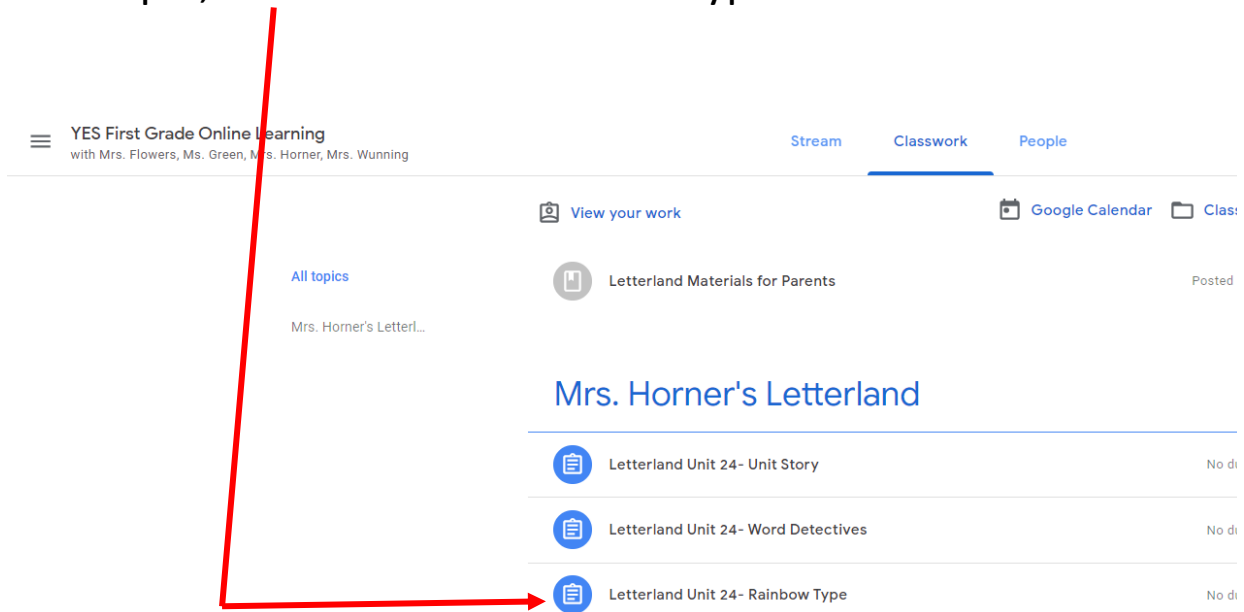


YES First Grade Online Learning
with Mrs. Flowers, Ms. Green, Mrs. Horner, Mrs. Wunning

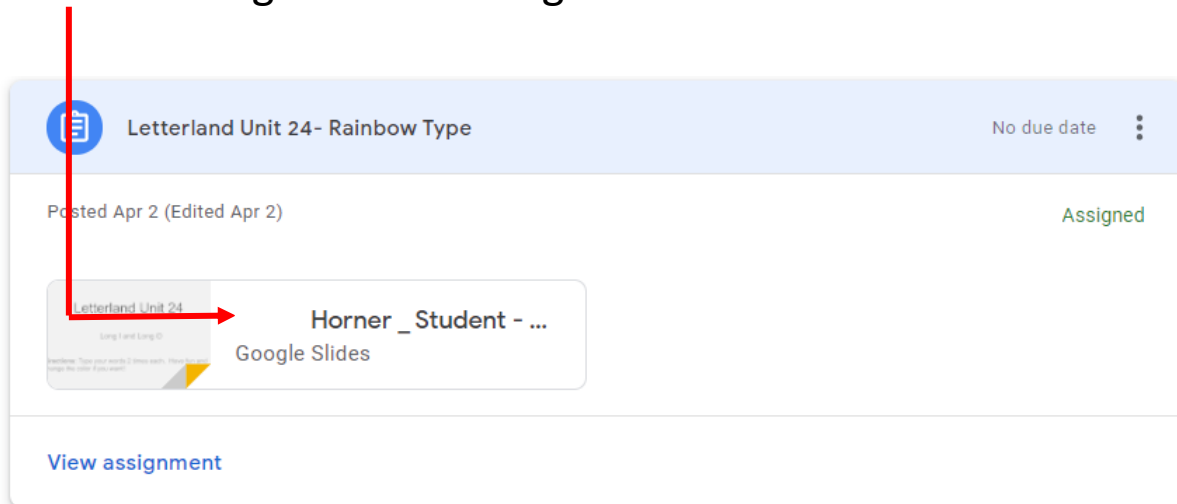
Stream | **Classwork** | People

YES First Grade Online Learning
with Mrs. Flowers, Ms. Green, Mrs. Horner, Mrs. Wunning

Click on the assignment you would like to complete. As an example, I will click on “Rainbow Type.”



Click on your name when the link appears. This link will take you to the assignment in Google Slides.



The first slide tells you what the assignment is and the directions. You do not need to complete anything on this slide.

Letterland Unit 24

Long I and Long O

Directions: Type your words 2 times each. Have fun and change the color if you want!

On the second and third slides, type your Letterland Unit 24 words 2 times each. An example has been done for you on the second slide. Slides 2 and 3 are shown below.

gold	gold	gold
kind		
old		
child		
most		
climb		
find		
hold		

mild		
both		
roll		
told		
wild		
mind		
rolling		

Complete the activity on the slides. For Rainbow type you can change the color of the words if you wish or you can type in black. To get to the next box press the “Tab” button on the keyboard.

gold	gold	gold
kind	kind	kind
old	old	old
child	child	child
most	most	most
climb	climb	climb
find	find	find
hold	hold	hold

mild	mild	mild
both	both	both
roll	roll	roll
told	told	told
wild	wild	wild
mind	mind	mind
rolling	rolling	rolling

Google automatically saves changes. There is no need to press a save button.

When you are finished (either with the assignment or because you need to take a break), push the “x” in the assignment tab. ****Remember Google auto-saves all changes. Your work will not disappear.**** Do not press the “Present” or “Share” buttons

The screenshot shows a Google Slides presentation in a browser window. The browser tab is titled "_ Student - Green". The URL is "docs.google.com/presentation/d/1Vc74pb8h5hq1usRfX7XxL266FBqMsERvv7Gcv3h6emA/edit#slide=id.p". The presentation title is "[Template] Letterland Unit 24- Rainbow Write". The slide content is as follows:

Letterland Unit 24

Long I and Long O

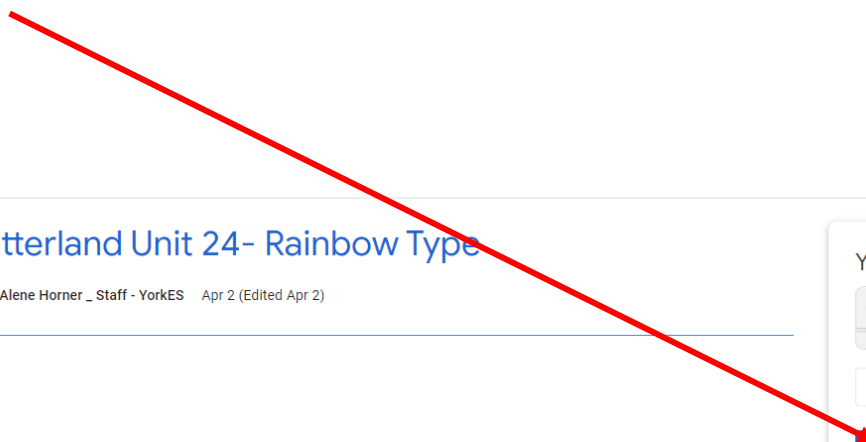
Directions: Type your words 2 times each. Have fun and change the color if you want!

The 'Present' and 'Share' buttons in the top right corner are crossed out with a large black X. A red arrow points to the 'x' icon in the browser's tab bar.


After you close your assignment, you should be lead back to the assignment list screen. The assignment you were just working on should be expanded. Click on “View Assignment.”

The screenshot shows a Google Classroom interface. At the top left, it says 'YES First Grade Online Learning' with a list of teachers: 'with Mrs. Flowers, Ms. Green, Mrs. Horner, Mrs. Wunning'. There are three tabs: 'Stream', 'Classwork', and 'People', with 'Classwork' selected. Below the tabs, there are links for 'View your work', 'Google Calendar', and 'Class Drive folder'. A section titled 'Mrs. Horner's Letterland' is expanded, showing a list of assignments: 'Letterland Unit 24- Unit Story', 'Letterland Unit 24- Word Detectives', and 'Letterland Unit 24- Rainbow Type'. The 'Rainbow Type' assignment is selected and expanded, showing it was posted on Apr 2, edited on Apr 2, and assigned to 'Julien Horner _ Student - ...'. A 'View assignment' link is visible at the bottom of the expanded assignment card. A red arrow points from the text above to this 'View assignment' link.



Click on "Turn In"



 Letterland Unit 24- Rainbow Type

 Alene Horner _ Staff - YorkES Apr 2 (Edited Apr 2)



Your work Assigned

 Letterland Unit 24
Google Slides _ St... 

[+ Add or create](#)

[Turn in](#)

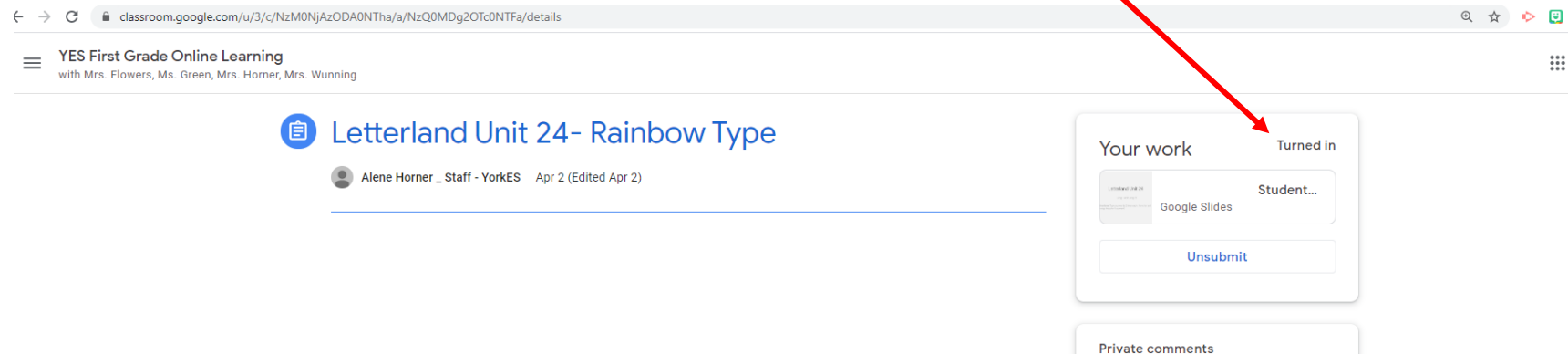
Private comments

 Add private comment... 

You will be prompted a second time to click “Turn In.” If you clicked “Turn In” accidentally click the “Cancel” button. If not click “Turn In.”

The screenshot shows a user interface for 'YES First Grade Online Learning' with a header listing teachers: Mrs. Flowers, Ms. Green, Mrs. Horner, Mrs. Wunning. The main content area is titled 'Letterland Unit 24- Rainbow Type' and is assigned to 'Alene Horner _ Staff - YorkES' on 'Apr 2 (Edited Apr 2)'. On the right, there is a 'Your work' section with an 'Assigned' status, a list of work items, an 'Add or create' button, and a 'Turn in' button. A modal dialog box is open in the center, titled 'Turn in your work?'. It contains the text '1 attachment will be submitted for "Letterland Unit 24- Rainbow Type".' Below this, there is a list of attachments, including one with a yellow icon and the name '[Template] Letterland Unit 24- Rainbow Write'. At the bottom of the dialog, there are two buttons: 'Cancel' and 'Turn in'. A red arrow points from the text above to the 'Turn in' button in the dialog.

You have successfully “Turned In” your work, when this screen appears. At the top right hand corner, the words “Turned In” appear.



The screenshot shows a Google Classroom interface. At the top, the browser address bar displays the URL: classroom.google.com/u/3/c/NzM0NjAzODAwNTNa/a/NzQ0MDg2OTc0NTFa/details. Below the address bar, the page title is "YES First Grade Online Learning" with a subtitle "with Mrs. Flowers, Ms. Green, Mrs. Horner, Mrs. Wunning". The main content area features a blue header for the assignment "Letterland Unit 24- Rainbow Type" by "Alene Horner _ Staff - YorkES" on "Apr 2 (Edited Apr 2)". On the right side, a "Your work" panel shows a "Google Slides" submission. The status "Turned in" is displayed in the top right corner of this panel, with a red arrow pointing to it. Below the submission, there is an "Unsubmit" button and a "Private comments" section.