

Islamic Shia Ithna-Asheri
Jamaat of Toronto
FAITH PEACE UNITY

AL-HAADI STUDY CENTRE

Google Classroom

THE BEGINNER'S GUIDE

What is Google Classroom?

a way to get all of
your students in one place and
allows you to easily assign work
and for students to turn it in.

Why is it Useful?



HELPS TEACHERS CREATE
AND COLLECT
ASSIGNMENTS
PAPERLESSLY



INCLUDES TIME-SAVING
FEATURES (I.E. MAKE A
COPY OF A GOOGLE
DOCUMENT FOR EACH
STUDENT).



CREATES DRIVE FOLDERS
FOR EACH ASSIGNMENT &
STUDENT



STUDENTS CAN KEEP
TRACK OF WHAT'S DUE ON
THE ASSIGNMENTS PAGE
AND BEGIN WORKING
WITH JUST A CLICK.



TEACHERS CAN QUICKLY
SEE WHO HAS OR HASN'T
COMPLETED THE WORK,
AND PROVIDE DIRECT,
REAL-TIME FEEDBACK AND
MARKS FROM WITHIN
CLASSROOM.

Today on Our Agenda:



- ▶ How to access Google Classroom
- ▶ How to add yourself to a class
- ▶ The Google Classroom Homepage
- ▶ How to complete or submit an online assessment
- ▶ How to get in touch with a teacher

How do I access it?

- ▶ Goto <https://classroom.google.com/>
- ▶ Click on **GO TO CLASSROOM**





How to add yourself to a class

- ▶ You will receive an email inviting you to a class

(Check your SPAM and JUNK folders)

- ▶ Click on the JOIN button
- ▶ It will automatically take you to the Google log in page

Gmail Search mail

Class invitation: "Al Haadi q4b Grade 4 Quran Girls" > Inbox x

Al Haadi Principal (Classroom) <no-reply+283fff95@classroom.google.com> to me Mon, Mar 30, 10:30 AM (4 days ago)

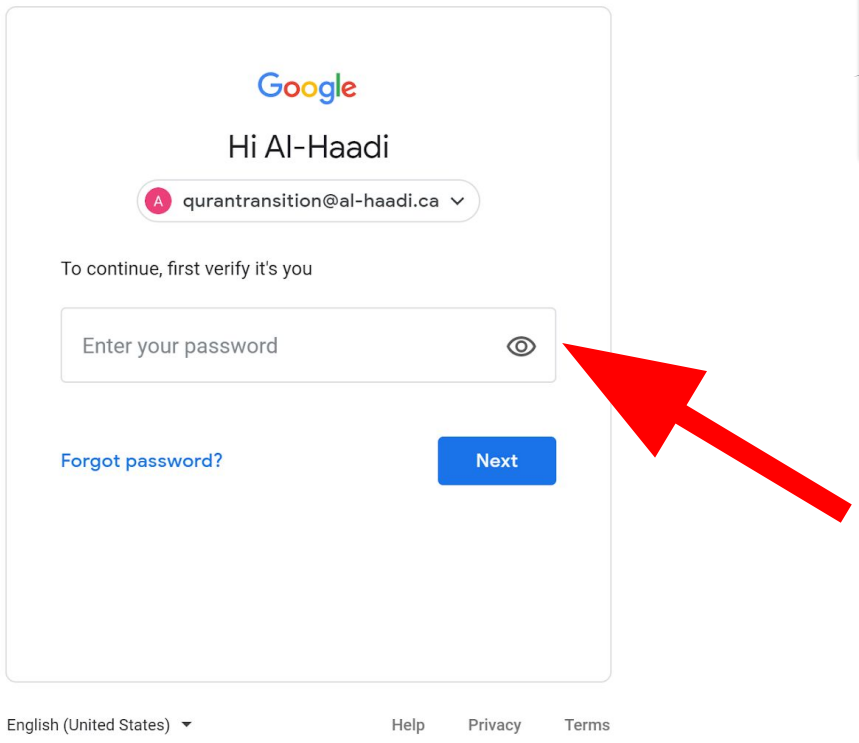
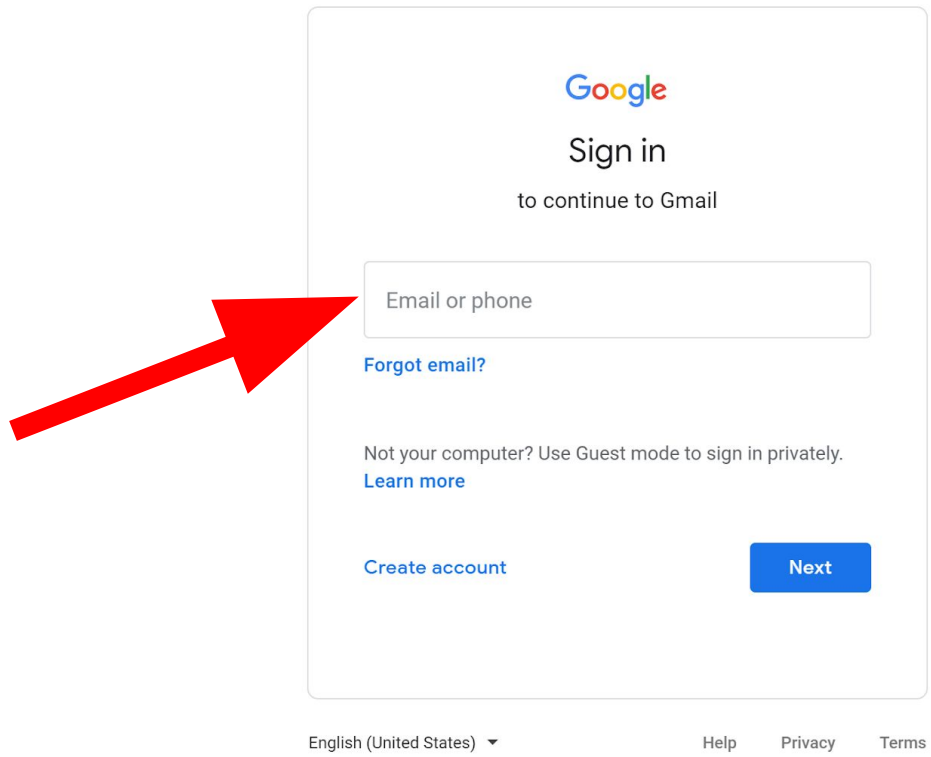
Google Classroom

Hello,

Al Haadi Principal (principal@al-haadi.ca) invited you to the class [Al Haadi q4b Grade 4 Quran Girls](#).

Al Haadi Principal
Al Haadi q4b Grade 4 Quran Girls
JOIN

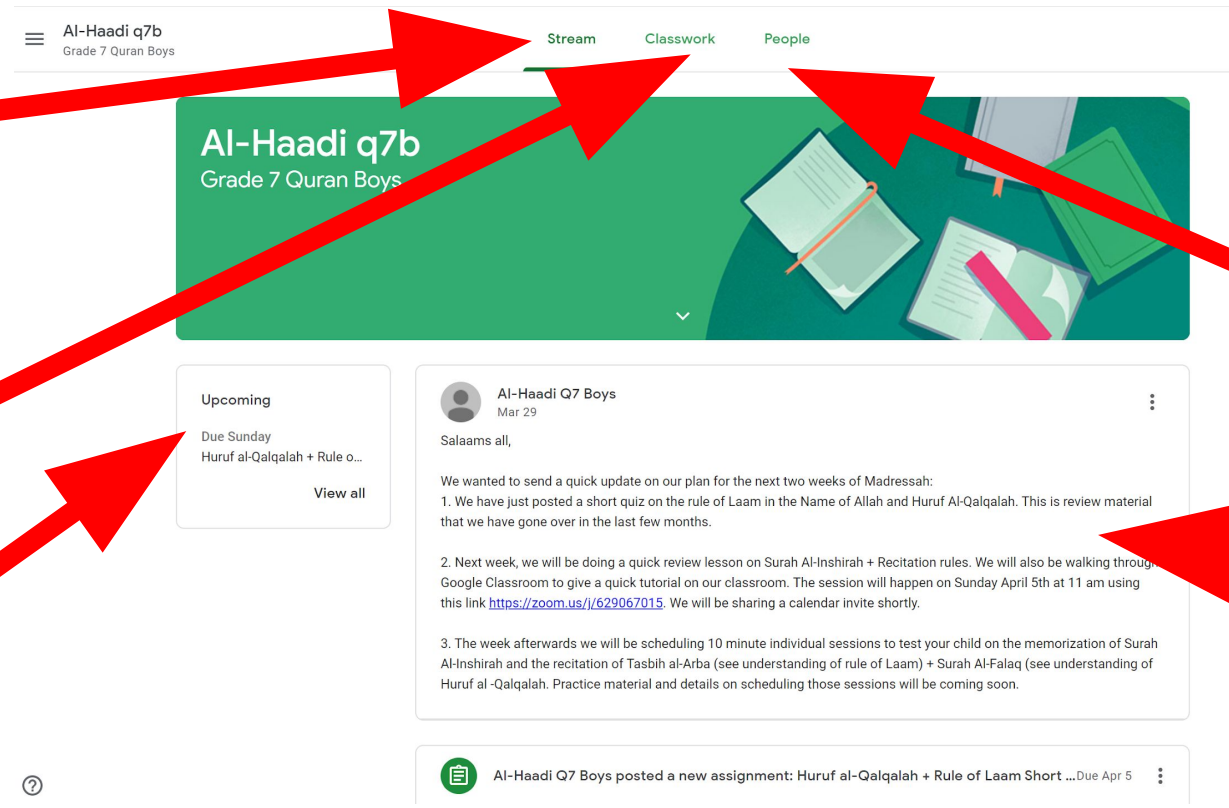
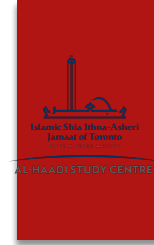
If you accept, your contact information will be shared with the class members and applications they authorize to use Classroom. [Learn more](#)



Put in a valid Gmail address and password to enter.

Google Classroom allows only Gmail addresses.
(A Gmail account can be created for free at

<https://accounts.google.com/signup/v2/webcreateaccount?flowName=GlifWebSignIn&flowEntry=SignUp.>)



Main page where announcements are posted by teachers

Where you will find assignments and assessments

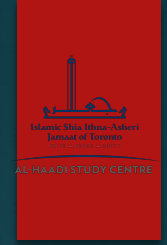
An overview of all the upcoming due assignments

Where you can see your students and co-teachers

Teacher announcements

This is your classroom 'Homepage'. It has 3 tabs.

How to complete or submit an online assessment



These are the topics your teacher wants you to look at

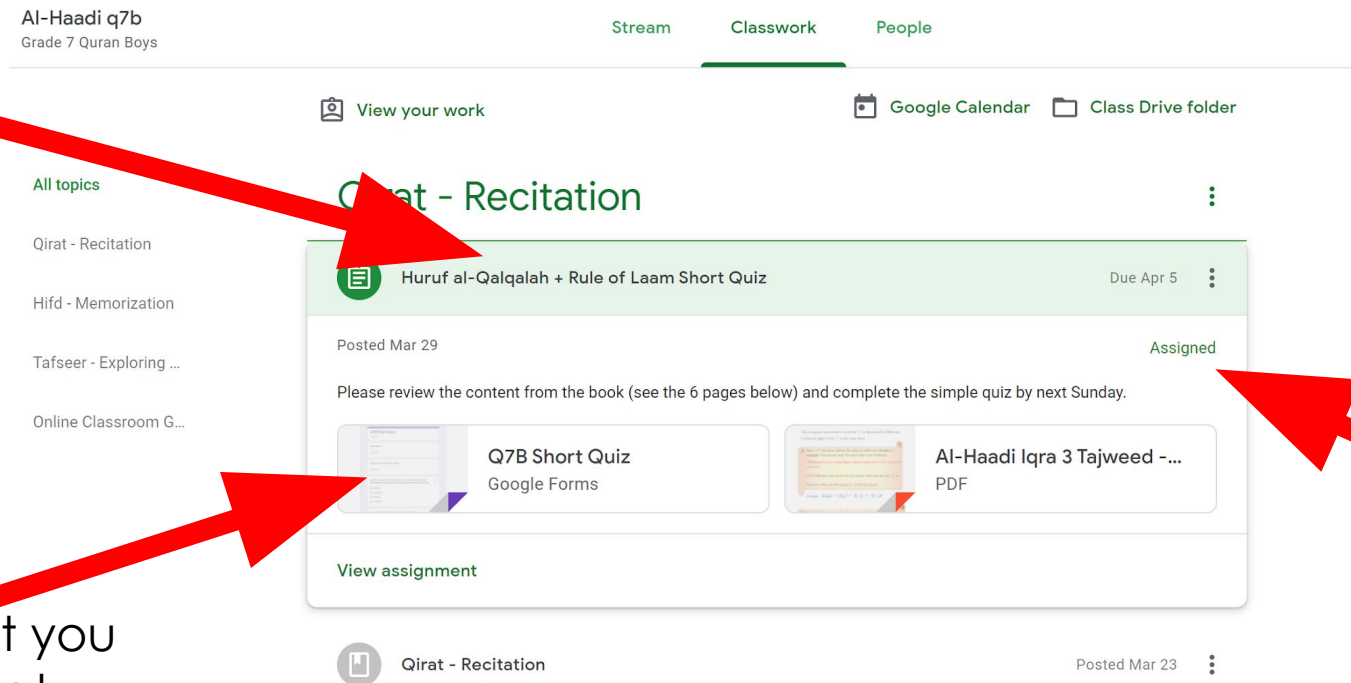
The screenshot shows the Google Classroom interface for a class named 'Al-Haadi q7b Grade 7 Quran Boys'. The 'Classwork' tab is selected. On the left, there is a sidebar with 'All topics' and a list of topics: 'Qirat - Recitation', 'Hifd - Memorization', 'Tafseer - Exploring ...', and 'Online Classroom G...'. The main content area shows a list of assignments and topics. The first topic is 'Qirat - Recitation', which includes an assignment 'Huruf al-Qalqalah + Rule of Laam Short Quiz' due on 'Apr 5'. Below this is another 'Qirat - Recitation' assignment posted on 'Mar 23'. The next topic is 'Hifd - Memorization', which includes an assignment 'Surah Al-Inshirah Practice: Listen and Recit...' due on 'Mar 29, 11:59 PM' and another 'Hifd - Memorization' assignment edited on 'Mar 23'. The final topic is 'Tafseer - Exploring Quran', which includes an assignment 'Surah Al-Inshirah - Arabic/English Practice' due on 'Mar 29, 11:59 PM' and another 'Tafseer - Exploring Quran' assignment posted on 'Mar 23'. Red arrows point from external text to the 'All topics' section, the 'Qirat - Recitation' topic, and the 'Due Mar 29, 11:59 PM' date of an assignment.

This is where you will find assignments and assessments

This is where the assignment/assessment due dates are

How to complete or submit an online assessment

Click on the assignment or assessment you want to check



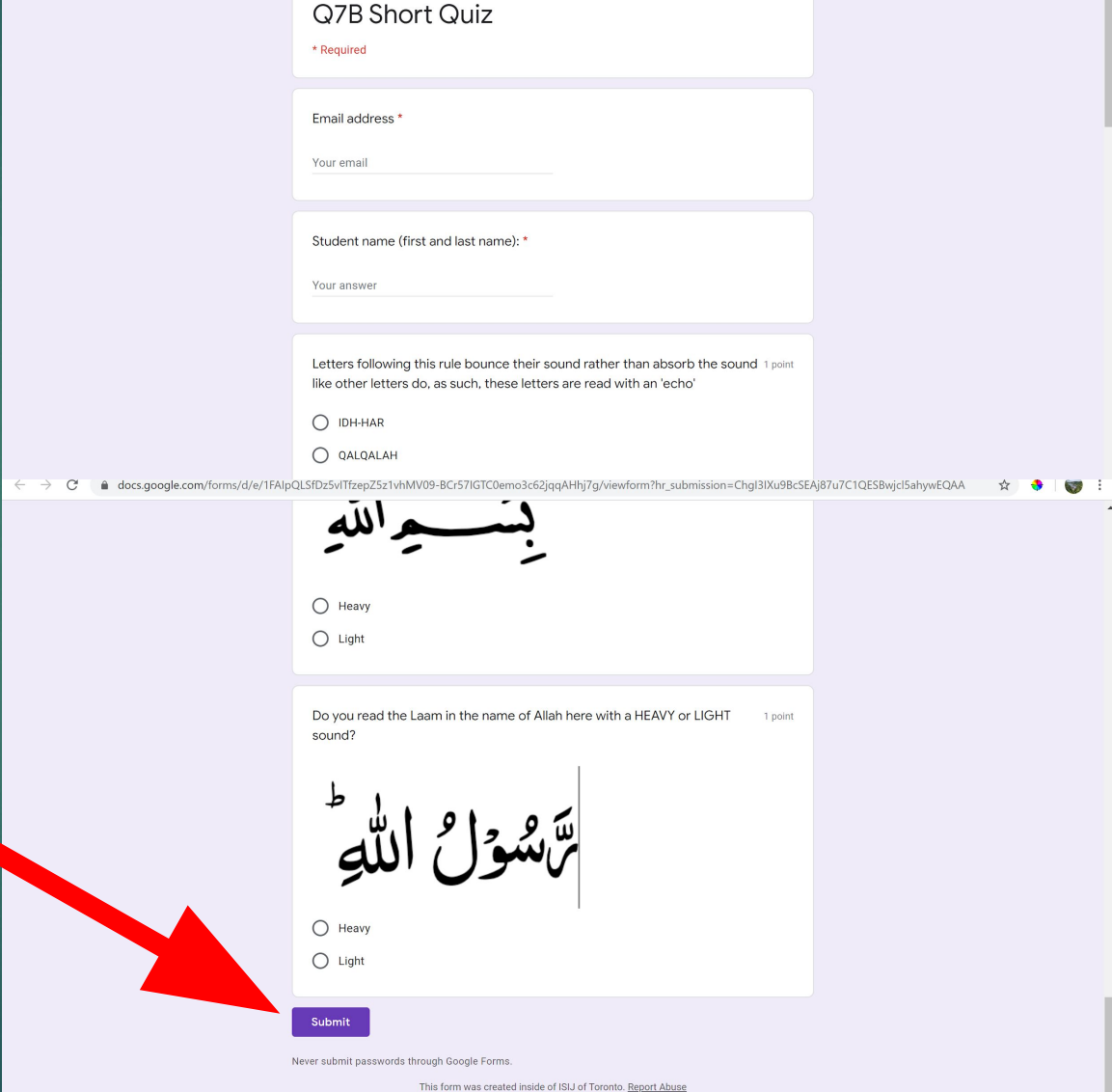
The screenshot shows a Google Classroom interface for a class named 'Al-Haadi q7b' (Grade 7 Quran Boys). The 'Classwork' tab is selected. A specific assignment titled 'Qirat - Recitation' is highlighted with a red arrow. The assignment details include: 'Huruf al-Qalqalah + Rule of Laam Short Quiz' (Due Apr 5), posted on Mar 29, and marked as 'Assigned'. The assignment description asks students to review content from a book and complete a simple quiz by next Sunday. Two attachments are shown: 'Q7B Short Quiz Google Forms' and 'Al-Haadi Iqra 3 Tajweed -... PDF'. A 'View assignment' link is visible at the bottom of the assignment card.

Click on what you want to look at

If you have not completed a task, this will read 'ASSIGNED'. Once the task is completed the task will read 'SUBMITTED'

How to complete or submit an online assessment


- ▶ The teacher may assign work using a Google form like this one.
- ▶ Once you have completed it, click on the SUBMIT button at the bottom.



The screenshot shows a Google Form titled "Q7B Short Quiz" with a red asterisk indicating it is required. The form contains several questions:

- Email address ***: A text input field with the placeholder "Your email".
- Student name (first and last name): ***: A text input field with the placeholder "Your answer".
- Letters following this rule bounce their sound rather than absorb the sound 1 point like other letters do, as such, these letters are read with an 'echo'**: A multiple-choice question with two options: IDH-HAR and QALQALAH.
- بِسْمِ اللَّهِ**: A question with two options: Heavy and Light.
- Do you read the Laam in the name of Allah here with a HEAVY or LIGHT sound?**: A question with two options: Heavy and Light.

The form concludes with a blue "Submit" button. At the bottom, there is a footer that reads "Never submit passwords through Google Forms." and "This form was created inside of ISUJ of Toronto. [Report Abuse](#)".



How to complete or submit an online assessment

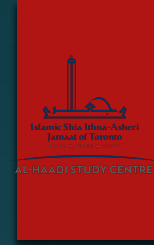
- ▶ Once the assessment is complete, go back to Google Classroom and click on 'VIEW ASSIGNMENT'

The screenshot shows the Google Classroom interface for 'Al-Haadi q7b' (Grade 7 Quran Boys). The 'Classwork' tab is active, displaying a list of assignments. The first assignment is 'Qirat - Recitation', posted on Mar 29, with a due date of Apr 5. It is marked as 'Assigned'. Below the assignment title, there is a description: 'Please review the content from the book (see the 6 pages below) and complete the simple quiz by next Sunday.' Two attachments are visible: 'Q7B Short Quiz' (Google Forms) and 'Al-Haadi Iqra 3 Tajweed - Rul...' (PDF). A red arrow points to the 'View assignment' button located below the attachments.

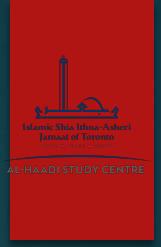
The screenshot shows the 'View assignment' page for 'Huruf al-Qalqalah + Rule of Laam Short Quiz' (100 points), due tomorrow. The assignment was posted by 'Al-Haadi Q7 Boys' on Mar 29. The description reads: 'Please review the content from the book (see the 6 pages below) and complete the simple quiz by next Sunday.' Two attachments are shown: 'Q7B Short Quiz' (Google Forms) and 'Al-Haadi Iqra 3 Tajweed - Rul...' (PDF). Below the attachments, there is a 'Class comments' section. On the right side, there is a 'Your work' section with a '+ Add or create' button and a green 'Mark as done' button. Below that is a 'Private comments' section with an 'Add private comment...' input field and a send button. A red arrow points to the 'Mark as done' button, and another red arrow points to the 'Private comments' section.

- ▶ Click on MARK AS DONE.

- ▶ The teacher's comments will appear here after they have checked it.



How to get in touch with a teacher



- ▶ All commenting features have been disabled in Google Classroom, to ensure that important messages don't get lost.
- ▶ To get in touch with the teacher, email them at their Al-Haadi email addresses.