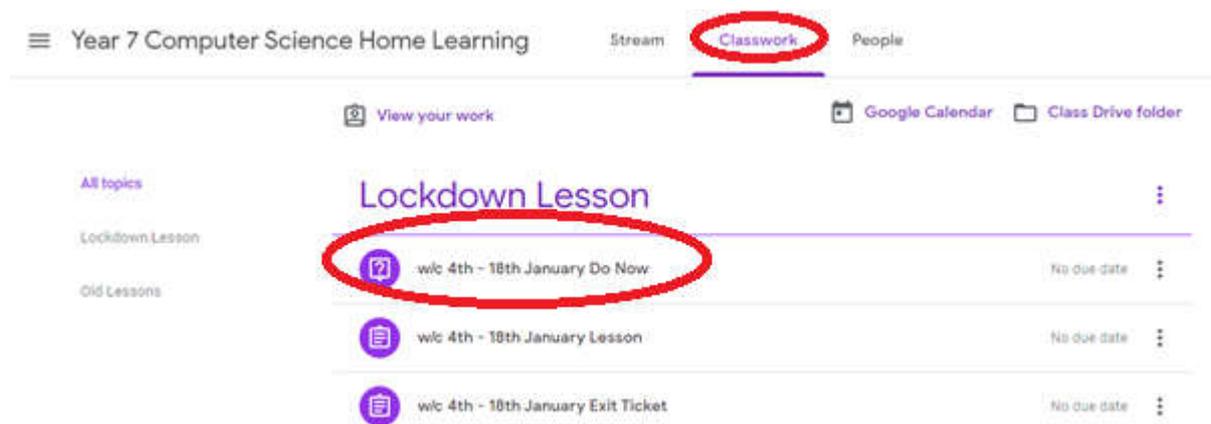


How students can find, complete and submit work using Google Classroom.

Staff at Isca rely on several different methods to monitor learning and engagement with work completed outside the school building. Students should try to ensure they follow the steps below to ensure they gain attendance marks and that teachers are able to view the work they complete. Staff monitor engagement on a daily basis to ensure students continue learning.

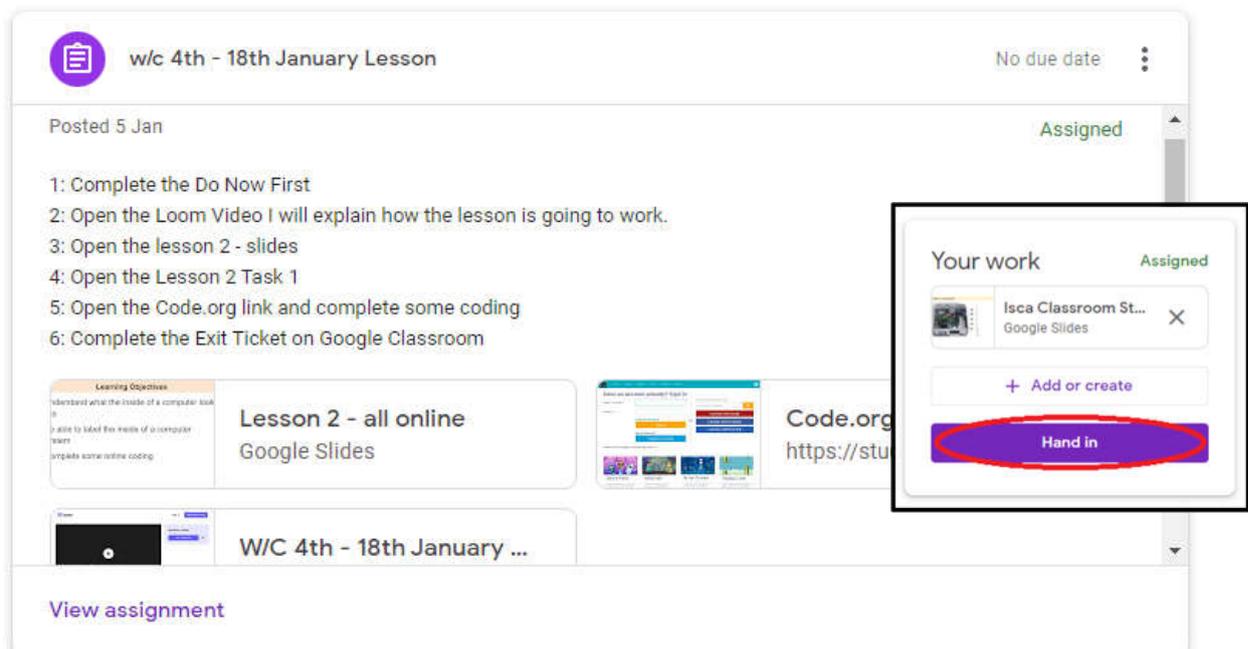
1) Complete the “Do now” starter activity.

These are posted by staff in the “Classwork” section and are routinely completed at the beginning of lessons.



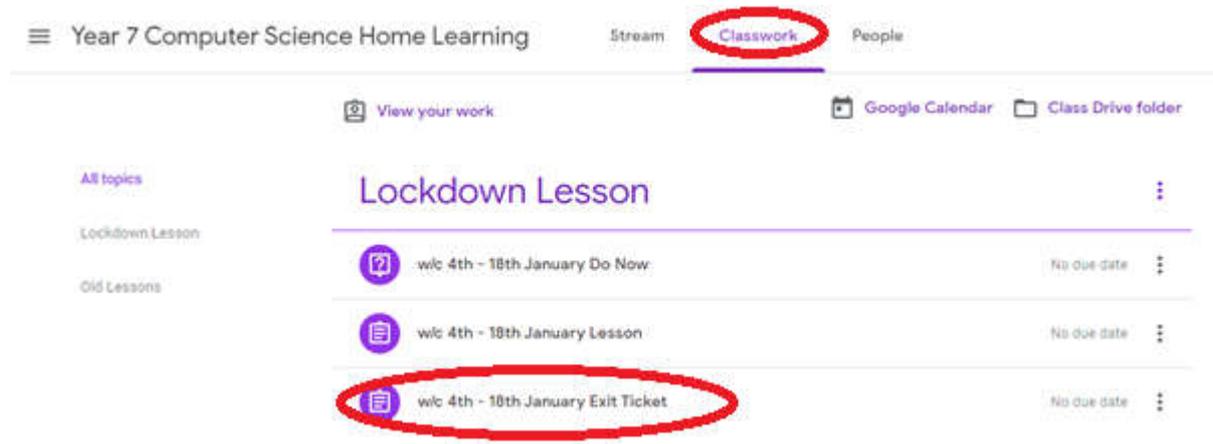
2) Undertake (and ideally complete) the lesson itself.

Tasks and resources required for the lesson will be posted by staff also in the “Classwork” section. After selecting “View assignment”, the option to “hand in” will be visible in the top right. ‘Handing in’ work submits it to the teacher and so they can provide feedback, and record engagement.



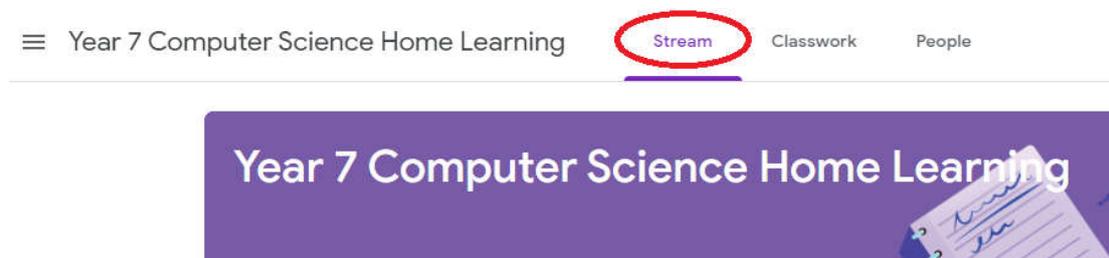
3) Complete the "Exit ticket".

This is a quick task set for the end of the lesson to help students demonstrate their knowledge and show they've attempted the lesson successfully. Many subjects will set 'exit tickets' within Google Classroom, however some may use other websites and platforms. For example, the Maths department set their 'exit tickets' using Mathswatch. Staff will check students have completed the 'exit ticket' through whichever platform they use.



4) Attend and actively participate in live lessons, through Google Meet.

Where live lessons are held, students are asked to attend and actively participate. Links to live lessons can either be found within the lesson details in the "Classwork" tab, or in the course "Stream". The Stream shows a list of recent activity within the class, in chronological order.



Some students are tending only to look at the To-Do list. This will not show all of the work and resources they need. We encourage all students to select each Classroom then check the Classwork and Stream tabs to find work and links to live lessons.

