

Moving forward for next week, we are trying to use Google Classroom for you to be able to find and complete assignments with a little more ease. Your assistance is greatly appreciated; it should only take a few minutes to get you up and running.

**Here are the steps needed to join Google Classroom:**

1. Go to [www.google.com](http://www.google.com) and click on "gmail", located in the top right corner.
2. Log into your student's school e-mail address using the information provided in a previous e-mail to YOUR e-mail address.
3. Once you are in the student e-mail account, there should be a waffle looking icon on the top right corner (it looks like three rows of three dots). Click on that.
4. Once in there, there should be a Classroom icon visible (it looks like a green chalkboard outlined in yellow, with generic silhouettes of people on it). Click on that.
5. Mrs. Hamman's class should show up. Click "join".
  - a. If it asks you for a code to put in in order to join the class, the code is zybky64.
  - b. If you do NOT see my class, please e-mail me at [kehamman@jacksonsd.org](mailto:kehamman@jacksonsd.org) and I can resend the invitation.

Once you have joined, you and your student, through that e-mail account and waffle, will have access to posted assignments and be able to work within the classroom, print (if possible) and submit work, as needed. I also posted a video which will assist with uploading work from your smartphone. I will be monitoring it on the other end, along with Mr. Caruso (Phys. Ed.), Mrs. Allaire (Speech), Mrs. Dougherty (OT), Ms. North (Sign Language).

**E-mail/password reminders:**

**\*The first letter of the password must be capitalized.**

**\*The e-mail address is NOT Gmail, although you access it through Google, so be sure to always type in the jacksonsd.org ending.**

**Please** do this by the end of the weekend at the very latest, so we can plan accordingly for the days ahead. We will start relying on this on Monday, March 30th as of 8am. Once you access the classroom, it will notify us.

As assignments are posted, each student's e-mail address will get notifications, alerting you of posted assignments and due dates. Please check daily.

If you are having a hard time with any of this or have any questions (about this, the folder work, or just in general), please let me know as soon as possible, so that I can help you, to best help your student during this time!

