

# Introduction to Google Classroom



Piloo Mody College of Architecture

# “NEW NORMAL”

## ONLINE CLASS: Google Classroom

Install the Google Classroom APP



- Google Classroom will be the **Academic Interface** for this semester.
- Classes will be conducted over Google Meet.
- Lecture notes, assignments, etc. will be shared through Google Drive attached to Google classroom.
- Attendance, submissions, quizzes, tests all in Google Classroom.

# CONTENT OF THE PRESENTATION

- Joining a classroom Using Web Browser



- Joining a classroom Using Google classroom app

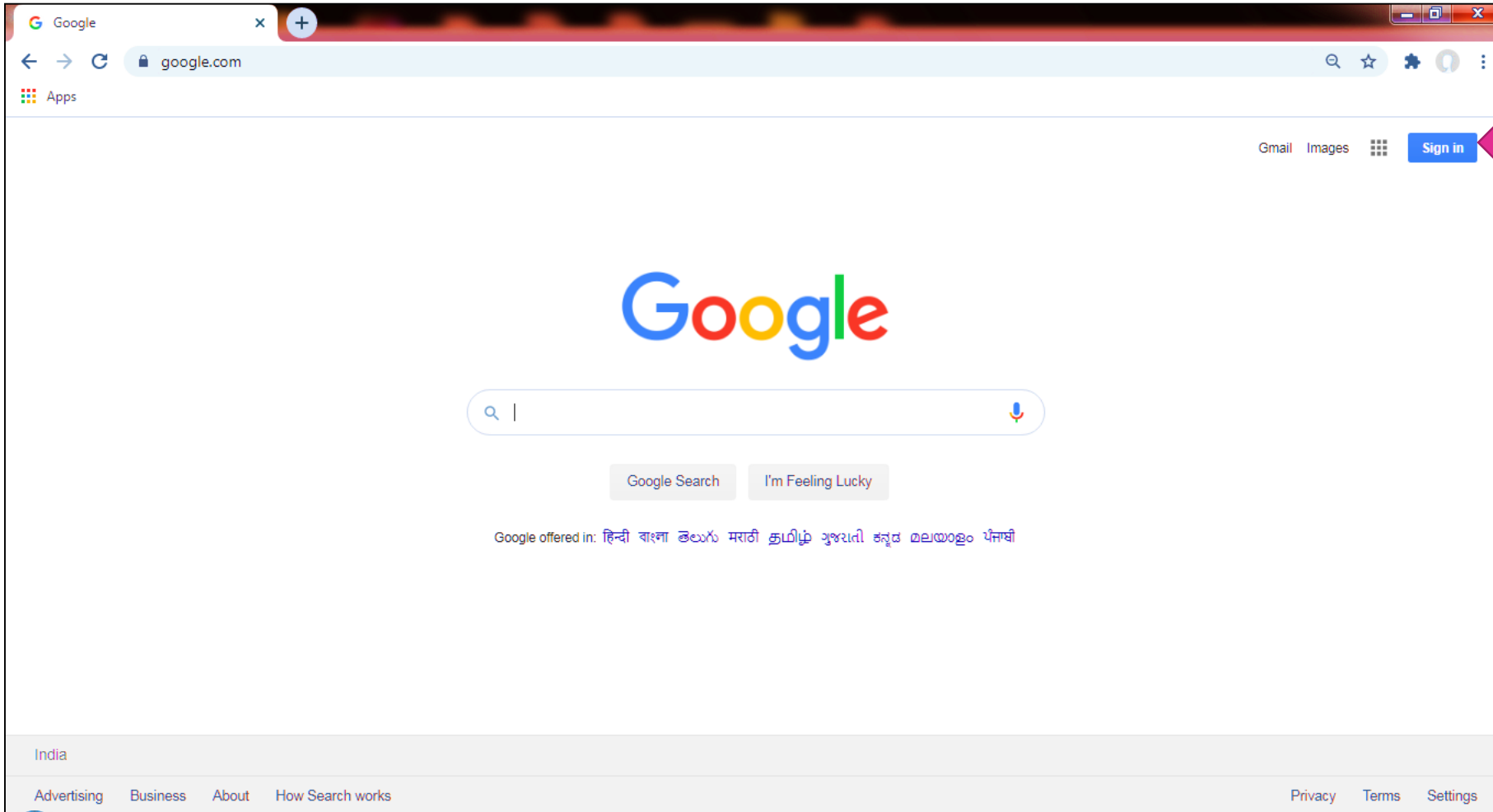


# Joining a classroom using Web Browser (Laptop/Desktop)



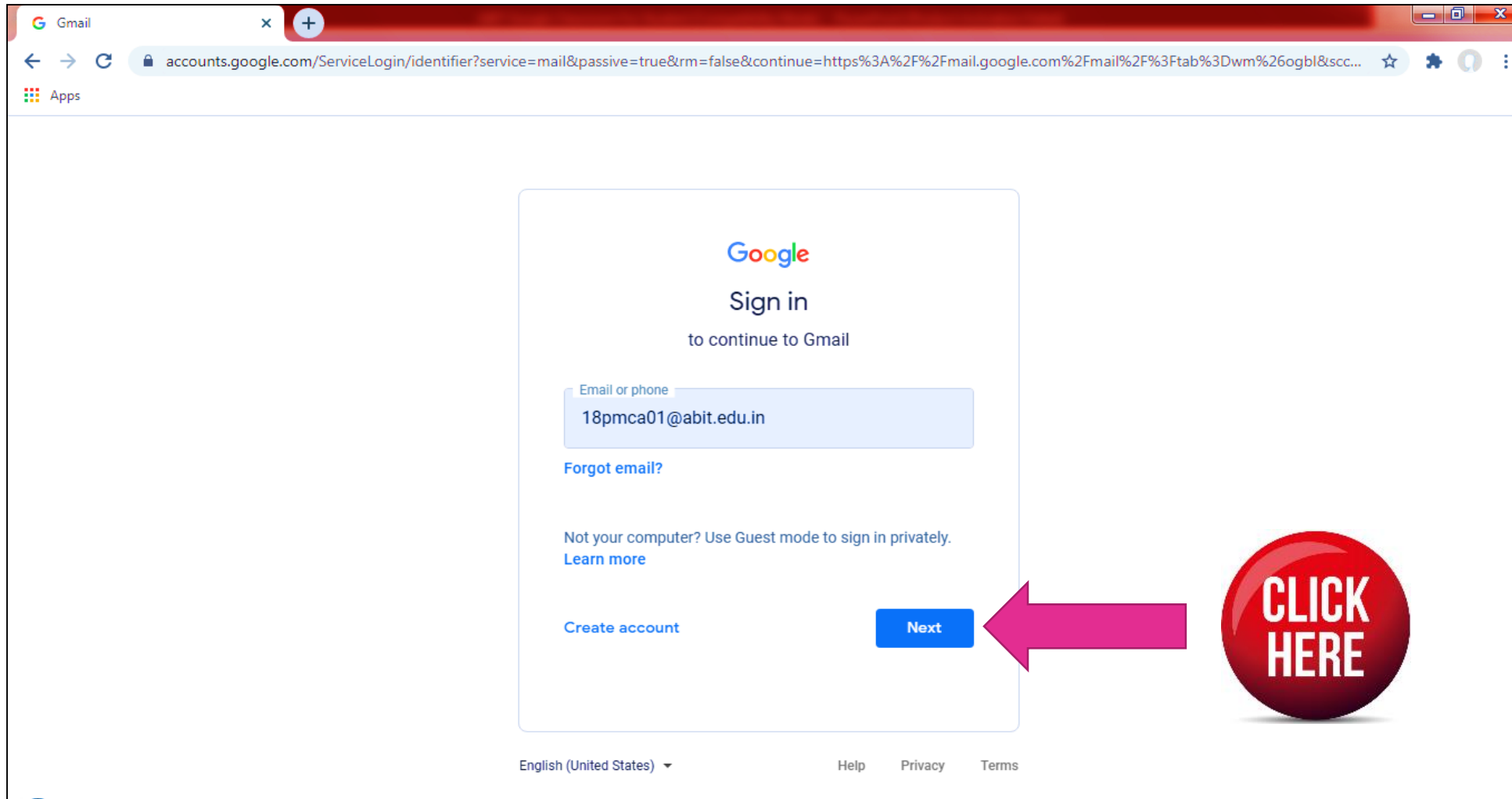
# Sign-up/ Sign-in

Go to <https://www.google.com/> OR <https://www.classroom.google.com/>  
In the top right corner of your screen, click the blue Sign In button.



# Sign-up/ Sign-in

Enter your email address (username@abit.edu.in) and press Next.



Gmail

accounts.google.com/ServiceLogin/identifier?service=mail&passive=true&rm=false&continue=https%3A%2F%2Fmail.google.com%2Fmail%2F%3Ftab%3Dwm%26ogbl&sc...

Google

Sign in  
to continue to Gmail

Email or phone

18pmca01@abit.edu.in

[Forgot email?](#)

Not your computer? Use Guest mode to sign in privately.  
[Learn more](#)

[Create account](#)

Next

CLICK HERE

English (United States) ▼ Help Privacy Terms

# Sign-up/ Sign-in

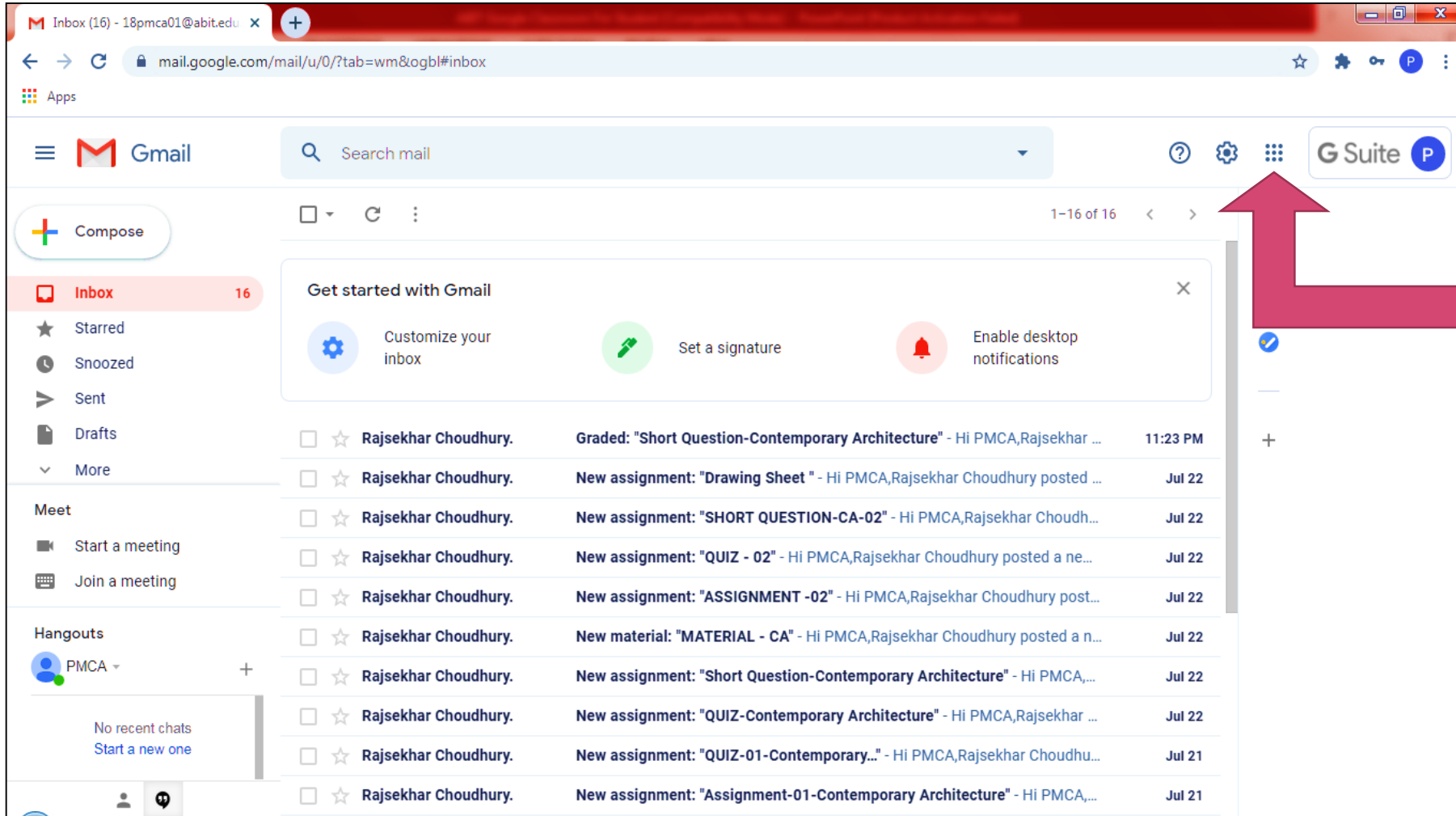
Enter your password and Log-in.

If you do not know your email address or password, or you are having issues logging in, contact Faculty.

The screenshot shows a web browser window with the Google Sign-in page. The address bar displays the URL: `accounts.google.com/signin/v2/challenge/pwd?service=mail&passive=true&rm=false&continue=https%3A%2F%2Fmail.google.com%2Fmail%2F%3Ftab%3Dwm%26o...`. The page content includes the Google logo, the text 'Hi PMCA', and a user selection dropdown showing '18pmca01@abit.edu.in'. Below this is a password input field labeled 'Enter your password' with a masked password '.....'. To the right of the password field is an eye icon for toggling visibility. Below the password field is a link for 'Forgot password?'. A blue 'Next' button is positioned to the right of the password field. A large red circular button with the text 'CLICK HERE' and a pink arrow pointing to the 'Next' button is overlaid on the right side of the page. At the bottom of the page, there are links for 'English (United States)', 'Help', 'Privacy', and 'Terms'.

# Entering Classroom

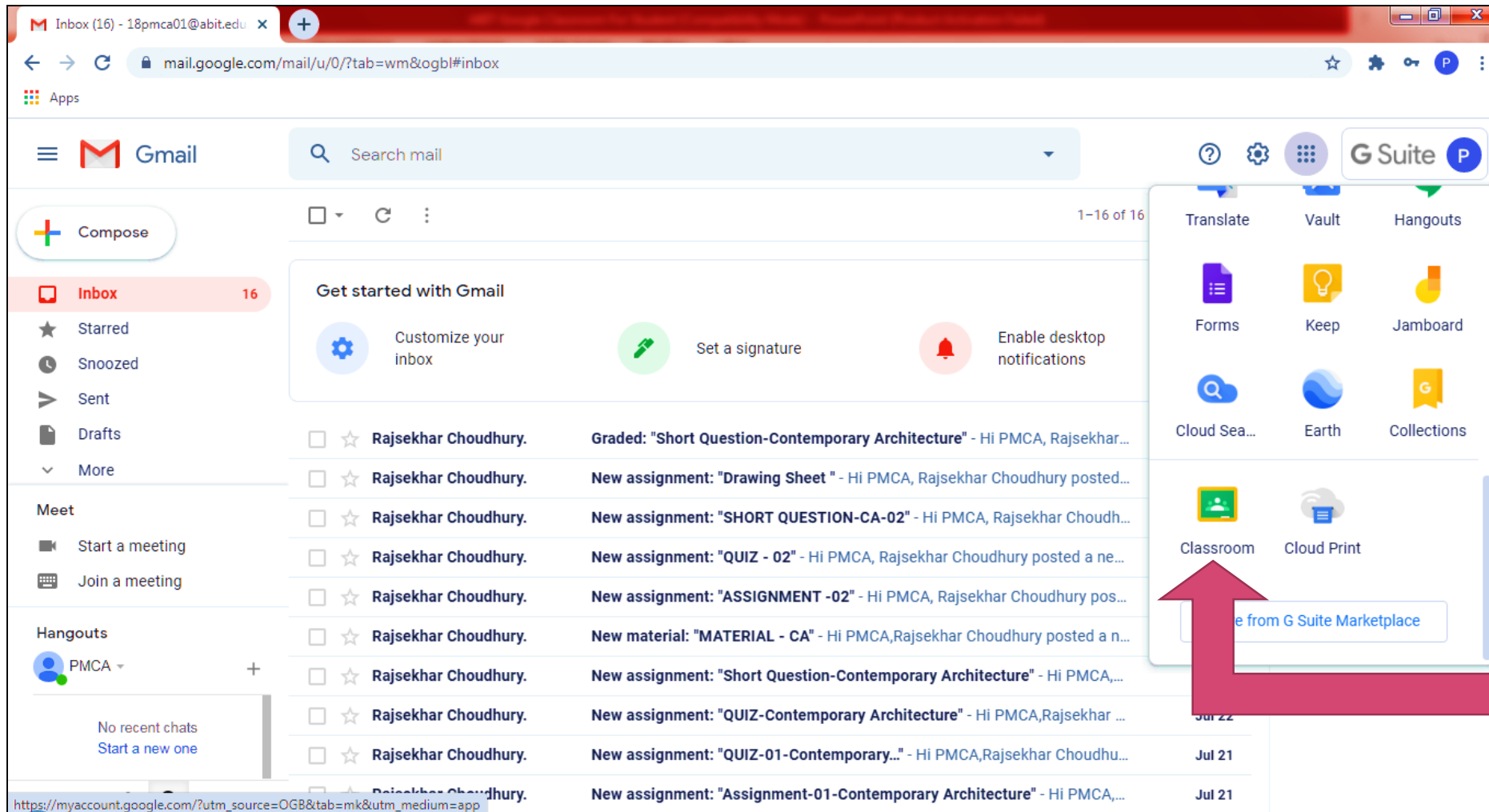
In the top right corner of your screen, click on the Google apps icon  (9 tiny squares) and then select Google Classroom  icon.





# Entering Classroom

In the top right corner of your screen, click on the Google apps icon  (9 tiny squares) and then select Google Classroom  icon.



The screenshot shows a Gmail interface. On the left is the sidebar with 'Compose', 'Inbox' (16), 'Starred', 'Snoozed', 'Sent', 'Drafts', 'More', 'Meet', and 'Hangouts'. The main area shows a 'Get started with Gmail' section and a list of emails. The Google apps menu is open in the top right, displaying a grid of icons including Translate, Vault, Hangouts, Forms, Keep, Jamboard, Cloud Search, Earth, Collections, Classroom, and Cloud Print. A red arrow points to the Classroom icon. A link 'Get from G Suite Marketplace' is visible below the Classroom icon.

From	Subject	Date
Rajsekhar Choudhury.	Graded: "Short Question-Contemporary Architecture" - Hi PMCA, Rajsekhar...	Jul 22
Rajsekhar Choudhury.	New assignment: "Drawing Sheet " - Hi PMCA, Rajsekhar Choudhury posted...	Jul 21
Rajsekhar Choudhury.	New assignment: "SHORT QUESTION-CA-02" - Hi PMCA, Rajsekhar Choudh...	Jul 21
Rajsekhar Choudhury.	New assignment: "QUIZ - 02" - Hi PMCA, Rajsekhar Choudhury posted a ne...	Jul 21
Rajsekhar Choudhury.	New assignment: "ASSIGNMENT - 02" - Hi PMCA, Rajsekhar Choudhury pos...	Jul 21
Rajsekhar Choudhury.	New material: "MATERIAL - CA" - Hi PMCA, Rajsekhar Choudhury posted a n...	Jul 21
Rajsekhar Choudhury.	New assignment: "Short Question-Contemporary Architecture" - Hi PMCA,...	Jul 21
Rajsekhar Choudhury.	New assignment: "QUIZ-Contemporary Architecture" - Hi PMCA, Rajsekhar ...	Jul 21
Rajsekhar Choudhury.	New assignment: "QUIZ-01-Contemporary..." - Hi PMCA, Rajsekhar Choudhu...	Jul 21
Rajsekhar Choudhury.	New assignment: "Assignment-01-Contemporary Architecture" - Hi PMCA,...	Jul 21



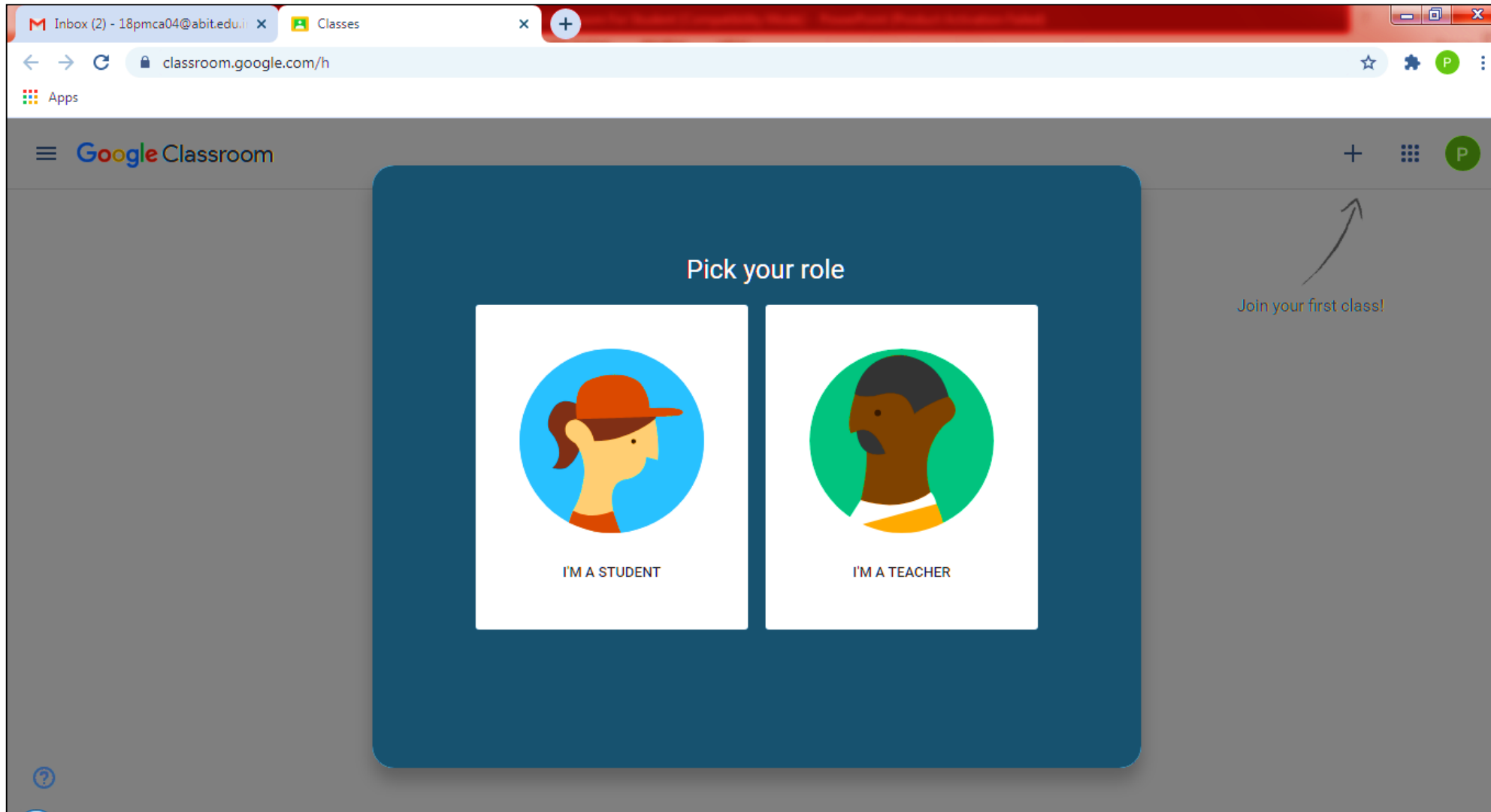
# Entering Classroom

Step for Verifying Classroom for a Student login

The screenshot shows the Google Classroom login interface in a web browser. The browser's address bar displays 'classroom.google.com/h'. The page features a large green banner with the Google Classroom logo and the text 'Classroom helps classes communicate, save time, and stay organized. Learn more'. Below the banner, a user selection box shows 'PMCA 4' and '18pmca04@abit.edu.in'. A blue 'CONTINUE' button is positioned below the user selection. A large pink arrow points from a red circular button labeled 'CLICK HERE' to the 'CONTINUE' button. In the top right corner of the page, there is a '+', a grid icon, and a profile icon 'P'. A curved arrow points from the text 'Join your first class!' to the profile icon 'P'.

# Entering Classroom

Selection of login profile



# Ahhh Finally!! Classroom

Classroom interface with Course Options / Classes

The screenshot displays the Google Classroom web interface. At the top, the browser tab shows 'Inbox (16) - 18pmca01@abit.edu' and the address bar shows 'classroom.google.com/h'. The Google Classroom header includes the logo and a user profile icon. Below the header, three class cards are visible, each for a PMCA1STYEAR TEACHER:

- Abhishek Samal**: 3-A - Design of steel Structure(THEOR...)
- Shankar Giri**: 3-A-Architectural Design-III(SESSIONA...)
- Rajsekhar Choudhury**: 3-A - Contemporary Architecture(THE...)

The third card, for Rajsekhar Choudhury, includes additional details:

- Due tomorrow: 12:59 PM - ASSIGNMENT -02, QUIZ-Contemporary Architecture
- Due Saturday: SHORT QUESTION-CA-02

Each card features a profile picture icon and a folder icon at the bottom right.

# Entering a Course / Class

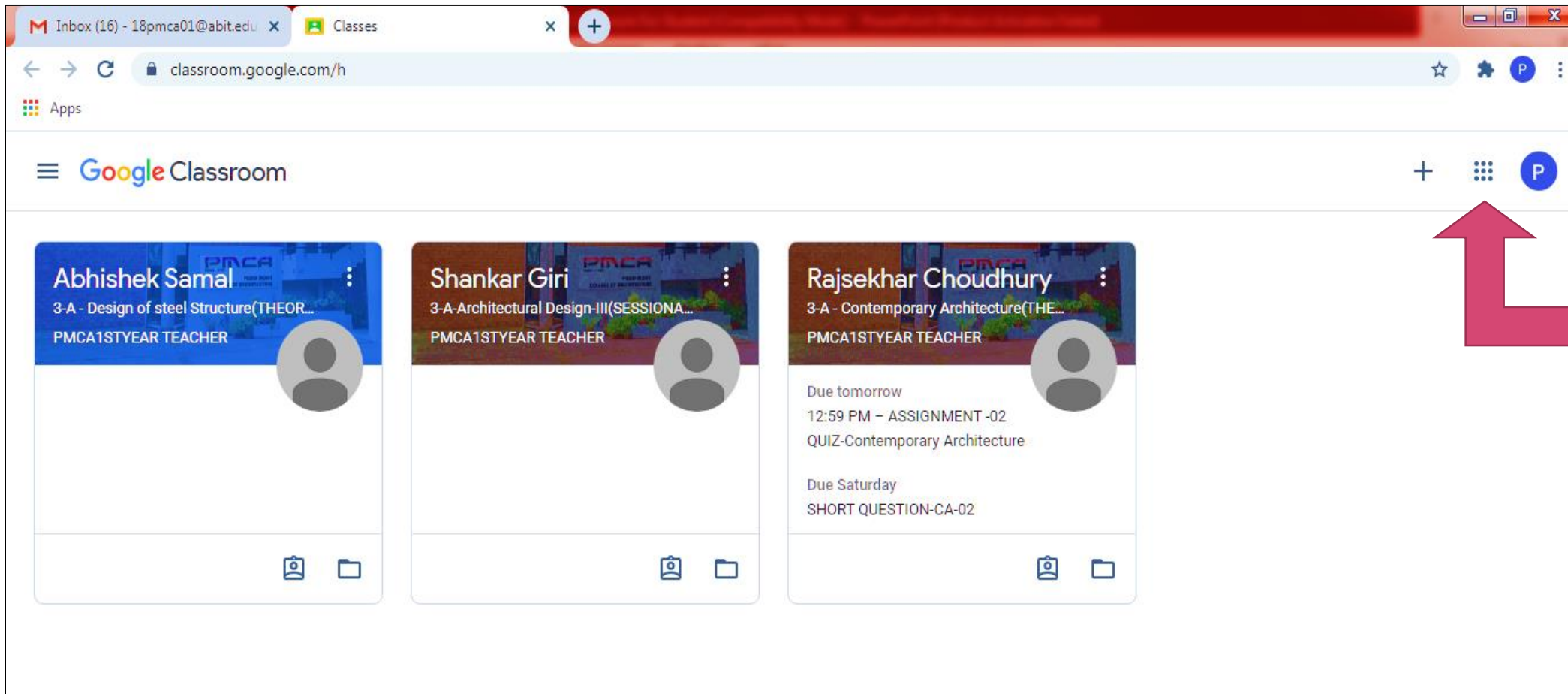
To enter into a class you have two options:

- **OPTION 1:** Entering through Google Calendar *(if you don't know the timetable)*
- **OPTION 2:** Entering directly through Classroom Tabs *(if you are aware of the timetable)*

# 1. Entering through Google Calendar

*(Alas! You don't know the timetable?!)*

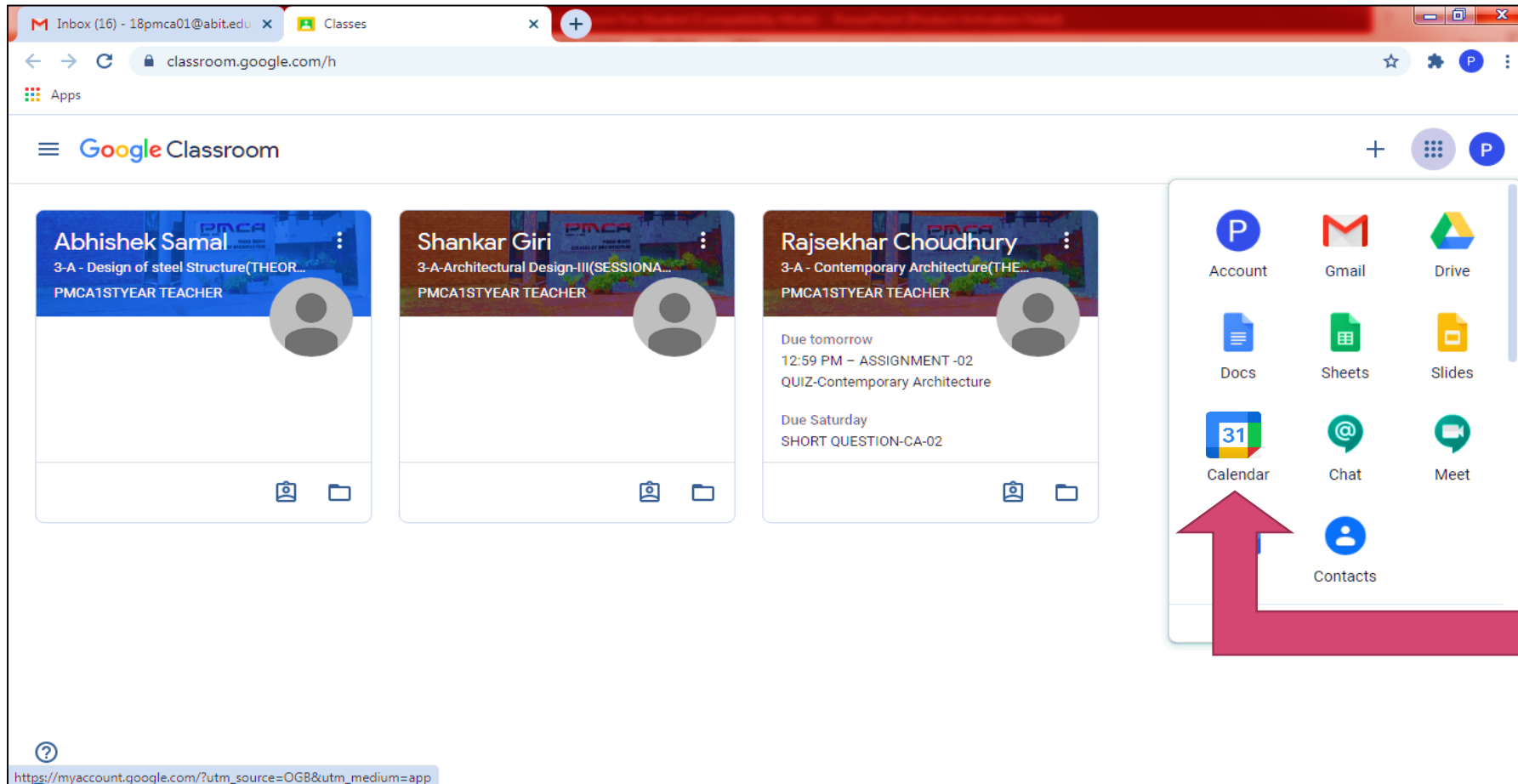
In the top right corner of your screen, click on the Google apps icon  (9 tiny squares) and then select Google Calendar  icon.



# 1.Entering through Google Calendar

*(Alas! You don't know the timetable?!)*

In the top right corner of your screen, click on the Google apps icon  (9 tiny squares) and then select Google Calendar  icon.

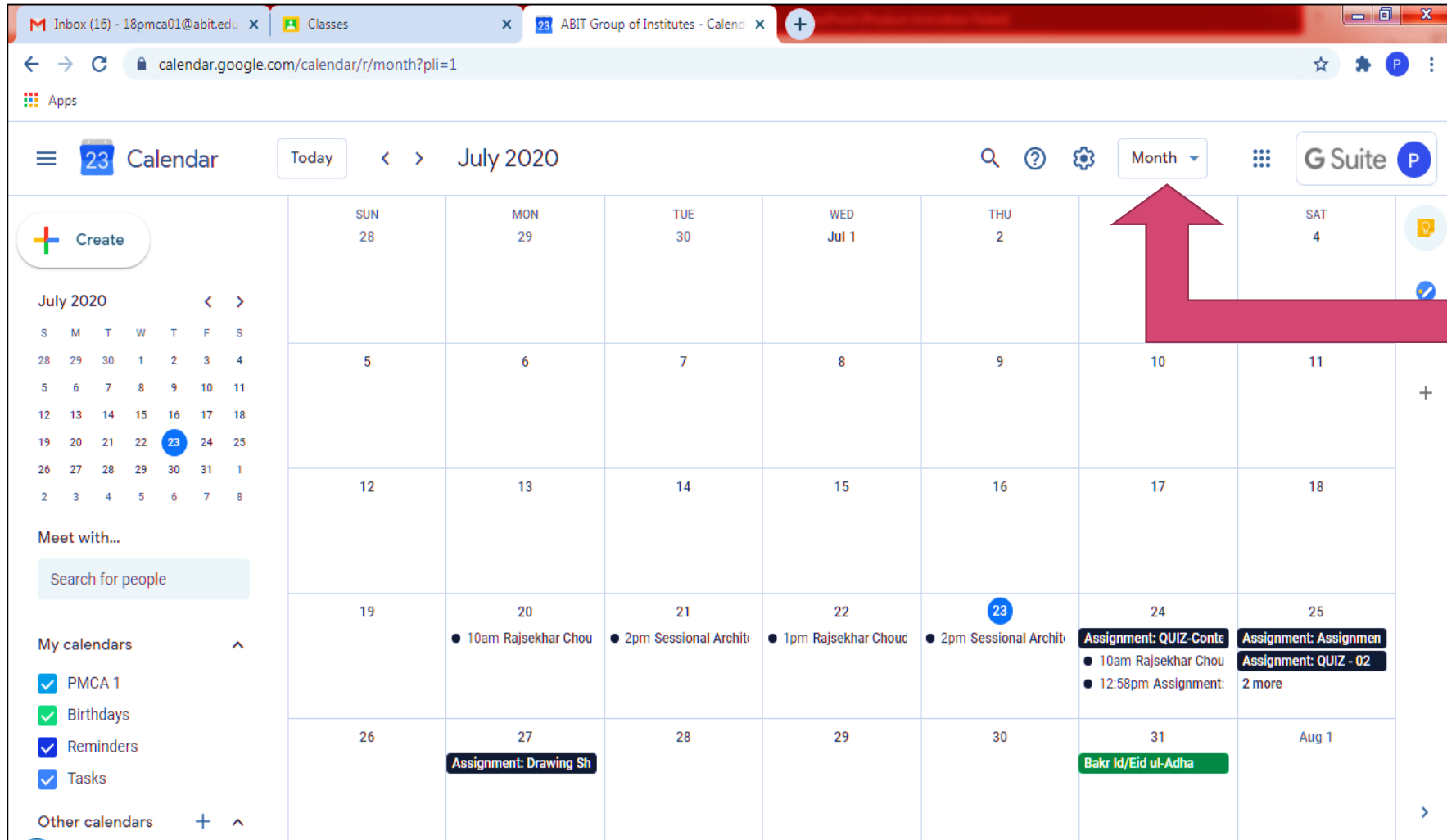




# 1. Entering through Google Calendar

*(Alas! You don't know the timetable?!)*

Viewing Weekly or Monthly Calendar.



To Change Calendar view: Week or Month & see the schedule (i.e., date & time) of class.



# 1.Entering through Google Calendar

*(Alas! You don't know the timetable?!)*

To join Classroom Meet click on the highlighted class in the Calendar.

A pop-up window shall appear. Click on **Join with Google Meet**

The screenshot shows a Google Calendar interface for July 2020. The calendar is viewed in a weekly layout, with the 23rd of July highlighted. A pop-up window for a class event titled "Sessional Architectural Design – III, Shankar" is displayed. The event is scheduled for Thursday, July 23, from 2:00 to 4:00 pm. The pop-up window contains the following information:

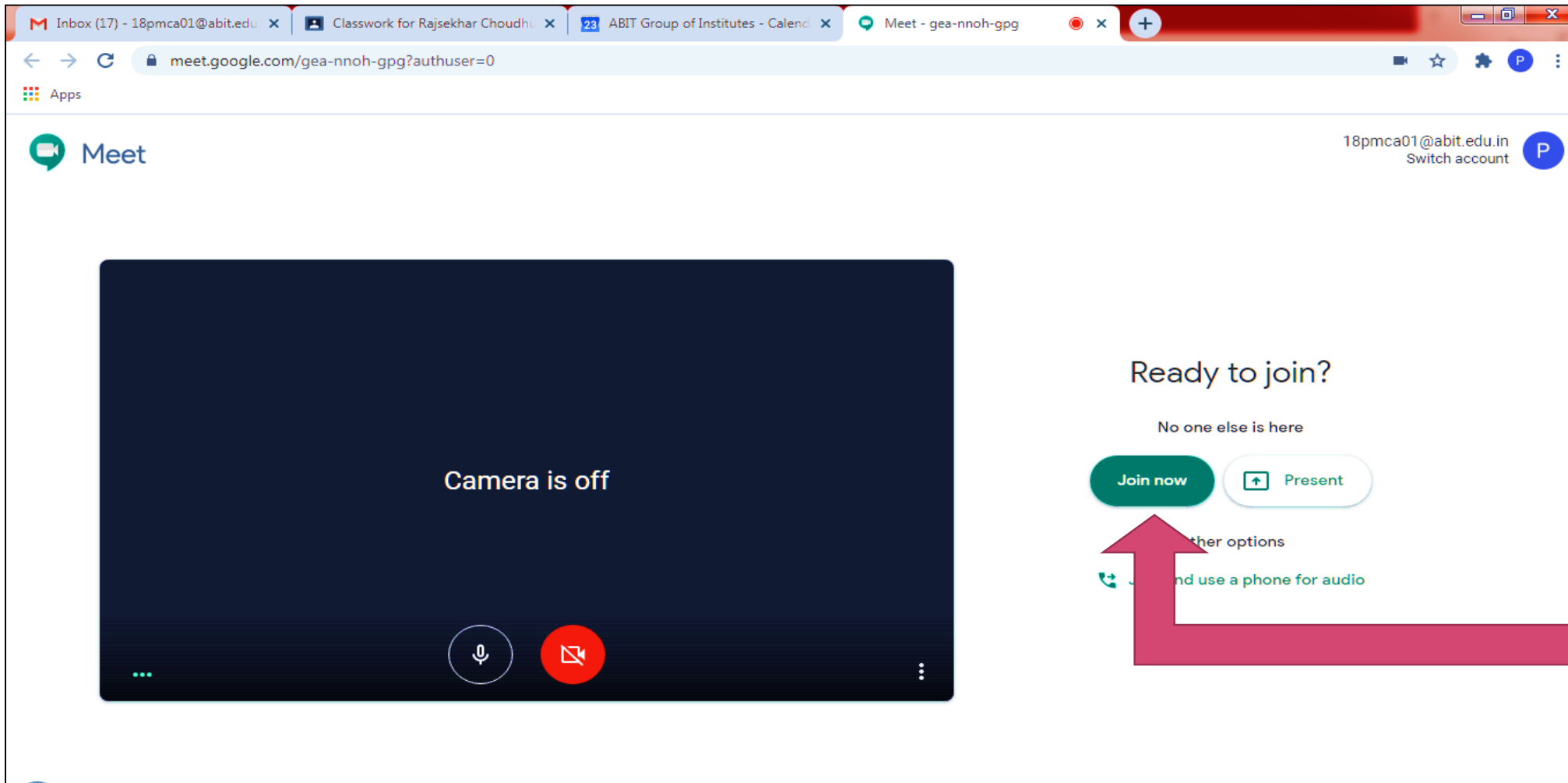
- Join with Google Meet**: [meet.google.com/gea-nnoh-gpg](https://meet.google.com/gea-nnoh-gpg)
- Join by phone**: (US) +1 323-645-9414 PIN: 846 859 608#
- Shankar Giri 3-A-Architectural Design-III(SESSIONAL)**  
Created by: pmca1styear@abit.edu.in

A large pink arrow points from the "Join with Google Meet" button in the pop-up window to a red circular button labeled "CLICK HERE".

# 1.Entering through Google Calendar

*(Alas! You don't know the timetable?!)*

Google Meet window shall open. To join Classroom Meet click on the **Join now** button.



## 2.Entering through Classroom Tabs

*(Hurrah!! You are aware of the timetable!! Good!)*

Click on the Course / Class Tabs to enter a particular classroom.

The screenshot shows a web browser window with the Google Classroom interface. The browser tabs include 'Inbox (16) - 18pmca01@abit.edu' and 'Classes'. The address bar shows 'classroom.google.com/h'. The Google Classroom header is visible. Below the header, there are three class cards for 'PMCA1STYEAR TEACHER':

- Abhishek Samal**: 3-A - Design of steel Structure(THEOR...)
- Shankar Giri**: 3-A-Architectural Design-III(SESSIONA...)
- Rajsekhar Choudhury**: 3-A - Contemporary Architecture

The third card for Rajsekhar Choudhury shows additional details:

- Due tomorrow: 12:59 PM – ASSIGNMENT -02, QUIZ-Contemporary Architecture
- Due Saturday: SHORT QUESTION-CA-02

A pink arrow points from a red circular button labeled 'CLICK HERE' to the third class card.

# 2.Entering through Classroom Tabs

*(Hurrah!! You are aware of the timetable!! Good!)*

Within the Classroom there are three tabs: STREAM, CLASSWORK & PEOPLE

The screenshot shows a web browser window with two tabs: 'Inbox (16) - 18pmca01@abit.edu...' and 'Rajsekhar Choudhury 3-A - Cont...'. The address bar shows the URL 'classroom.google.com/c/MTE3OTQwMDk2OTY5'. The Classroom interface has a header with the class name 'Rajsekhar Choudhury 3-A - Contemporary Architecture(THEORY)' and three tabs: 'Stream', 'Classwork', and 'People'. The 'Stream' tab is active, displaying a banner image of a building with the PMCA logo. Below the banner, there is a 'Meet link' and a list of upcoming assignments. The assignments are: 'Due tomorrow 12:59 PM - ASSIGNMENT... QUIZ-Contemporary Archit...' and 'Due Saturday SHORT QUESTION-CA-02'. There is also a section for 'Share something with your class...' and a list of recent assignments: 'Rajsekhar Choudhury posted a new assignment: Drawing Sheet Jul 22' and 'Rajsekhar Choudhury posted a new assignment: SHORT QUESTION-CA-02 Jul 22'.

# 2.Entering through Classroom Tabs

*(Hurrah!! You are aware of the timetable!! Good!)*

Under “STREAM” tab, you may see ‘anything’ streamed by ‘anybody’ in the classroom.

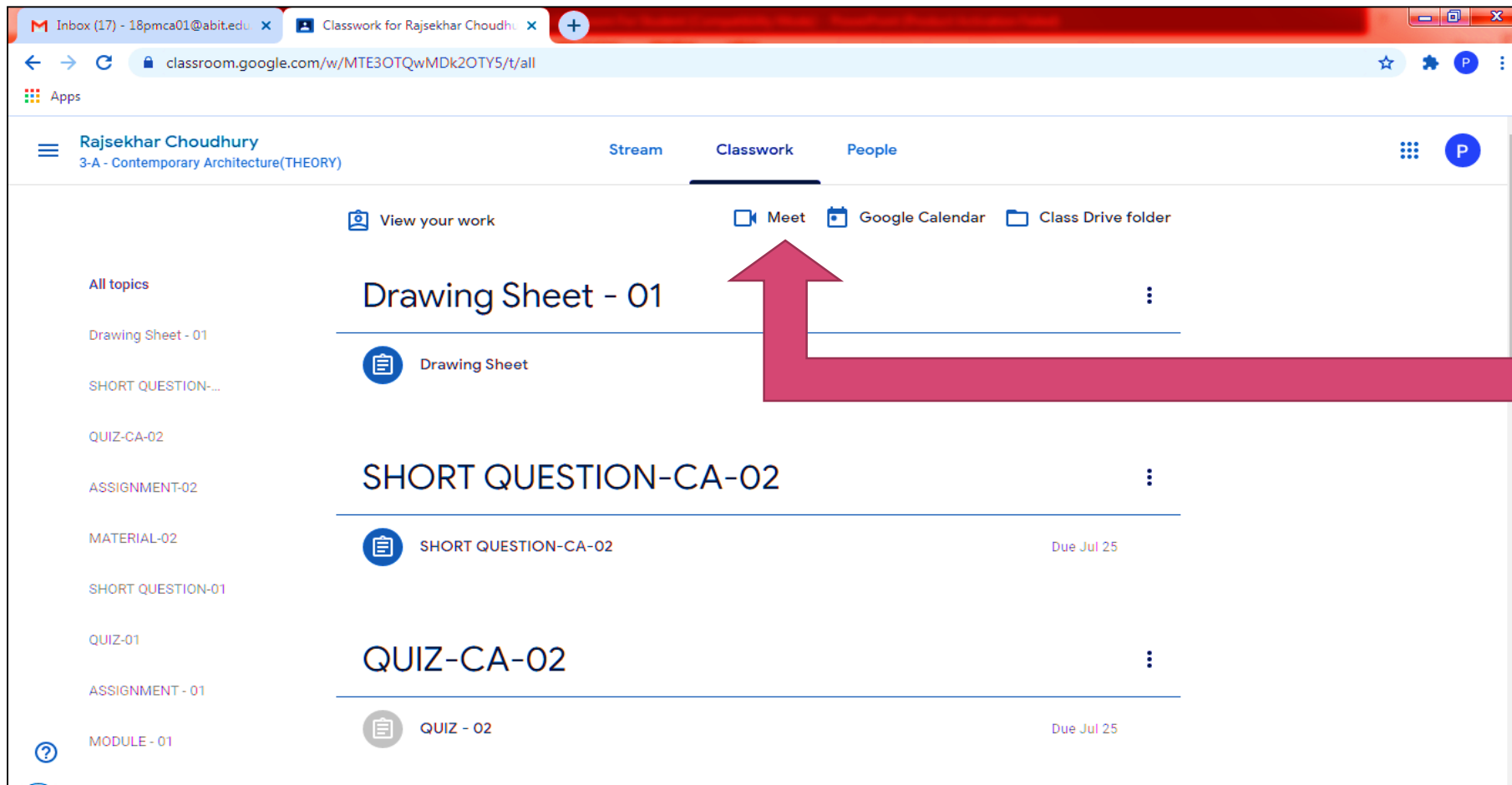
The screenshot shows a web browser window with two tabs: 'Inbox (16) - 18pmca01@abit.edu' and 'Rajsekhar Choudhury 3-A - Cont...'. The address bar shows the URL 'classroom.google.com/c/MTE3OTQwMDk2OTY5'. The page header includes the class name 'Rajsekhar Choudhury 3-A - Contemporary Architecture(THEORY)' and navigation tabs for 'Stream', 'Classwork', and 'People'. The 'Stream' tab is active, displaying a large banner image of a building entrance with the PMCA logo. Below the banner, there is a 'Meet link' for a Google Meet session. On the left, an 'Upcoming' section lists two assignments: 'Due tomorrow 12:59 PM -- ASSIGNMENT... QUIZ-Contemporary Archit...' and 'Due Saturday SHORT QUESTION-CA-02'. On the right, there are two assignment posts from 'Rajsekhar Choudhury' dated 'Jul 22': 'Drawing Sheet' and 'SHORT QUESTION-CA-02'. A search bar at the top of the stream area prompts the user to 'Share something with your class...'. A 'View all' link is located at the bottom of the 'Upcoming' section.



## 2. Entering through Classroom Tabs

*(Hurrah!! You are aware of the timetable!! Good!)*

So, we go to “CLASSWORK” tab. Here, you may check Study Materials, Assignments, MCQs, Quizzes, etc. **Here, its all study no fun.** Now common! Click on the  Meet icon.



The screenshot shows a web browser window with the Google Classroom interface. The browser tabs include 'Inbox (17) - 18pmca01@abitedu...' and 'Classwork for Rajsekhar Choudh...'. The address bar shows 'classroom.google.com/w/MTE3OTQwMDk2OTY5/t/all'. The page header identifies the user as 'Rajsekhar Choudhury' and the class as '3-A - Contemporary Architecture(THEORY)'. The 'Classwork' tab is selected, showing a list of assignments and quizzes. A large red arrow points from a 'CLICK HERE' button to the 'Meet' icon at the top of the classwork list.

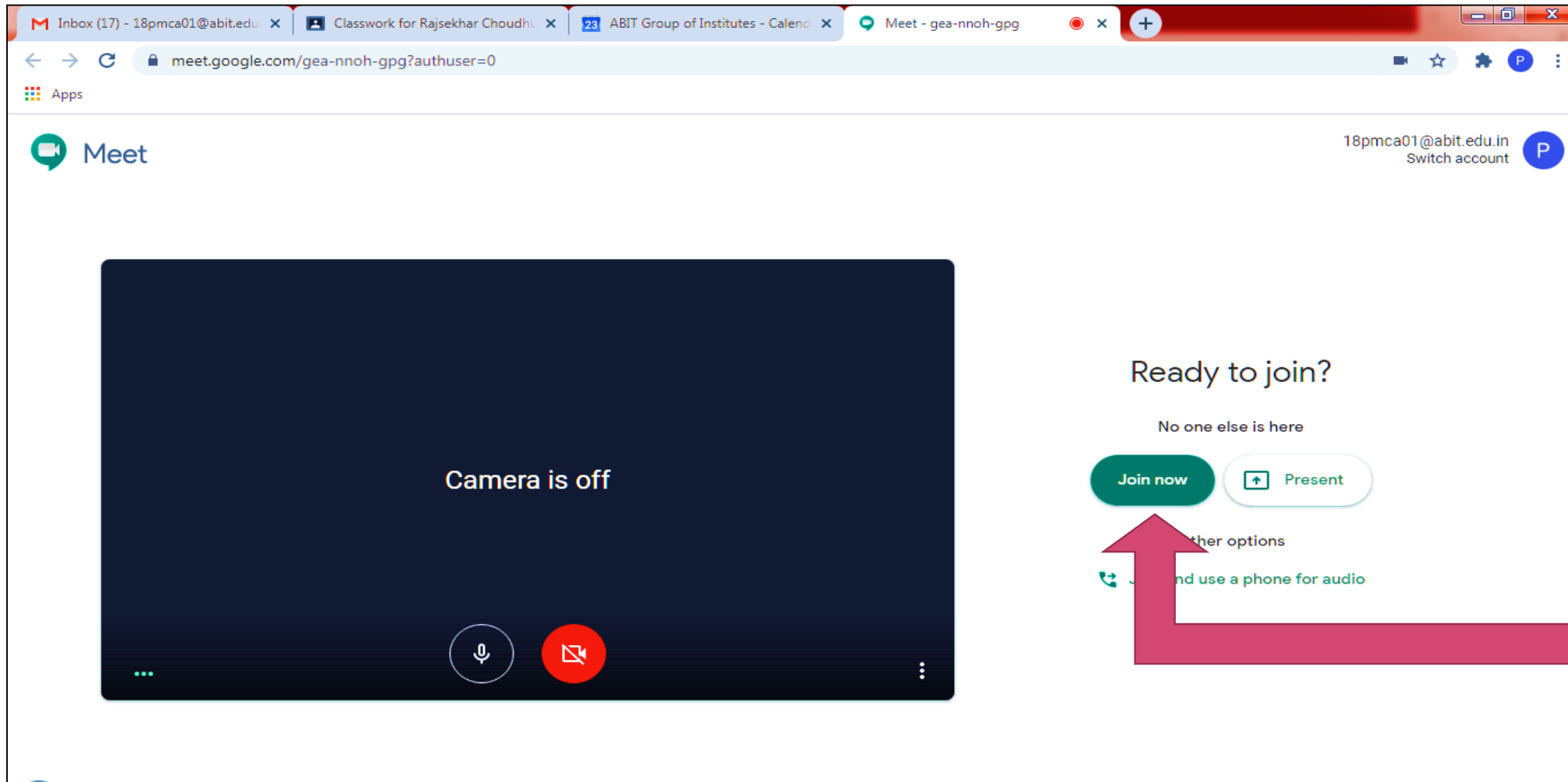
Item	Icon	Due Date
Drawing Sheet - 01	Drawing Sheet	
SHORT QUESTION-CA-02	SHORT QUESTION-CA-02	Due Jul 25
QUIZ-CA-02	QUIZ - 02	Due Jul 25



## 2.Entering through Classroom Tabs

*(Hurrah!! You are aware of the timetable!! Good!)*

Google Meet window shall open. To join Classroom Meet click on the **Join now** button.



# Eureka!!! I'm in a Class!!

The screenshot displays a Google Meet interface within a web browser. The browser's address bar shows the URL `meet.google.com/mww-xohw-pzd`. The main area is a grid of video feeds. The top row includes a thumbnail of a building sketch, a live video of a man (Shankar Giri), and a thumbnail of a hand-drawn architectural plan. The middle row features a thumbnail of a building sketch (Srujani Subudhi), a large green circle with a white 'S' (Srinjoy Sinha), and a blurry thumbnail (Gloriya Beriha). The bottom row shows a thumbnail of a street scene (Bhaumik Mohanty), a thumbnail of a hand-drawn sketch (Tanushree Bandyopadhyay), and a thumbnail of a hand-drawn sketch (Dakshita Agrawal). On the right side, a 'Meeting details' panel is open, showing 'People (95)' and a list of participants under the 'RAISED HANDS' section. The participants listed are: Bansita Pasoria, Ankita Maji, Aditya Bagudai, Rohini Chhetry, Adarsha Kumar Rath, Subhashree Swain, Naveen Jammula, Punam Guchhait, Rajalaxmi Mahapatra, Dakshita Agrawal, and Arinadh Goswami. Each name is accompanied by a hand icon. The bottom of the screen shows a Windows taskbar with various application icons and a system clock indicating 10:53 AM on 11/25/2020.

Meeting details

People (95) Chat

RAISED HANDS

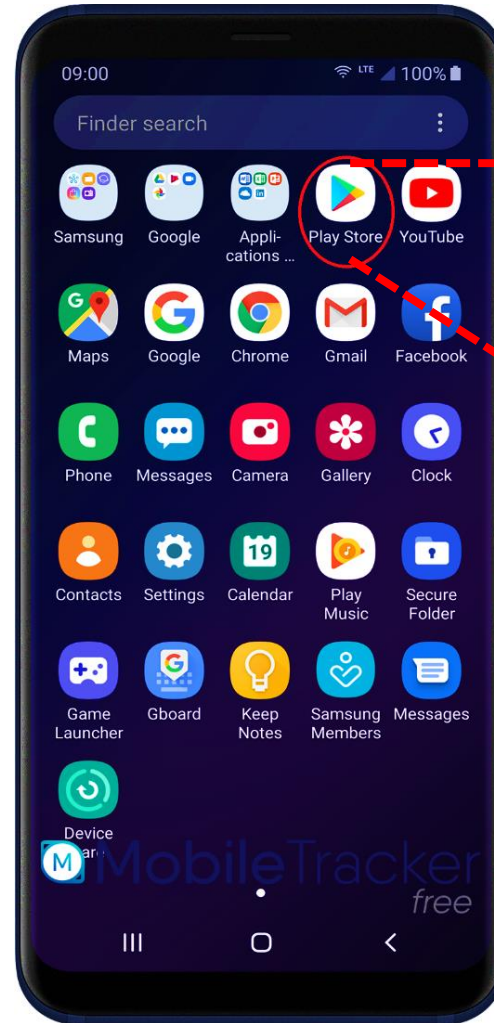
- B BANSITA PASORIA
- A ANKITA MAJI
- ADITYA BAGUDAI
- ROHINI CHHETRY
- A ADARSHA KUMAR RATH
- Subhashree Swain
- NAVEEN JAMMULA
- P PUNAM GUCHHAIT
- R RAJALAXMI MAHAPATRA
- D DAKSHITA AGRAWAL
- ARINADH GOSWAMI





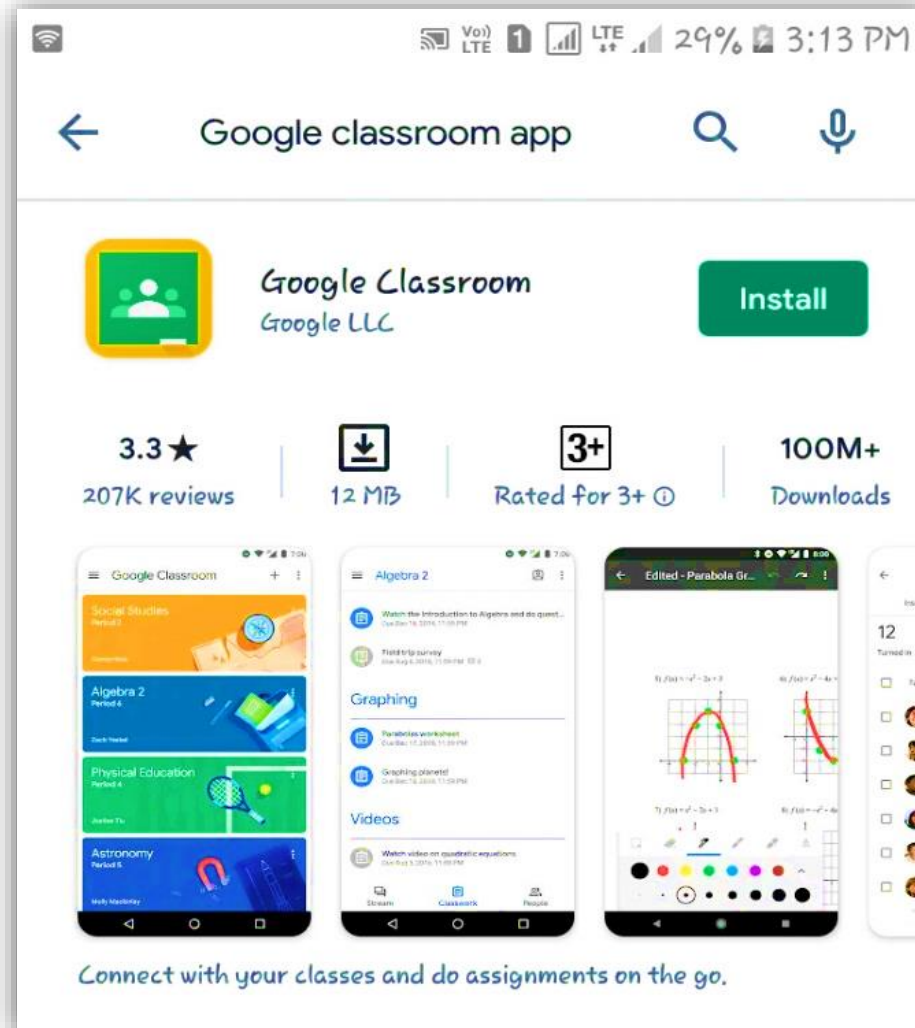
# Joining a classroom using Google Classroom App (Mobile)

Go to Play Store in your Phone.



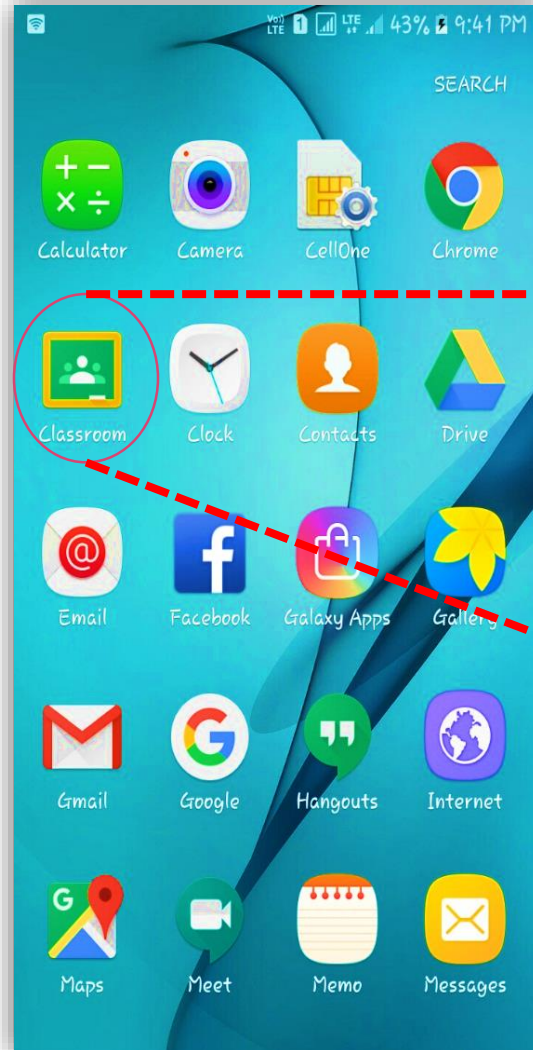
# Joining a classroom using Google Classroom App (Mobile)

Search & Install Google Classroom App.



# Joining a classroom using Google Classroom App (Mobile)

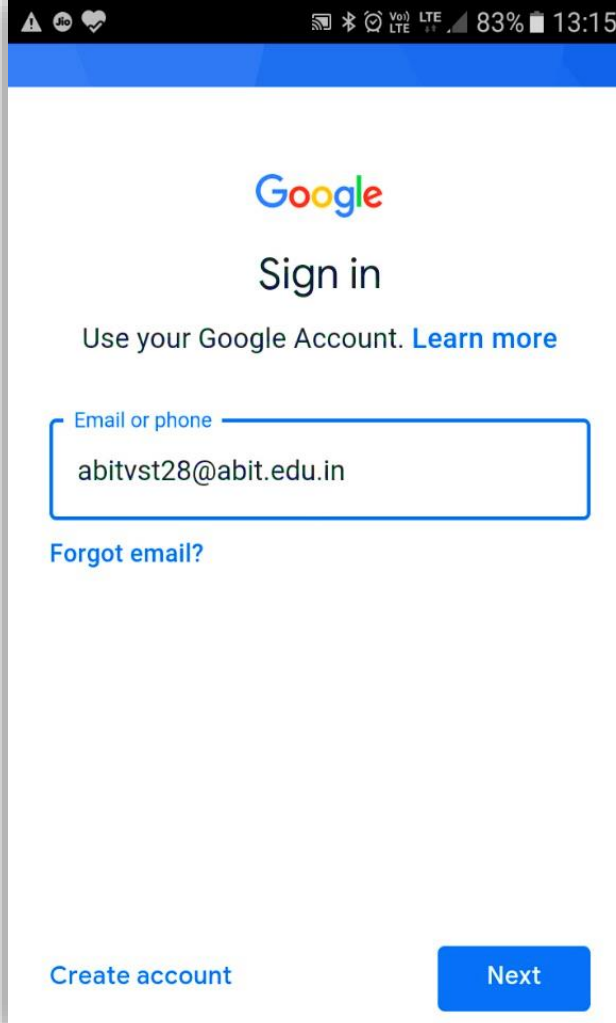
Launch Google Classroom App.



**Google classroom**  
app icon

# Joining a classroom using Google Classroom App (Mobile)

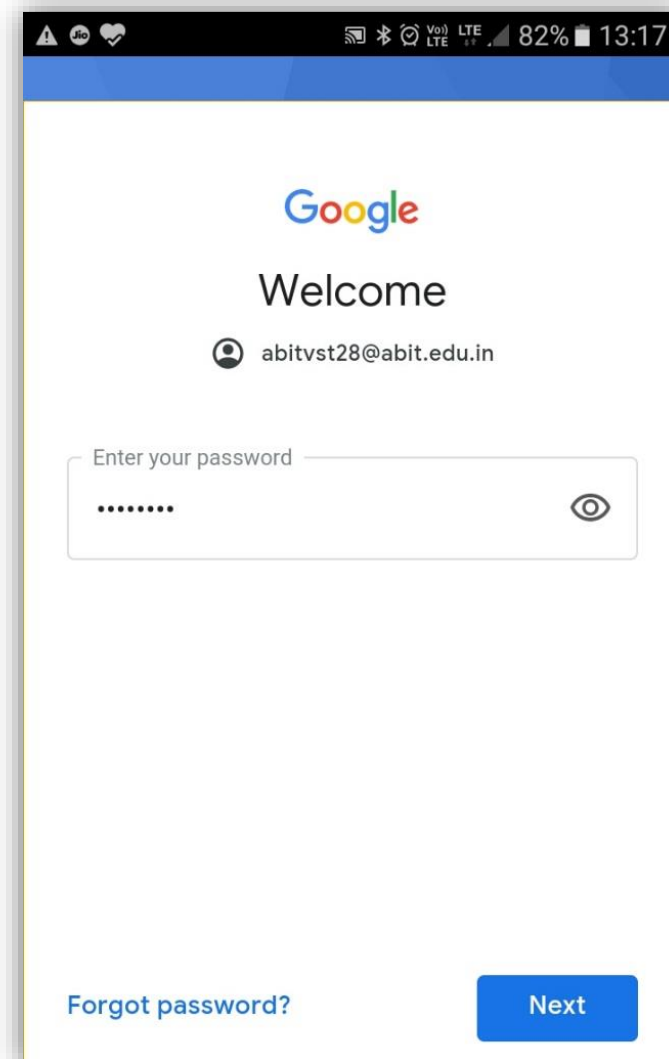
Enter User ID ([xxx@abit.edu.in](mailto:xxx@abit.edu.in)) and click next.



The screenshot shows the Google Classroom app's sign-in interface on a mobile phone. At the top, the Google logo is displayed above the text "Sign in". Below this, it says "Use your Google Account. [Learn more](#)". A text input field labeled "Email or phone" contains the email address "abitvst28@abit.edu.in". Below the input field is a link that says "Forgot email?". At the bottom of the screen, there are two buttons: "Create account" on the left and "Next" on the right. The phone's status bar at the very top shows various icons and the time "13:15".

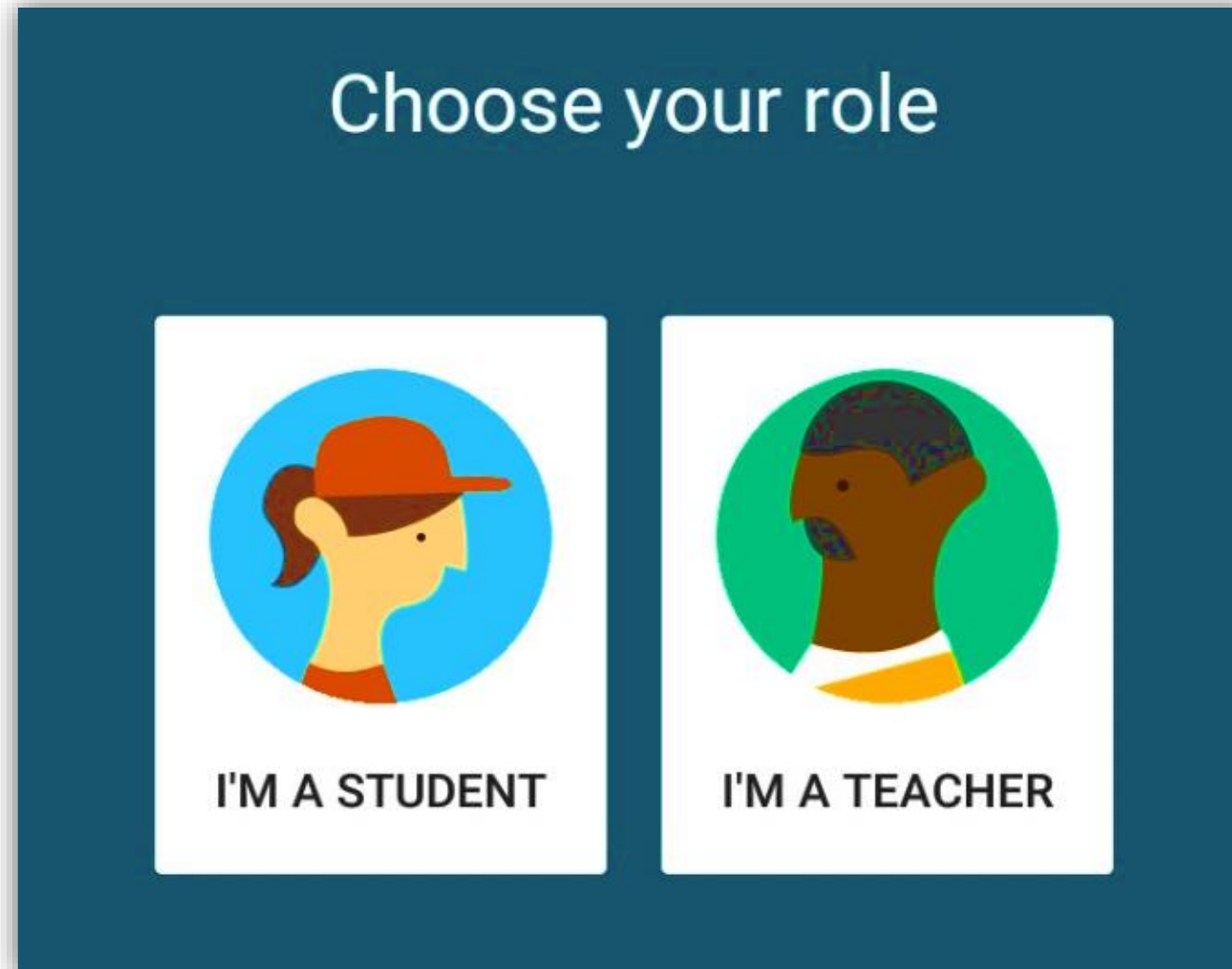
# Joining a classroom using Google Classroom App (Mobile)

Enter using the provided password and login.  
Upon first time login, you shall be prompted  
for password change.  
Change the password suitably.



# Joining a classroom using Google Classroom App (Mobile)

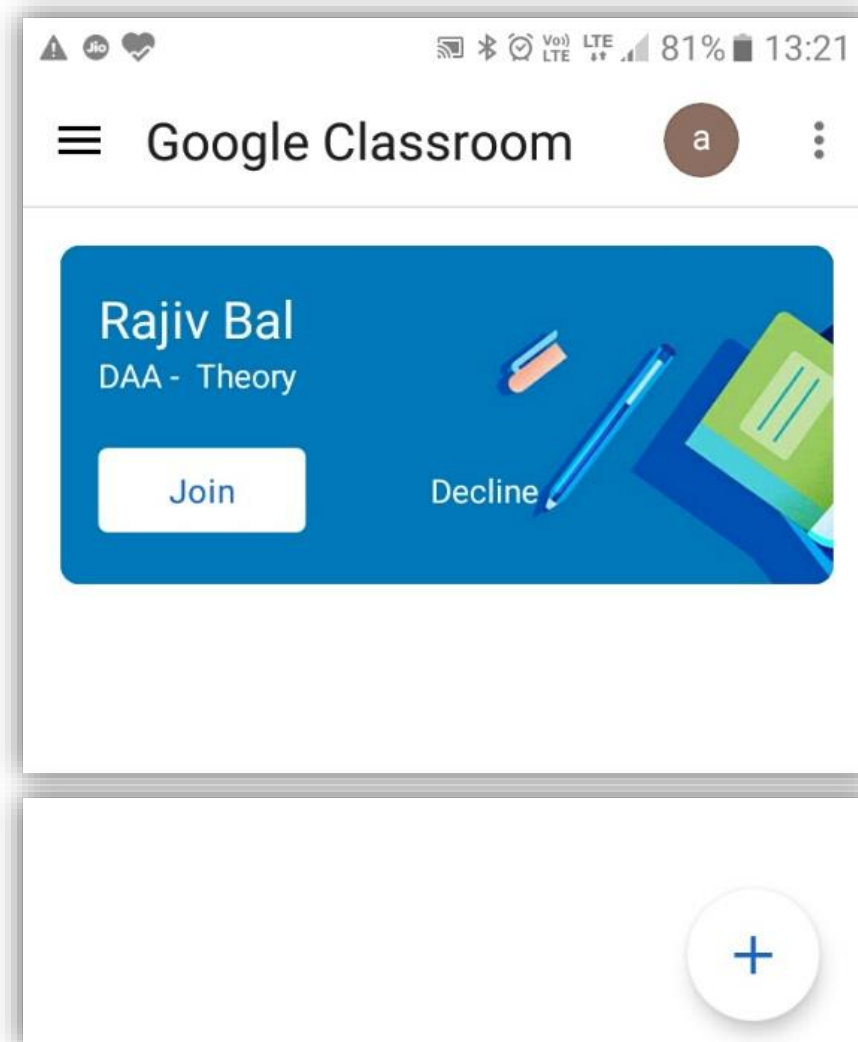
Selection of login profile





# Joining a classroom using Google Classroom App (Mobile)

Check Course options / Classes in the Classroom and click on “Join” button (first time). Next time onwards you may enter the Classroom Directly.

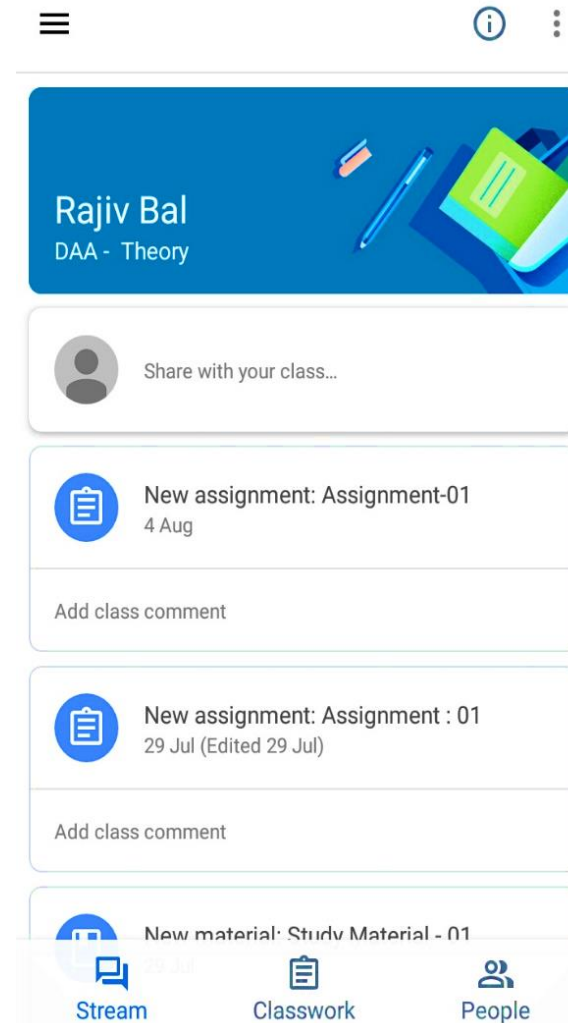




# Joining a classroom using Google Classroom App (Mobile)

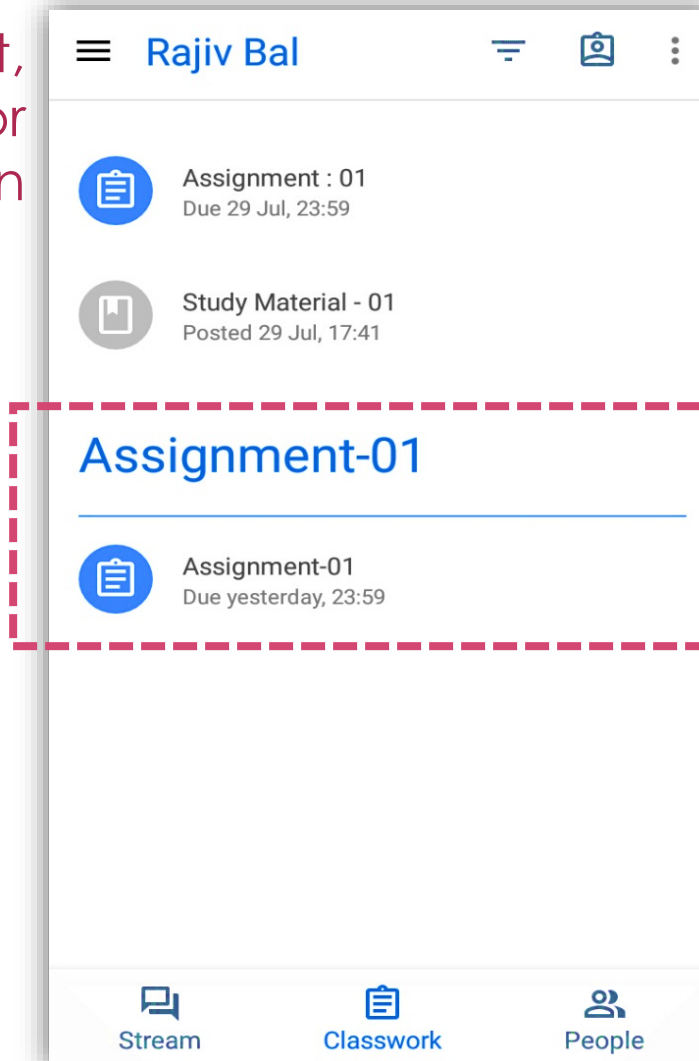
Within the Classroom there are three tabs:  
STREAM, CLASSWORK & PEOPLE

- Under the “STREAM” tab, you may see ‘anything’ streamed by ‘anybody’ in the classroom.
- Under the “CLASSWORK” tab, you may check Study Materials, Assignments, MCQs, Quizzes, etc.
- Under the “PEOPLE” tab, you may find all the person associated with the class (teachers & students).



# Joining a classroom using Google Classroom App (Mobile)

To check and submit an Assignment, go to the Classwork tab. Search for the Assignment by scrolling up/down and click on it.

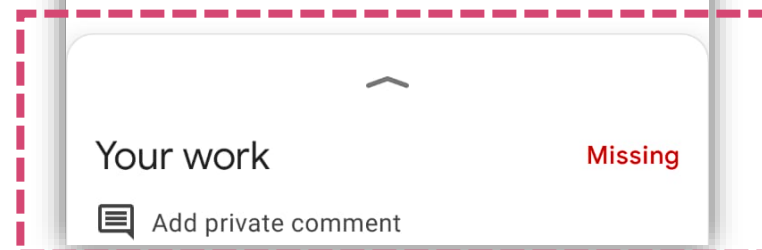
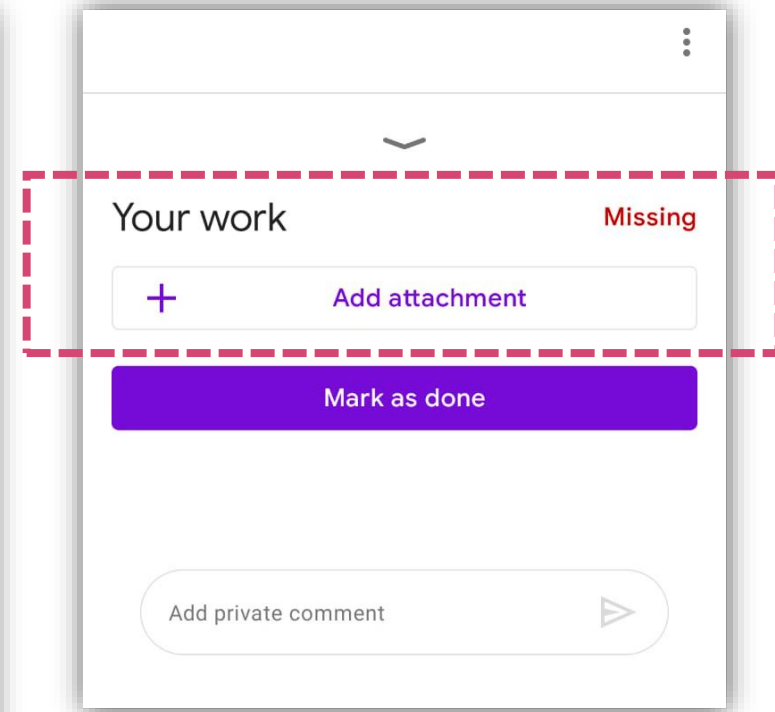
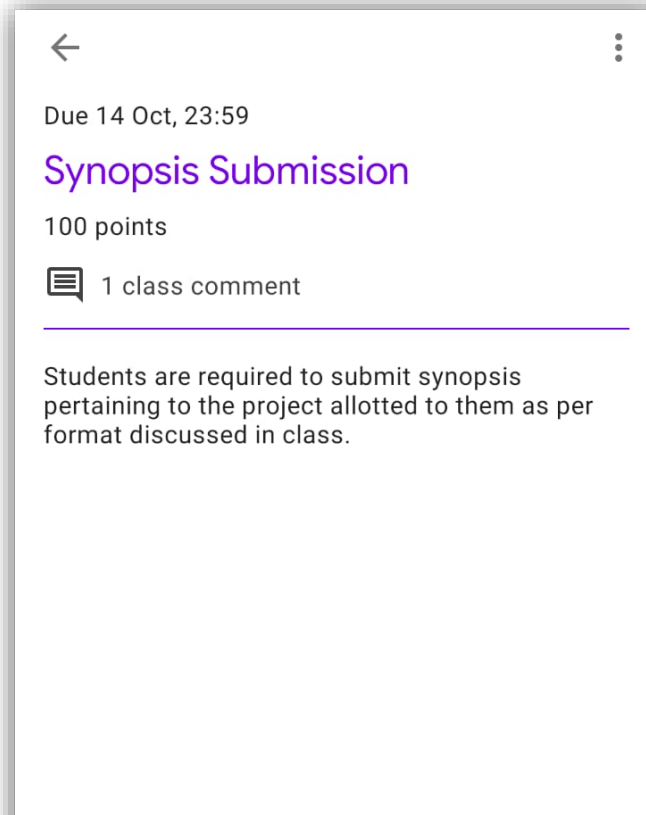


# Joining a classroom using Google Classroom App (Mobile)

Upon clicking, the Assignment window will open and you can see the Assignment details.

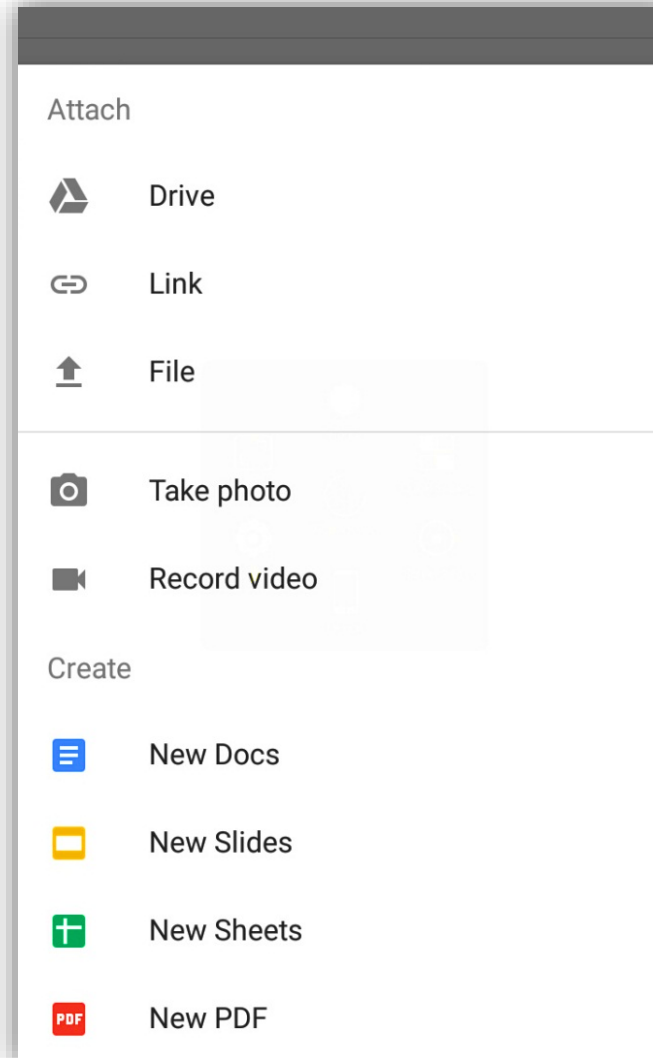
Go to “Your Work” at bottom of the screen and click it open.

Here you can submit your assignment by clicking “Add attachment”.



# Joining a classroom using Google Classroom App (Mobile)

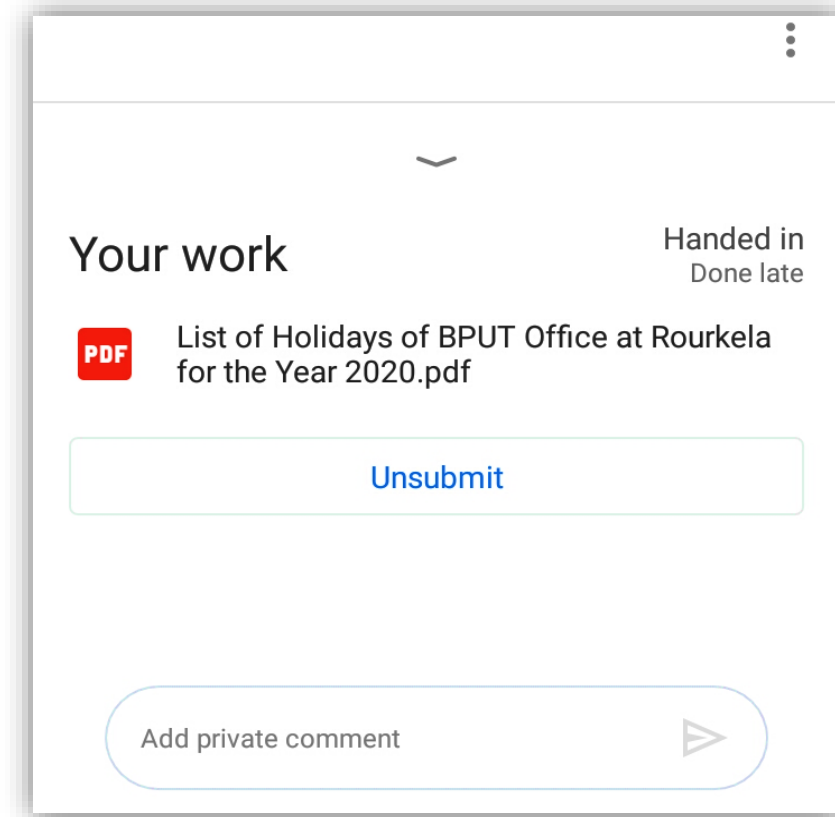
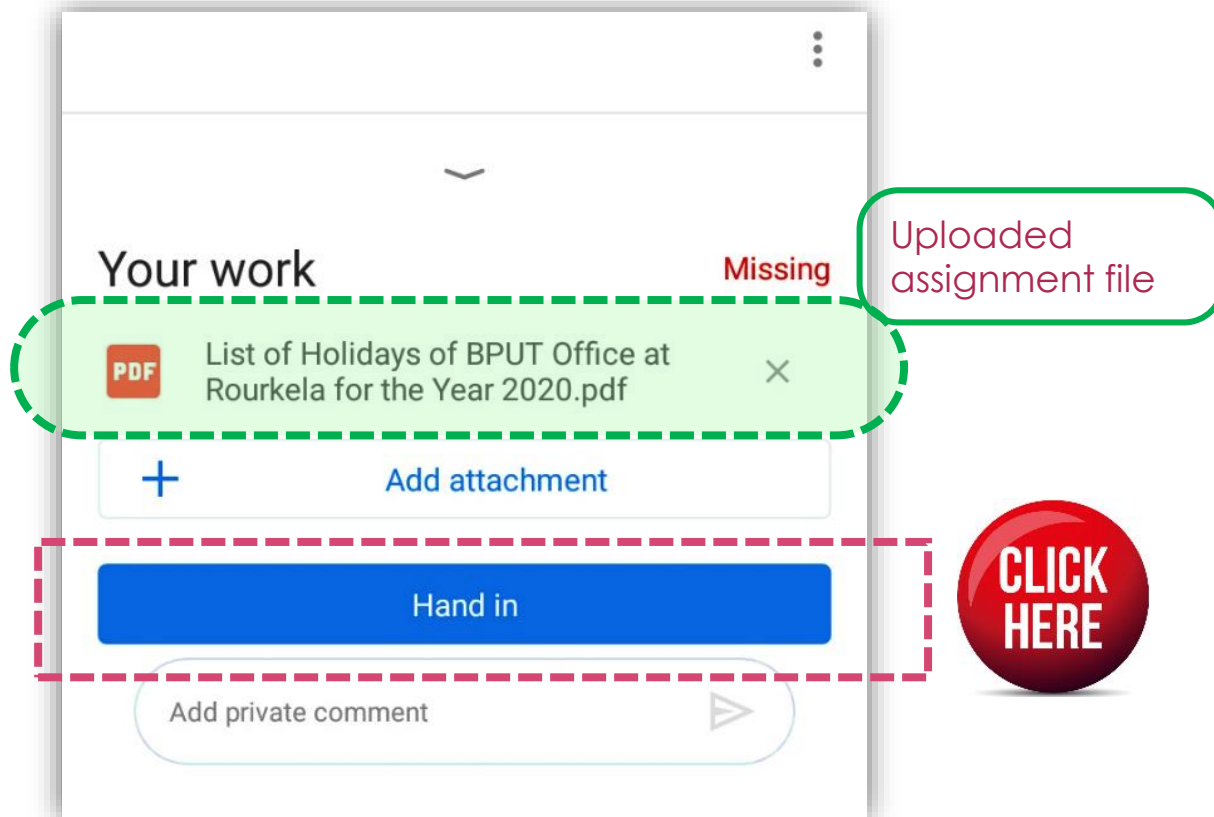
Now choose the appropriate option (Google Drive/any web link/any file from your phone memory) from where you may be able to choose your assignment file and upload it.



# Joining a classroom using Google Classroom App (Mobile)

Once the assignment file is uploaded, it will show up. Now click on “Hand in” button to submit it.

Once the assignment file is submitted, it will show as “Unsubmit”



Introduce yourself &  
Respect your peers

**Test your Hardware**

**Be Punctual**

Log-in on time

**Refer additional online resources**

**DO's**

Sit on a Table-chair!! Don't lie  
on a bed & take the class!!!

**Read the Syllabus**  
It's the roadmap

**Embrace  
being flexible**

**Set up your space**

Make sure its quiet  
& undisturbed

**Don't be a  
wallflower**

Don't be afraid  
to speak up

Don't disrupt the class  
Wait for your turn

# DON'Ts

Don't get  
discouraged

**NO**

Excuses for bad  
logistics

Don't get  
distracted by other  
**websites / pop-ups**

Any Doubts??!! Don't feel shy  
to contact:



Google Classroom

Technical Coordinators  
(Google Classroom):

**Mrs. Maya Acharya**  
(9437129676)

**Ms. Manisha Patsani**  
(7008097198)

Faculty coordinator:

**Ar. Rajsekhar Choudhury**



**THANK YOU!**

**All the Best!!**

**Welcome to PMCA!!!**