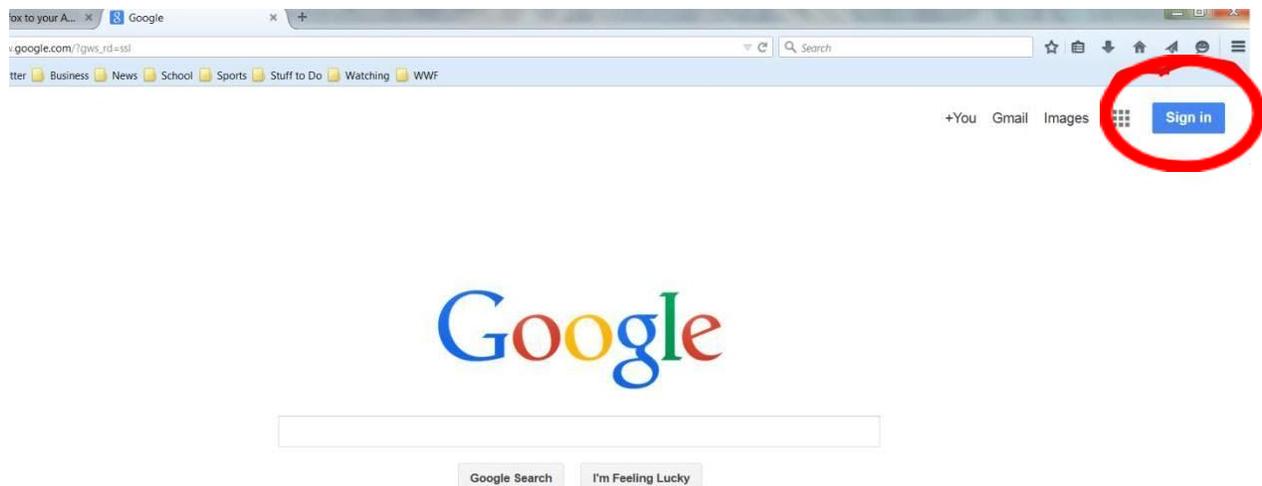# A guide to accessing Google Classroom from home:

Google Classroom can be accessed at home using mobile apps (Android and iOS), or via a web browser on a mobile phone, tablet, PC/laptop device.

<mark>**Pupils MUST sign in using their ourcloud.buzz username and passwords**</mark>. **Parents/Carers cannot access ourcloud.buzz, it must be via the pupil logins.**

Step 1: Sign in to your Google account by typing in www.google.com into your web browser and clicking the blue sign in button in the upper right corner of the screen.

OR

Enter the following url into your web browser:
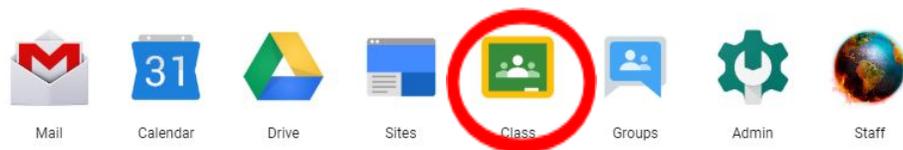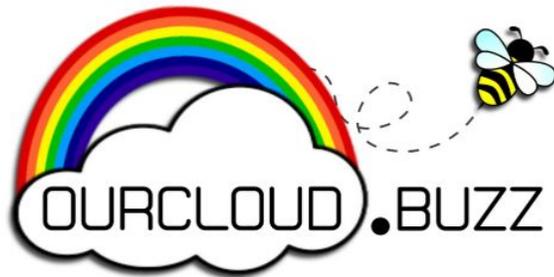
www.ourcloud.buzz

Your ourcloud.buzz login is:

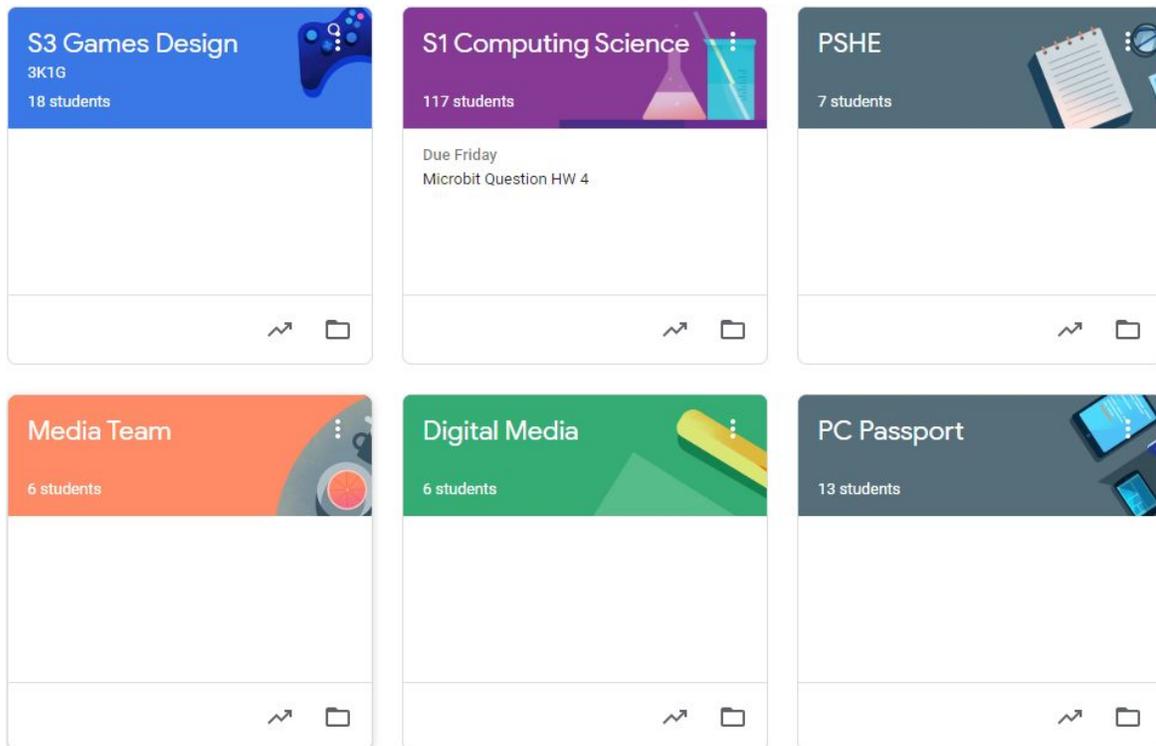| Email	Example
(firstname)[number]@ourcloud.buzz	joe13@ourcloud.buzz

Enter your password provided by your teacher.
*If you are having trouble logging in from home, make sure all other Google accounts (gmail) are signed out before you log in. If they aren't, you won't be able to log in.

Step 2: Go to Google Classroom by selecting the **"Class"** icon (circled in red below) from the Ourcloud.buzz home screen.

Step 3: Select your class from the windows/tiles shown (all classes you have already joined will be shown here) to access the Google Classroom for that subject:

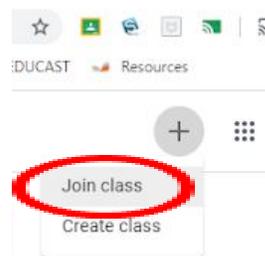**Step 4**: Joining a new class (using the class code issued by your teacher).

Note: A range of class codes are currently displayed on the Clydebank High School website homepage as well as on our school and department Twitter accounts.

- Select the + sign from the top right-hand corner

≡ **Google** Classroom   + ⋮⋮⋮

- Choose the '***Join Class***' from the drop down menu and enter the class code for the subject (the class code will be a combination of letters and numbers).

- Once you have entered the class code, the class will appear alongside all other classes you are already a member of and will be displayed in the window as shown in Step 3 above.

- Teachers may also have added you to their Google Classroom and if this is the case, you will see an option for you to accept that invitation to join that classroom in the window shown in Step 3 above. If teachers have invited you to their classroom, you do not need to enter the class code, just accept the invitation for that classroom.

Additional Information

Google Classroom can now be accessed using an Xbox One or PS4 console, selecting the "MyNISD Portal" and Google Classroom circled in red in the right hand photo (see photos below for guidance).