

# Google Classroom

## How to Access Google Classroom

Option 1: using a desktop browser  
on a Windows or Mac computer

Option 2: using apps on an iPad or  
Android device

**Note:** if you do not know what your Department of Education (DoE) user ID and password is please contact your teacher or the school.

## DoE Student Login

Login with your DoE account

User ID

Example: jane.citizen1

Password

Log in

[Forgot your password?](#)

## DoE Google account

Google

Sign in

Use your Google Account

Email or phone

[Forgot email?](#)

Not your computer? Use Guest mode to sign in privately.

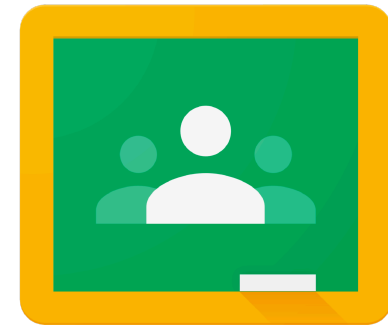
[Learn more](#)

[Create account](#)

Next

Your DoE Google account is your DoE user ID with @education.nsw.gov.au at the end.

# Using a desktop browser on a Windows or Mac computer to access Google Classroom

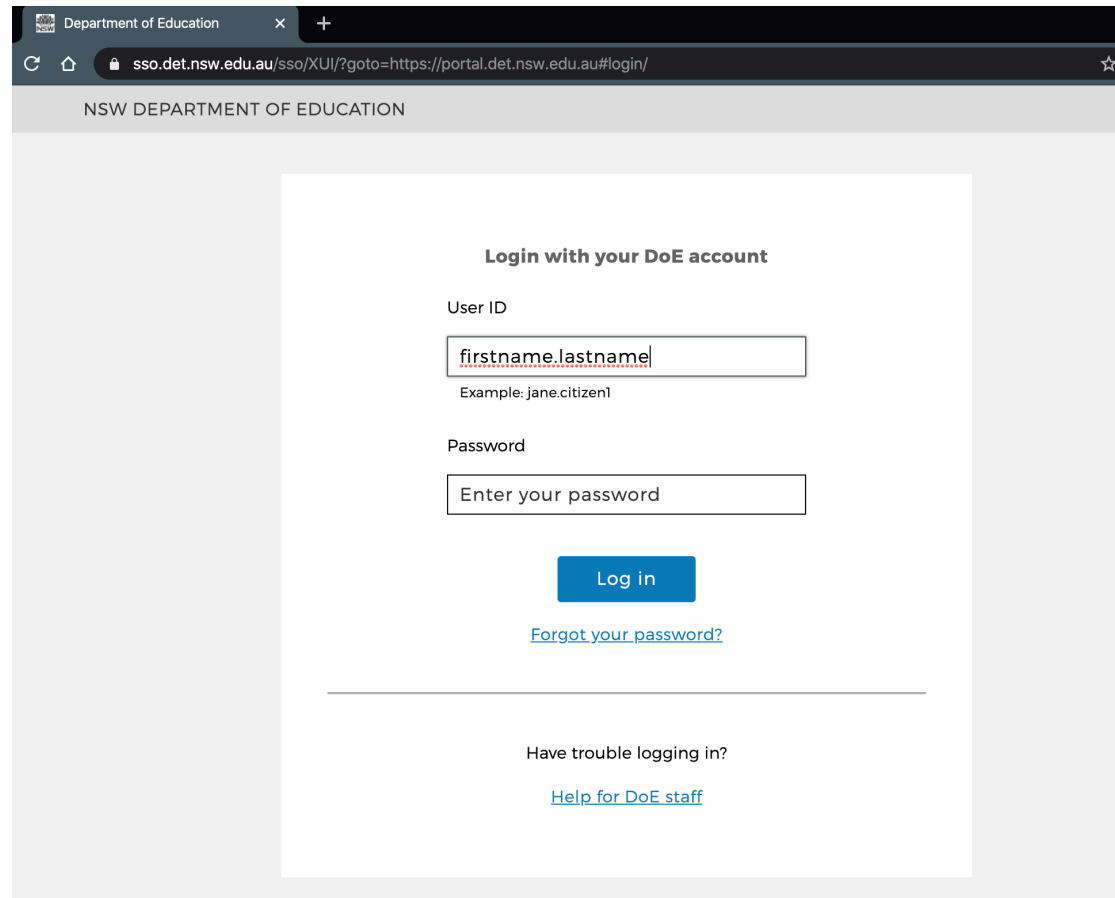


Google Classroom

Step 1. Go to <https://education.nsw.gov.au/>. Click on Log in and a drop down box will appear. Then click on Student Portal.

The screenshot shows a web browser window at the URL [education.nsw.gov.au](https://education.nsw.gov.au/). A yellow banner at the top contains a COVID-19 warning: "Wash your hands, cover your cough and stay home if you're sick. [Get the latest COVID-19 advice.](#)". Below the banner, the text "A NSW Government website - Education" is displayed. The NSW Government logo is on the left, and a navigation menu includes "News", "Early childhood education", "Public schools", "Teaching and learning", and "Student wellbeing". A "Log in" button with a user icon is in the top right. A dropdown menu is open from the "Log in" button, listing options: "Staff" (with sub-items: "Staff portal", "Inside the department (staff intranet)", "Edit this page"), "Students" (with sub-item: "Student portal"), "Other users" (with sub-item: "Extranet"), and "All users" (with sub-item: "Forgot password"). A blue arrow points from the "Log in" button to the dropdown menu, and another blue arrow points from the "Student portal" option to the right. The main content area features a "Learning from home" section with a red "Access our resources" button and a search bar for "public department content".

**Step 2.** Use your department username and password to login. If you do not know these please contact your teacher or the school.



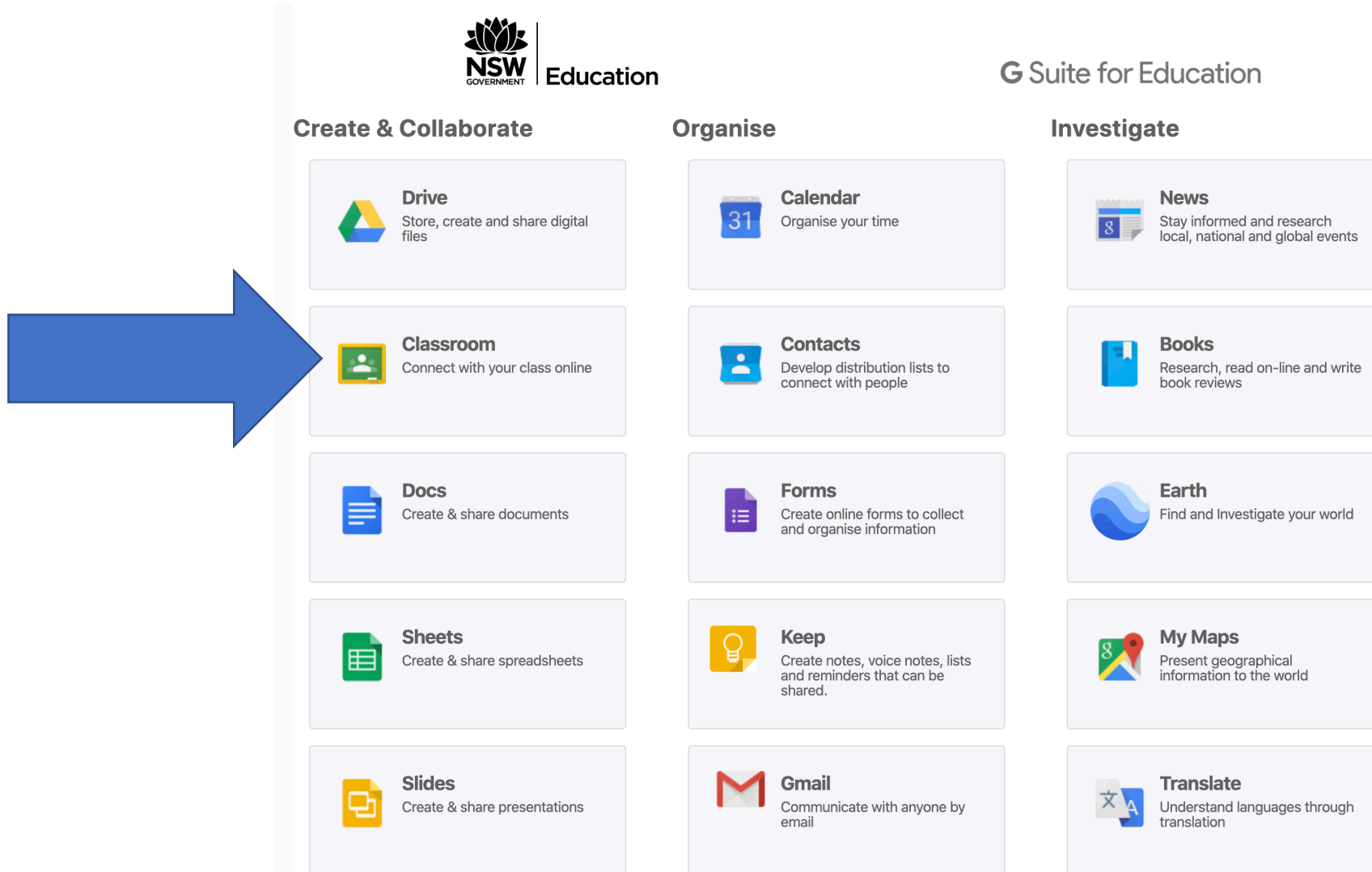
The screenshot shows a web browser window with the URL `sso.det.nsw.edu.au/sso/XUI/?goto=https://portal.det.nsw.edu.au/#login/`. The page header reads "NSW DEPARTMENT OF EDUCATION". The main content area is titled "Login with your DoE account" and contains the following elements:

- User ID:** A text input field containing the placeholder text "firstname.lastname". Below the field, an example is provided: "Example: jane.citizen1".
- Password:** A text input field with the placeholder text "Enter your password".
- Log in:** A blue button with the text "Log in".
- Forgot your password?:** A blue hyperlink.
- Have trouble logging in?:** A blue hyperlink labeled "Help for DoE staff".

Step 3. On the right hand side, click on the Learning tab. Find the G Suite (Google Apps for Education) and click on this.

The screenshot displays the NSW Department of Education Student Portal interface. The page is titled "Student Portal" and features a navigation menu on the left with options: Home, Email, Oliver Library, Help, Notifications, Change password, Secret Questions, Change Colours, Sign Out, and Feedback. The main content area is divided into three sections: Search, Calendar, and My bookmarks. The Search section includes a Google search bar. The Calendar section shows a date of 25 and a message requiring Google verification, with an "Authorise" button. The My bookmarks section has a "List name" field and a "Create new list" button. Below these sections is the "Learning" tab, which is highlighted with a blue arrow. The Learning tab contains a list of resources: Premier's Reading Challenge, eSafety Kids, G Suite (Google Apps for Education) (highlighted with a blue arrow), ABC LearnOnline, Adobe DoE software download, National Geographic, Microsoft Office 365, Digital Citizenship, NSW anti-bullying website, and Discovery Kids.

# Step 4. On this page, click on Classroom.



The image shows the NSW Education G Suite for Education dashboard. At the top left is the NSW Government Education logo. To the right is the 'G Suite for Education' logo. The dashboard is organized into three columns: 'Create & Collaborate', 'Organise', and 'Investigate'. Each column contains several application tiles with icons and brief descriptions. A large blue arrow points from the left towards the 'Classroom' tile in the 'Create & Collaborate' column.

**NSW GOVERNMENT Education** | **G Suite for Education**

**Create & Collaborate**

- Drive**: Store, create and share digital files
- Classroom**: Connect with your class online
- Docs**: Create & share documents
- Sheets**: Create & share spreadsheets
- Slides**: Create & share presentations

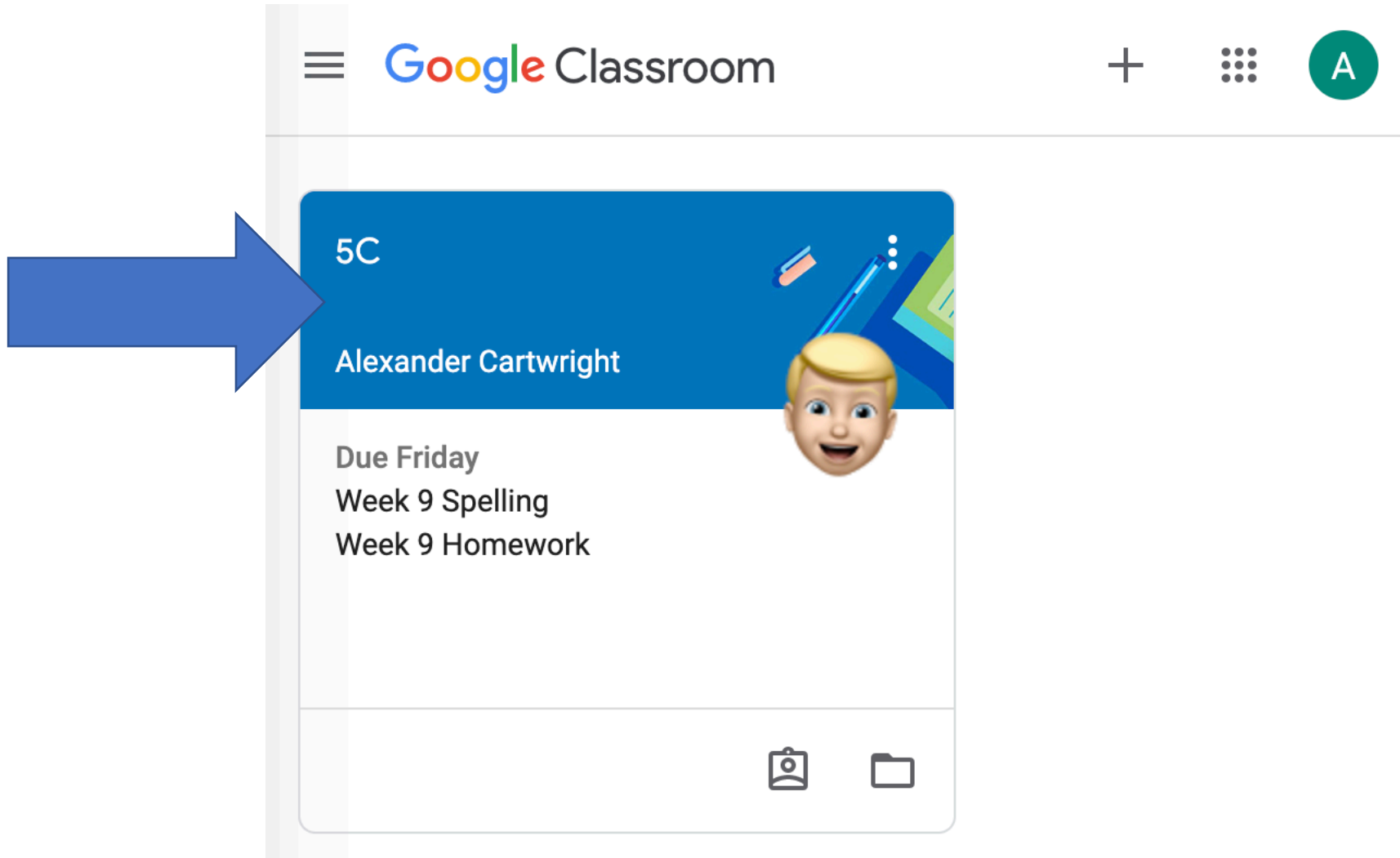
**Organise**

- Calendar**: Organise your time
- Contacts**: Develop distribution lists to connect with people
- Forms**: Create online forms to collect and organise information
- Keep**: Create notes, voice notes, lists and reminders that can be shared.
- Gmail**: Communicate with anyone by email

**Investigate**

- News**: Stay informed and research local, national and global events
- Books**: Research, read on-line and write book reviews
- Earth**: Find and Investigate your world
- My Maps**: Present geographical information to the world
- Translate**: Understand languages through translation

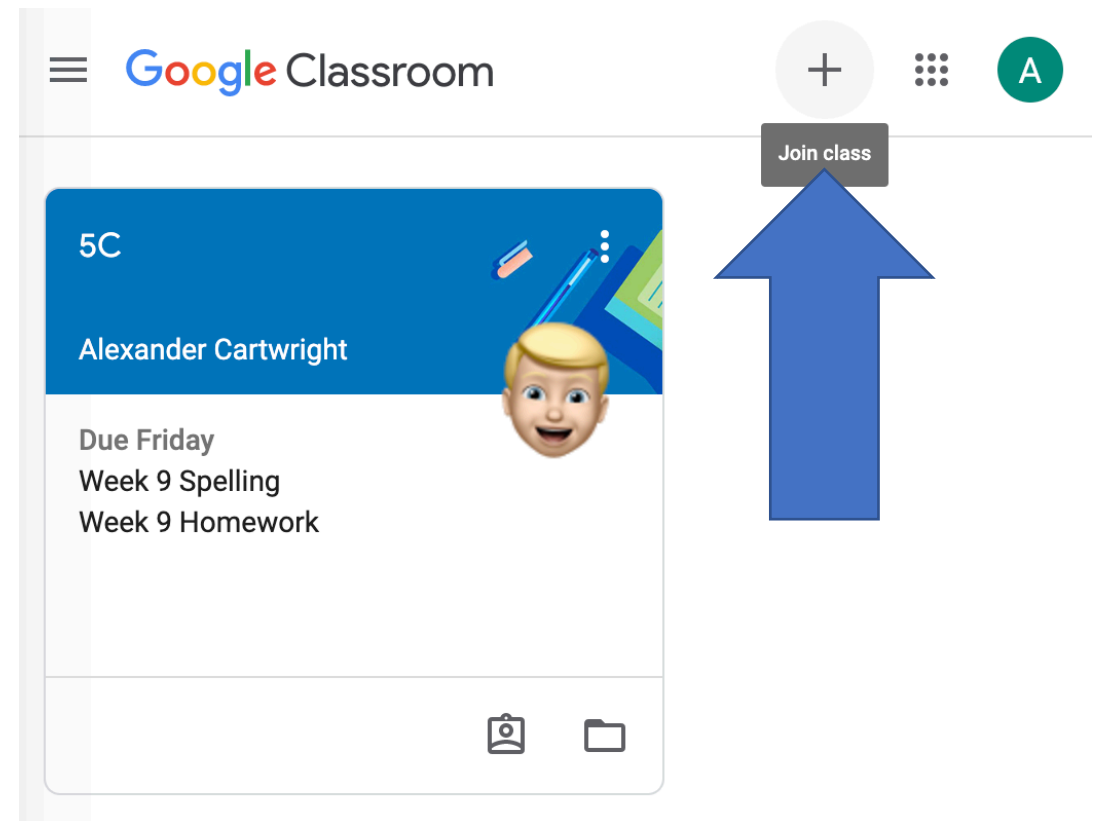
**Step 5.** If you have logged on before, your class will be here.





If you have not logged on before, you will need to click on the + sign in the top corner and Join class.

It will then ask you for a code. If you do not have this code, contact your teacher or the school.



# Using apps on an iPad or Android device to access Google Classroom



Google Classroom

**Step 1.** Install these four apps to your device:



Google Drive



Google Docs



Google Slides



Google Classroom

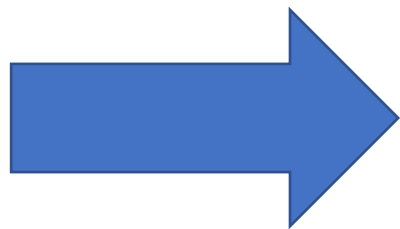
# Step 2. Open the Google Drive app.



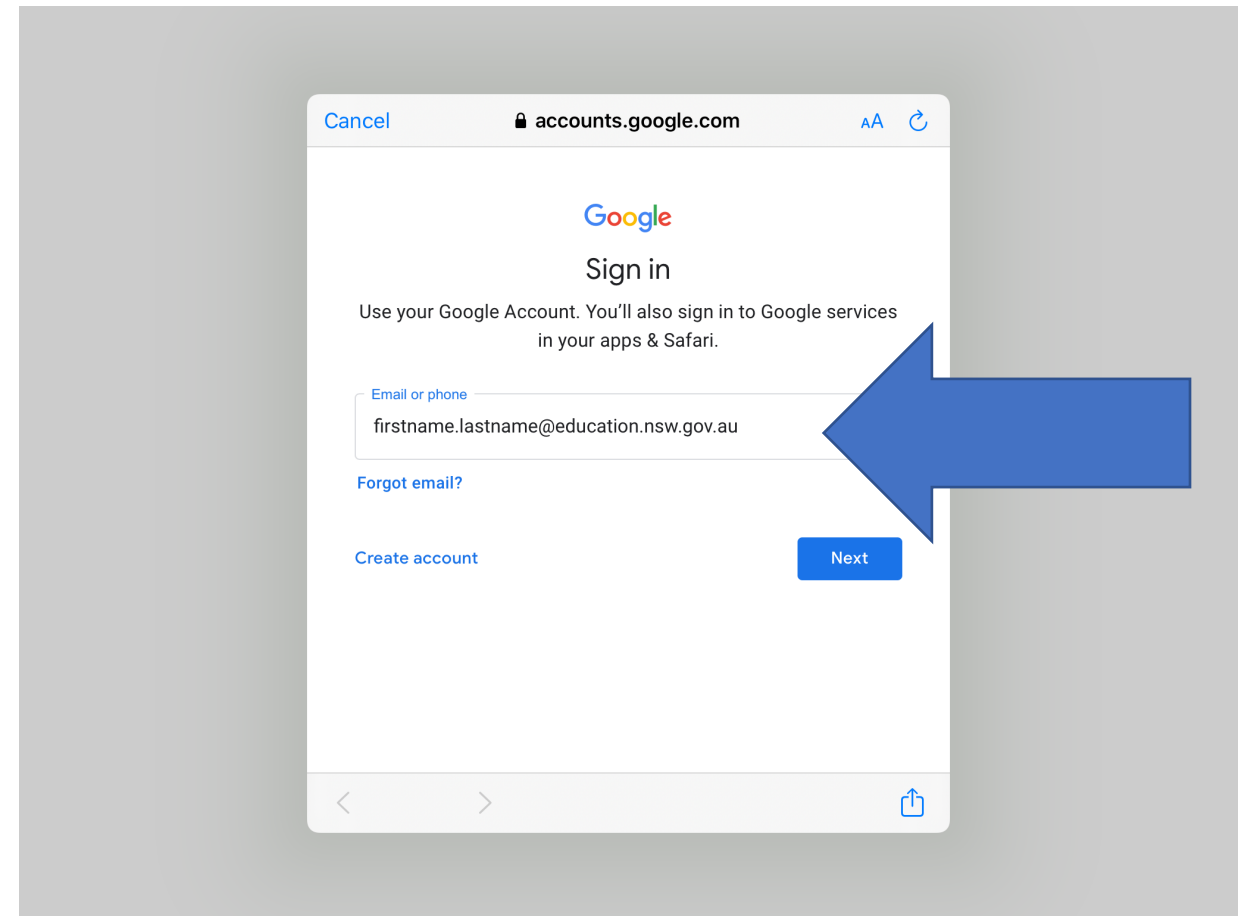
**Step 3.** Click Sign in. Enter your DoE Google account and click Next. If you do not know this please contact your teacher or the school.



Google Drive



Sign In



**Step 3.** Enter your department username and password to login. If you do not know these please contact your teacher or the school.

Cancel saml.det.nsw.edu.au AA ↻

NSW Department of Education

**Login with your DoE account**

User ID

Firstname.lastname  
Example: jane.citizen1

Password

Enter your password

Log in

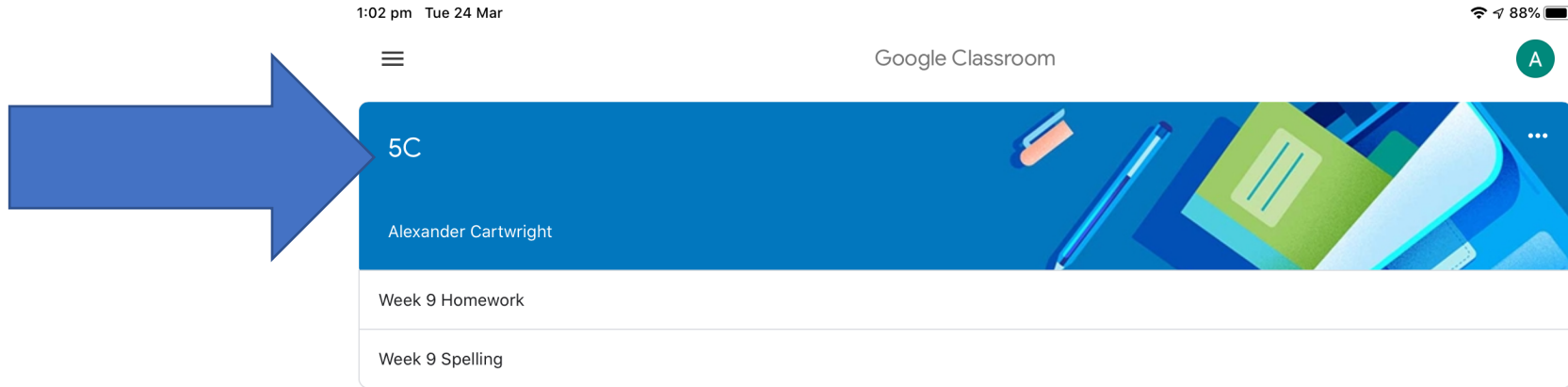
[Forgot your password?](#)

[Have trouble logging in?](#)

Step 4. Once signed in, all four Google G Suite apps will be ready for use. Open the Google Classroom app.

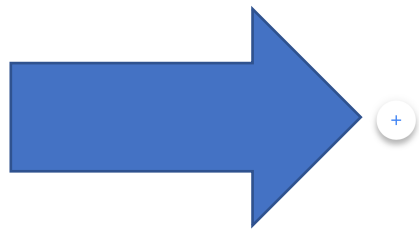
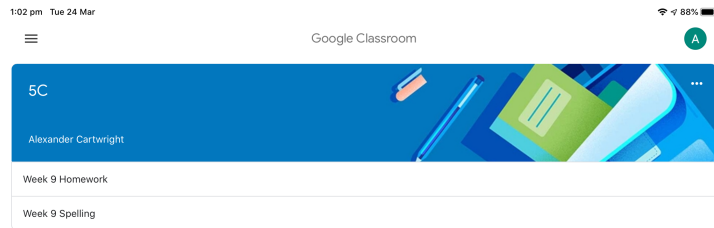


Step 5. If you have logged on before, your class will be here.





If you have not logged on before, you will need to click on the  $\pm$  sign in the bottom corner to join the class.



It will then ask you for a code. If you do not have this code, contact your teacher or the school.

