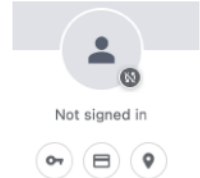# How to Turn in an Assignment on Google Classroom

Why Use Google Classroom?

Google Classroom is integrated into Google Drive, which enables you to collaborate with others on almost any device. Instructors can work with students in real time on their projects, and multiple students can participate in activities simultaneously. Assignments and grades are presented and archived in one easy-to-access location.

Joining Google Classroom

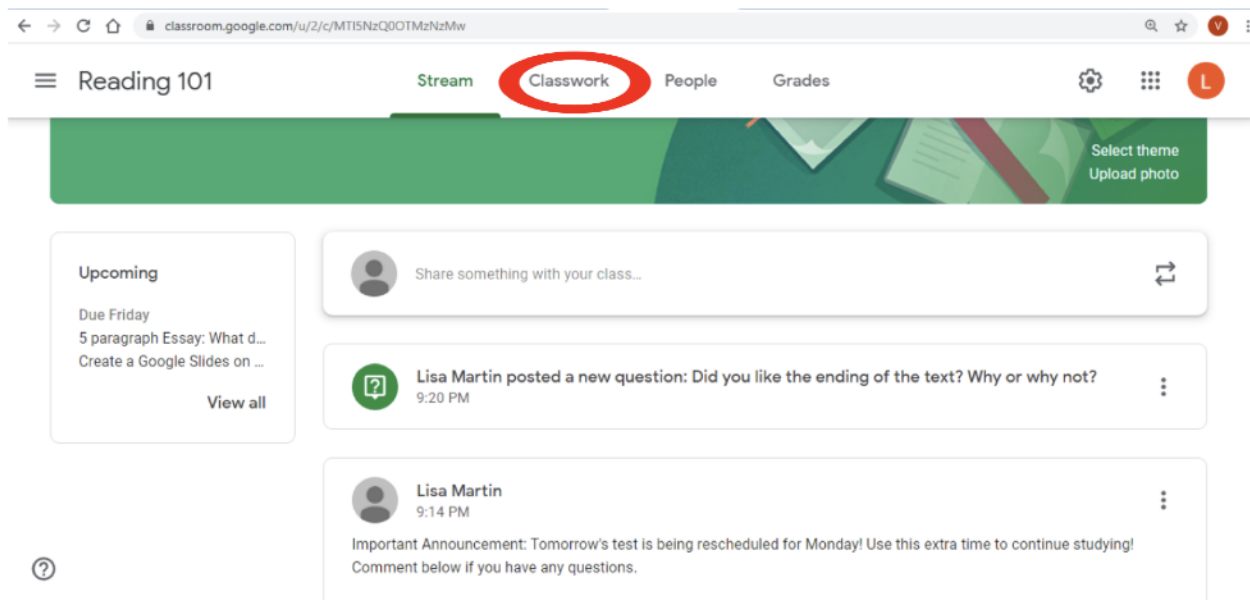Go to https://classroom.google.com and make sure that your initials are displayed in the colored circle at the top right-hand corner of the homepage. If they aren't, click on the gray profile icon (picture here to your right) and either sign-in to Google with your email and password or, if need be, create an account. If you haven't signed up for any courses on Google Classroom yet, be sure to see your instructor for the course code for your class.
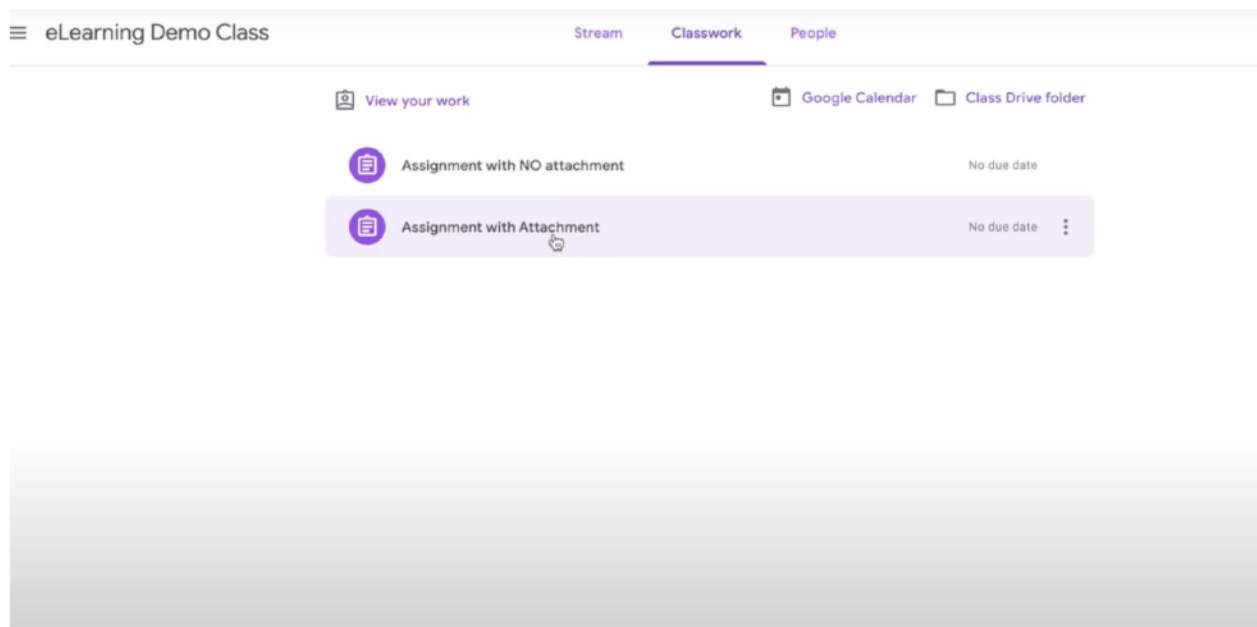
Once you've logged in and you have your course code, click on '+' just to the left of your initials at the top right-hand corner of the Google Classroom homepage. Select 'join' from the dropdown menu and type in the course code your instructor has provided. Remember that your code is case sensitive, and mistyping it may result in an error message, so type carefully.
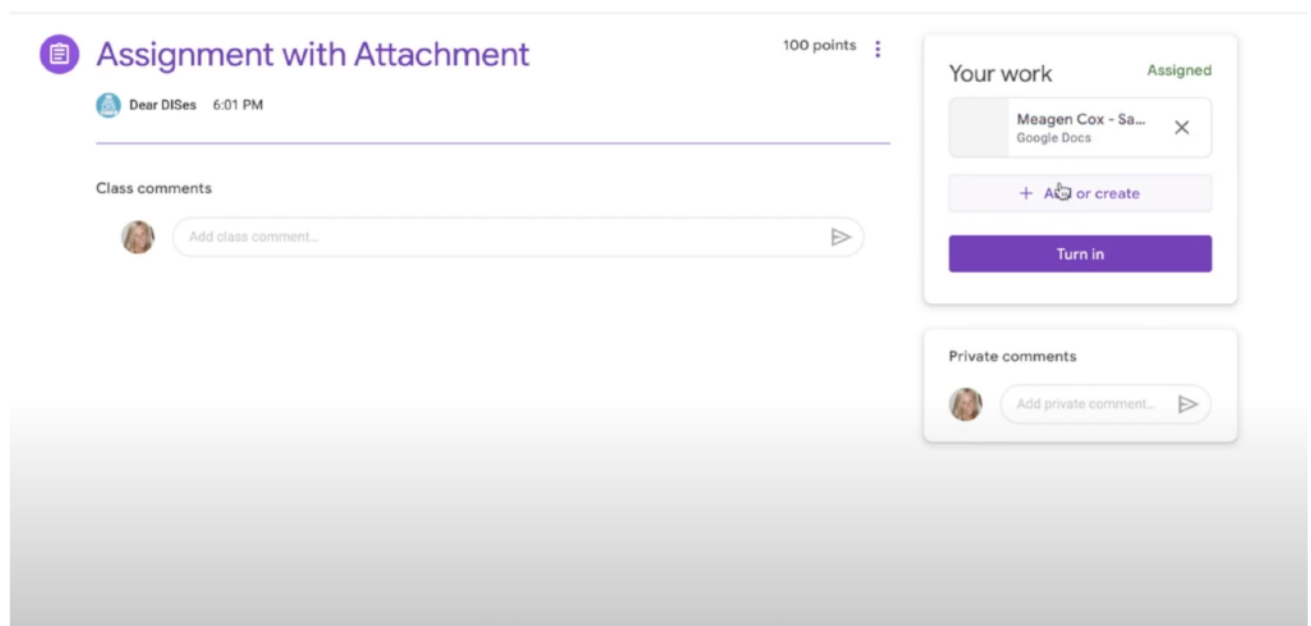
Using the 'Classwork' Tab

Once you've joined your class, an icon for the course will be prominently displayed on the Google Classroom homepage. Click on the icon for your class and find the Classwork tab near the center of your course's splash page (pictured here below).

Click on the Classwork tab and locate the assignment that you need to complete and turn in.

Click on the assignment to open it, and carefully follow your instructor's directions for completing it. Click on the '+ add or create" button located on the right hand side of your screen (pictured below) to attach your work to your submission.

When you've attached your file ready to submit your work, click 'turn in' on the right.

Additional Resources

For those relying on a smaller screen, a simplified, illustrated version of this tutorial can be found by clicking here. Don't hesitate to e-mail lannaperkins@outlook.com with any questions, concerns, or recommendations you may have.