



ACTIVATING A STUDENT GOOGLE ACCOUNT

A student Google account has been created for your student. The account does not permit students to send and receive emails. Google Classroom, a component of the Google account, will be used by your child's teacher as a learning platform between the teacher and student. The first step to using Google Classroom is to activate your account. Google accounts work best using the browser Google Chrome but will also work with other browsers. Google support has great step by step instructions for activating the account that includes pictures for the visual learner. The instructions can be found at <https://support.google.com/edu/classroom/answer/6072460?co=GENIE.Platform%3DDesktop&hl=en&oco=1>. The site includes steps for a computer, android device, iPhone or iPad. Android and Apple devices will require that a Google Classroom App be downloaded.

Please follow the steps below to activate your account on a computer.

1. Go to classroom.google.com and click "Go to Classroom".
2. Enter your username and click "Next".
 - Your username/email is your student ID number followed by @pgschools.net
 - For example, Joseph Smith with an student ID number of 147459402 would have a username/email of 147459402@pgschools.net .
3. Enter your password and click "Next".
 - Your password is your birthdate in the format MMDDYYYY.
 - For example, if Joseph Smith was born on May 4, 2012, his password would be 05042012. If the month and day are single digits, you need to add a zero before it.
4. If there is a welcome message, read it and click "Accept".
5. Click "I'm A Student".
6. Click "Get Started".
7. You will see classrooms you are enrolled in or your teacher will provide you with a class code that will allow you to join the class.

Joining A Class With A Class Code

1. While logged into Google classroom, click the "+" near the upper right corner.
2. Click "Join class".
3. Enter the class code your teacher gave you and click "Join".

