# How do Create A Google Classroom?

Setting up a Google Classroom is done by signing into classroom.google.com under your south-mont.k12.in.us Google Account. Follow these steps to get started.

1. Open up your Google Chrome Browser (Fig. 1).



Fig. 1:  Open your Google Chrome Browser

2. Go to classroom.google.com and login with your southmont.k12.in.us Google Account.

3. In the upper right-hand corner, you will see your account name with a "+" beside it (Fig. 2). Click that.  You then will be given two options:  Join a Class or Create a Class.  "Join a Class" would be what you would do to join a classroom that someone else has created (i.e. — Mrs. Welcher's Google Help class — you click that and enter the code for her class).  "Create a Class" is for you to start your own class.  You would then provide your students the class code for the class you just created so they can join your class.
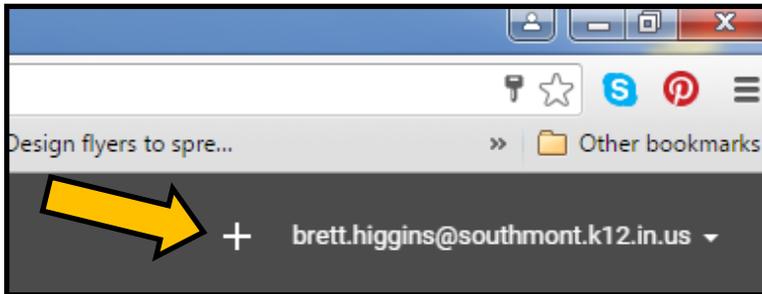


Fig. 2:  Adding a new class.

4. You would then create a class name for your class, and provide it a section number if you wish (doing so will help you keep your classes organized and easy to recognize). (Fig. 3)
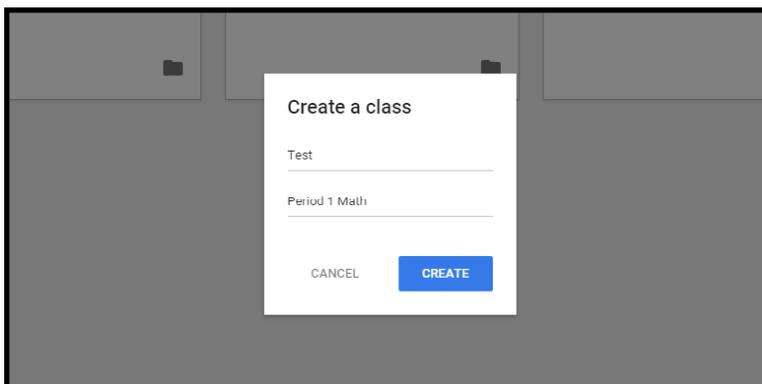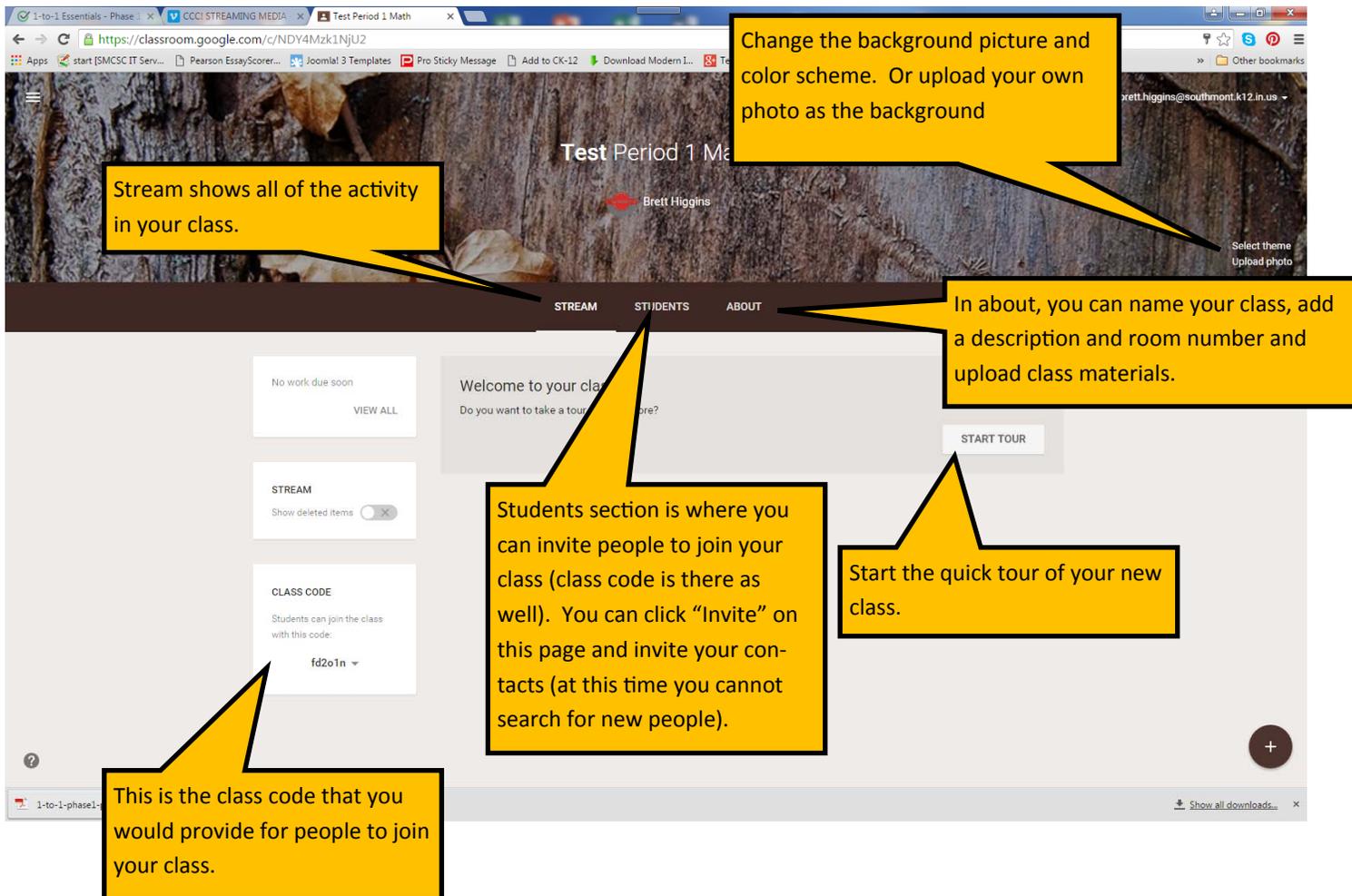


Fig. 3:  Naming your new class.

5. Once you have created and named your new class, you will have several options—initially you will be given the option of taking a short tool to show you some main features of your class. (Fig. 4).

Fig. 4: Overview of Your New Class



6. For more information about setting up classes, be sure to visit our department's webpage on the district website or go to https://edutrainingcenter.withgoogle.com/resources/tools.

If you need assistance, please contact the Helpdesk at x1234, techhelpdesk@southmont.k12.in.us or helpdesk.southmont.k12.in.us or by contact Mrs. Welcher.