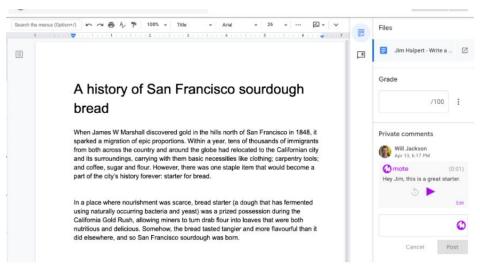
The 'mote' Google Chrome extension is one of the ways in which staff can leave recorded oral feedback for pupils on assignments in the Google Classroom.

If pupils have the 'mote' extension installed, they will see the purple play icon, which they click to hear the feedback.





Will Jackson 5:31 PM
Click to hear or read my voice
note... https://mote.fyi/adcern5

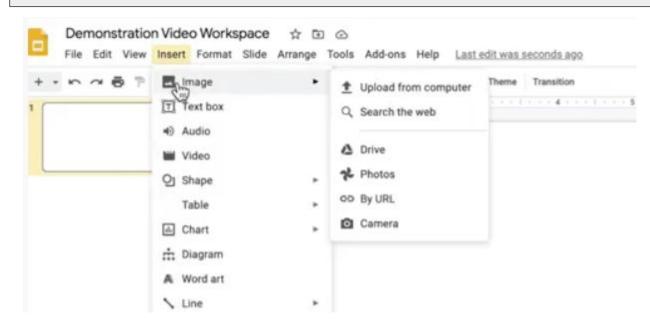
If pupils do not have the 'mote' extension installed, they will instead see a hyperlink, which they click to hear the feedback.

If you would like the extension to be installed, simply type into the Google search box 'mote' and it will take you to the chrome web store. Select 'Add to Chrome'. This tutorial demonstrates: Mote- How to Install



Some tasks may involve pupils adding images or photographs to slides. This tutorial demonstrates the different ways that this can be achieved:

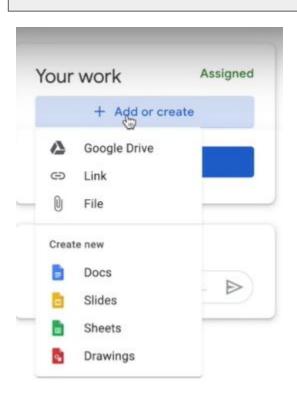
Adding Images to Google Slides





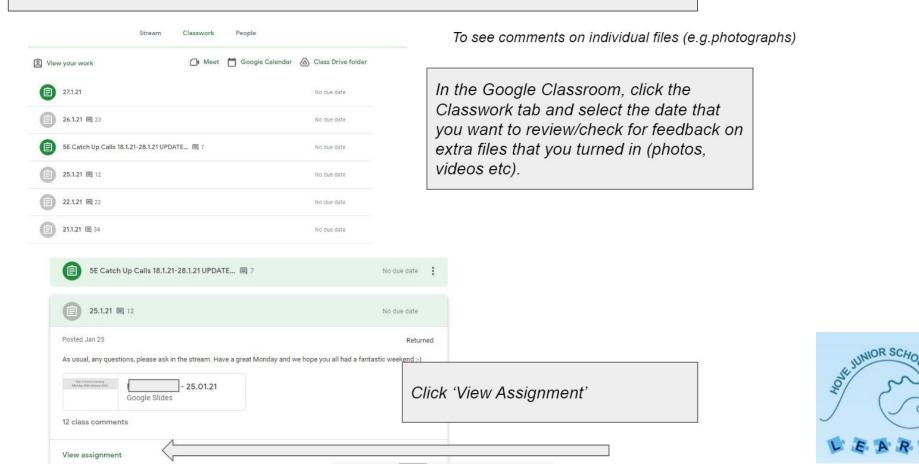
Some pupils submit photographs as separate files alongside their assignments. This is an opportunity to show us their learning that takes place outside of typed responses in assignments. This tutorial demonstrates how to do this.

Upload photographs alongside assignments



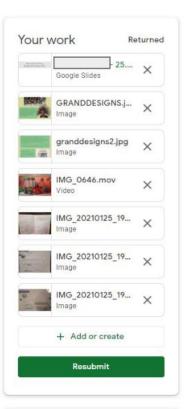


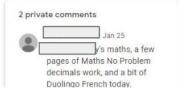
To see any adult comments on these photographs is a bit trickier than seeing the comments in Google Slides.



As usual, any questions, please ask in the stream. Have a great Monday and we hope you all had a fantastic weekend

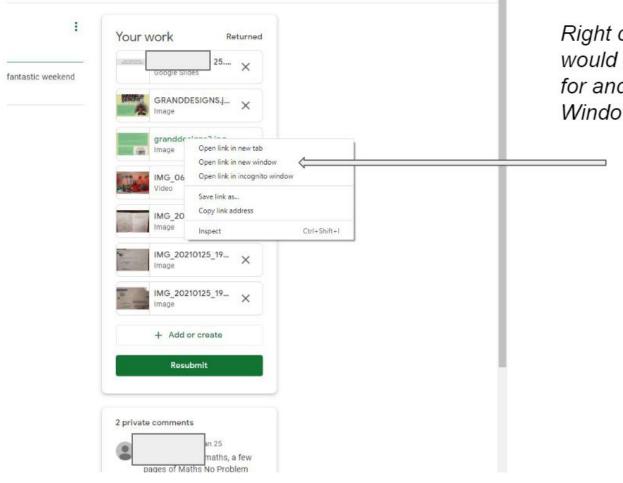
12 class comments





Here you will see all the files and the assignment. You will also see the private comment for the whole assignment at the bottom.





Right click on the file that you would like to see the comment for and select 'Open in New Window'



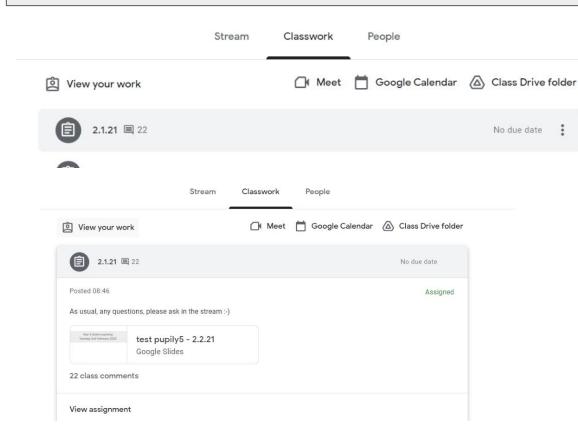


The image will open in the new window and the comment will appear.



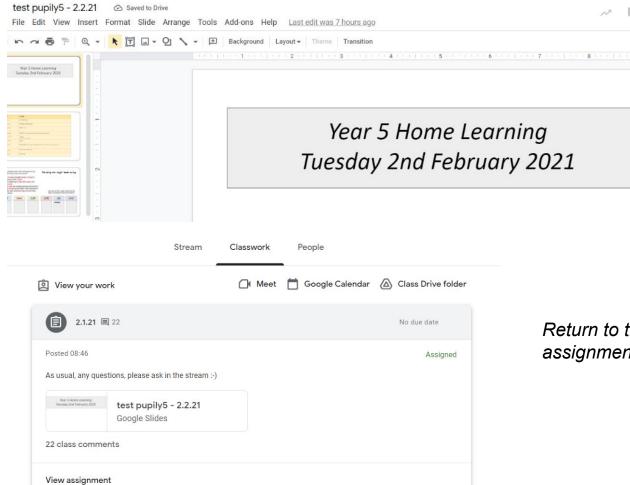
Pupils must remember to 'Hand In' assignments for adults to know that they have completed the remote learning and then take the opportunity to provide feedback. See below for how to do this.





Enter the Google Classroom and select the 'Classwork' tab. Find and click on the assignment. (You can also find the assignment in the class stream.)

The tab will expand, allowing you to click on the 'View Assignment' tab or you could click on the Google Slides thumbnail. This will open the assignment. Depending on your device, the slides may open fully or you may have a 'present view' where you can not edit. If this appears, click the three dots on the far right and select 'Open in new window'. Then select 'open in Google Slides'.

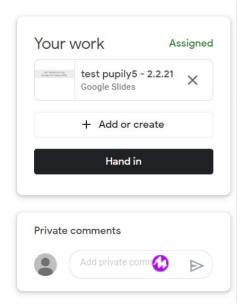


The file will open, allowing you to interact with the assignment and add responses. When all finished, close the webpage.

Return to the 'Classwork' tab and click 'View assignment'.







This is where you can 'Hand in' which sends the assignment to the staff member to review. Here is where you can also add any photographs or extra documents that you would like to share.

When the assignment has been reviewed and returned by an adult, return here to see any comments. There may also be comments on individual pages of the assignment. Open the assignment fully (by clicking on the Google Slides thumbnail) to review these. To see comments on individual photographs, please see the earlier section of this tutorial guide.



If using an iPad to access assignments in the Google Classroom, we have found that going through the Safari browser and not through the app, allows the audio and video clips to play. We are aware that using the platform can be trickier using an iPad (the need to download the Google Slides and Meet applications for example). Please speak to the class teacher if this is impacting on the remote learning and we will do our best to support.

