**Accessing Google Classroom**

Go to **portal.boothamschool.com**

**Login** at **left hand side of screen** with **user name.**

 **e.g freddy.ashforth**

below **add your password** (to follow)

**press login**

go to **BJS portal**

click on **Google Classroom** pencil

click **verify**

Clicking on the small square of 9 dots at the top right will bring up a menu

Either click on **Classroom** for assignments (year 3 will not be using this feature at present) or **Meet** to join in with a live chat to teachers

To join a **Meet** choose this icon from the 9 dots menu

At **Join or start a meeting** enter the meeting code and click **join now**

**For the meeting on Thursday 16th April at 1.30 the code is;**

**ejukyaezuv**