



Teacher Guide: Creating a Google Classroom Assignment from ConnectED

This guide shows teachers how to create a Google Classroom assignment while using ConnectED lesson resources.

1. Once you have located the lesson resource inside ConnectED click the **Tools** icon and select **Share with Google Classroom**.

Note: If you do not see the Share to Google Classroom option, you will not be able to share out that resource to Google Classroom.

The screenshot shows a search results page titled "All Resources" with "Results Per Page" set to 12 and "Page 1 of 2". Three resource cards are visible:

- Guided Reading Activity: Lesson 1 - No Taxation**: Includes a document thumbnail and a circled "Tools" button.
- Guided Reading Activity: Lesson 1 - No Taxation**: Includes a document thumbnail and a circled "Tools" button.
- Taxation Without Representation**: Includes a video thumbnail and a circled "Tools" button.

Below the first card, a dropdown menu is open, showing options: "Open this Resource", "Details", "Standards", "Assign this Resource", and "Share with Google Classroom" (which is circled).

2. **Select the class & Action** for the ConnectED resource you are sharing. Click **Go**.

Note: for the purpose of this guide I have selected the Create Assignment action.

The screenshot shows the "Share to Classroom" dialog box. At the top is a "Share to Classroom" header with a person icon. Below it is a dropdown menu for the class, currently showing "Training Class" (circled). Below the class selection is a "Choose action" dropdown menu (circled) with the following options:

- Create assignment
- Ask question
- Make an announcement
- Create material

GO

3. The assignment details will be displayed and the teacher can make any necessary adjustments.
- A. Title: the name of the ConnectED lesson resource.
 - B. Instructions (optional): specific instructions for the students to do with the resource.
 - C. ConnectED lesson resource that is being assigned to the students.
 - D. Point value for the assignment.
 - E. Due date for the assignment.
 - F. Click **Assign** to finalize the process.

The screenshot shows the 'Assignment' creation page. At the top right, there is a yellow callout 'F' pointing to an orange 'Assign' button. The main form is divided into two columns. The left column has a 'Title' field with the text 'Guided Reading: CH 5 Lesson 1 - No Taxation Without Representation' and a yellow callout 'A' pointing to it. Below the title is an 'Instructions (optional)' field with the text 'Upload your document with your answers back to GC assignment.' and a yellow callout 'B' pointing to it. At the bottom of the left column is a resource card with a thumbnail, the title 'Guided Reading Activity: Lesson 1 - No Taxation Without Representation', and a URL. A yellow callout 'C' points to this card. The right column contains settings: 'For' (Training Class, All students), 'Points' (100) with a yellow callout 'D', 'Due' (Thu, Apr 30) with a yellow callout 'E', and 'Topic' (No topic).

4. You will get a confirmation window letting you know that you posted to your Google Classroom. Click **View** if you wish to see a list of the items you have posted for your class.

