

Activate Google with CCS Email

In order to use the Google for Education features, you will need to activate Google with your CCS Email. Please follow the directions below.

1. www.google.com
2. Top, right corner select "Sign In"
3. Activate using your CCS email and CCS email password
4. If you get a message about contacting CCS Administrator, you will need to hit Control+Alt+Delete and change your CCS password. You will then return to #1.

For students to access Google for Education features:

1. www.google.com
2. Top, right corner select "Sign In"
3. Activate using the student ID followed by @columbus.k12.oh.us.
Ex: 154432@columbus.k12.oh.us
4. Use their birthday as their password. Ex. 03-30-2000

Note: This will **not** give them access to Gmail.

Google Classroom

Classroom is a free web-based platform that integrates your Google Apps for Education account with all your Google Apps services including Google Docs and Google Calendar. It is designed to save you time and paper. Classroom also creates Drive folders for each assignment and for each class to help keep everyone organized. Teachers can attach material from their Drive folders to assignments they create. Students can also attach files from their Drive folders to coursework they submit in Classroom. Any files submitted as part of an assignment are automatically stored in Google Drive. Students can keep track of what's due on the assignments page and on Calendar and begin working with just a click. Teachers can quickly see who has or hasn't completed the work and provide direct, real-time feedback as well as grades right in Classroom.

1. <https://classroom.google.com>
2. Log in using your CCS email and CCS email password