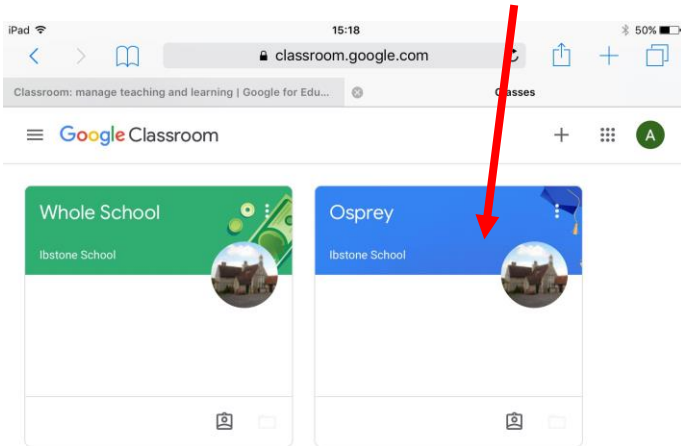
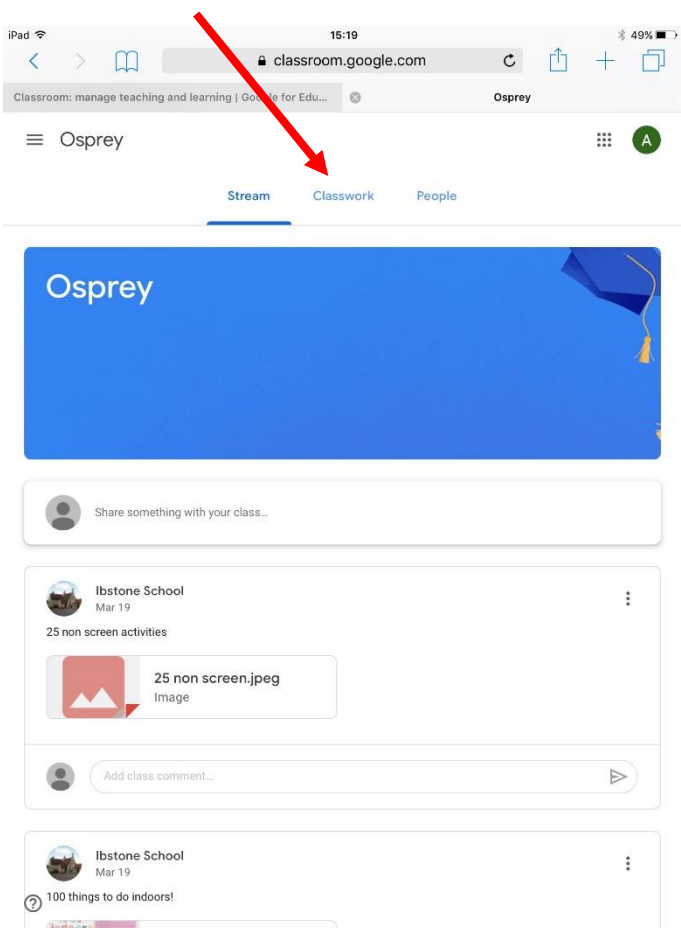


## How to submit work by uploading photos to Google Classroom

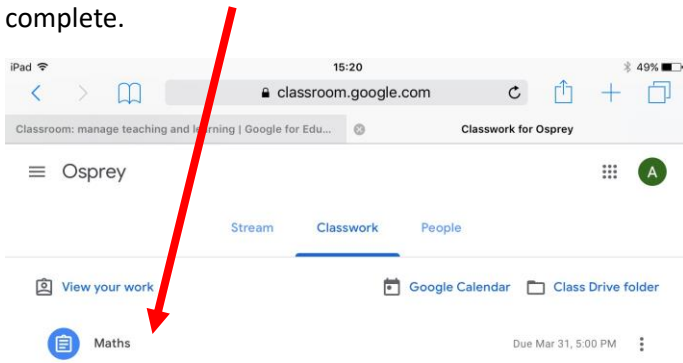
Login to Google Classroom and go to your class page.



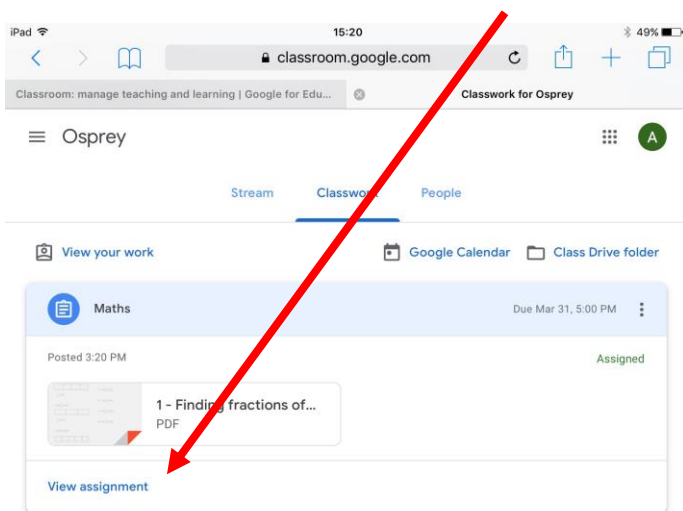
Select the **classwork** tab.



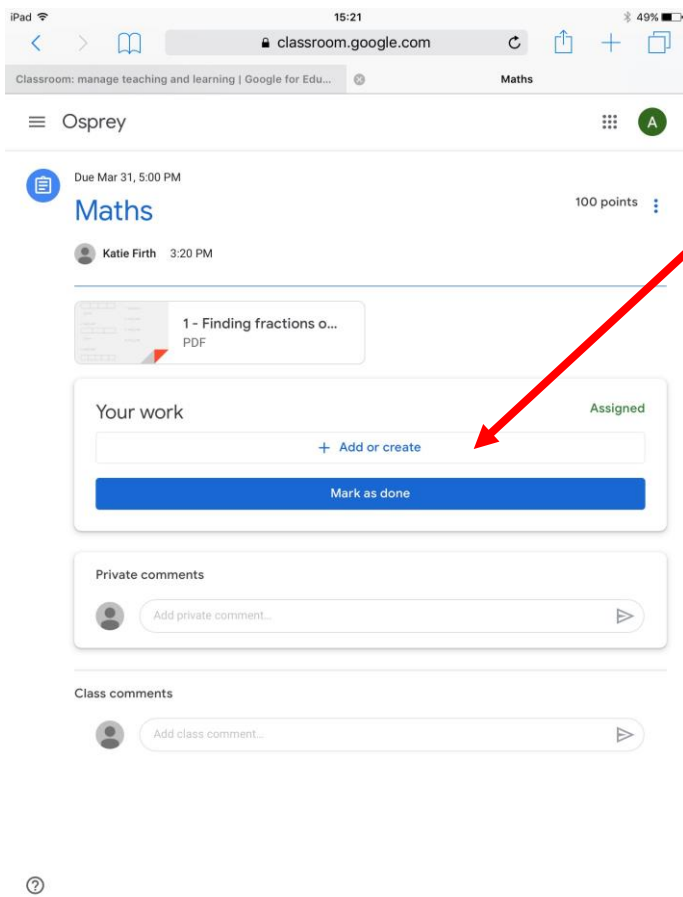
Here any work that has been set by your teachers will be shown. Click on the piece of work you would like to complete.



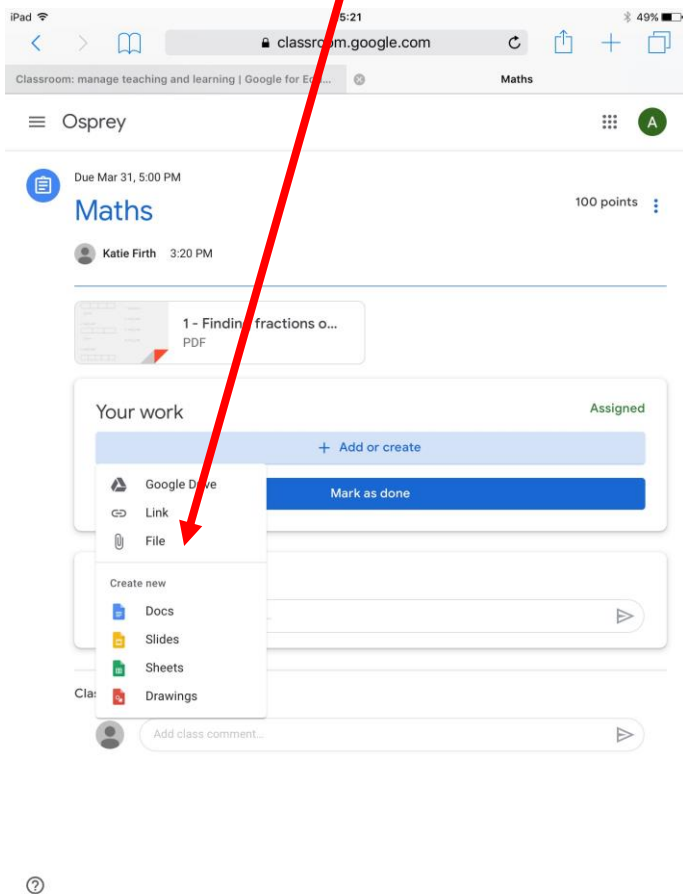
Open the piece of work by clicking 'view assignment'.



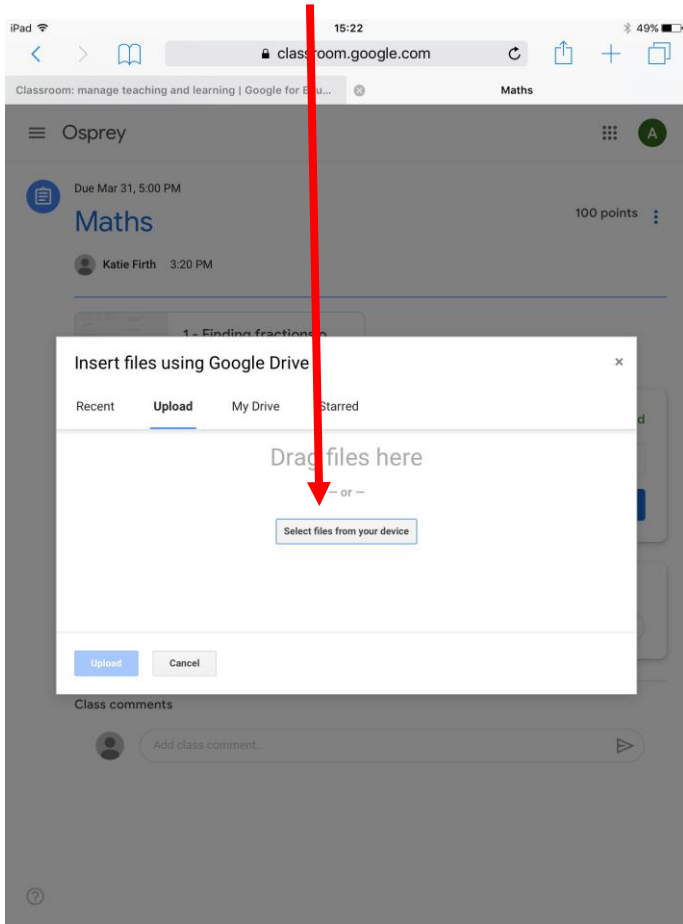
To upload a photo of the work, you have completed in your book, click the 'add or create' button.



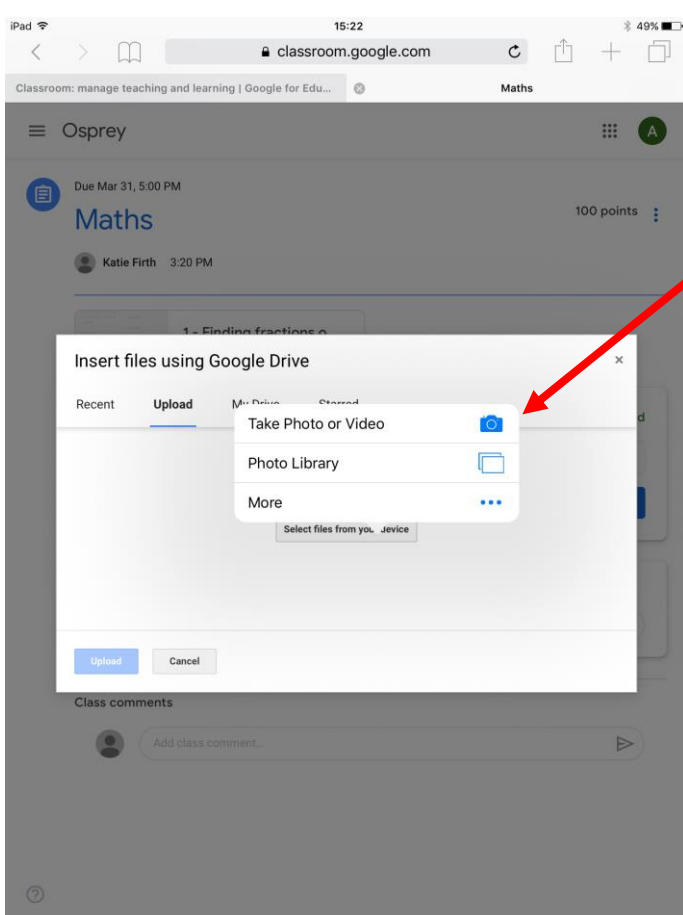
To upload a photo select 'file'.



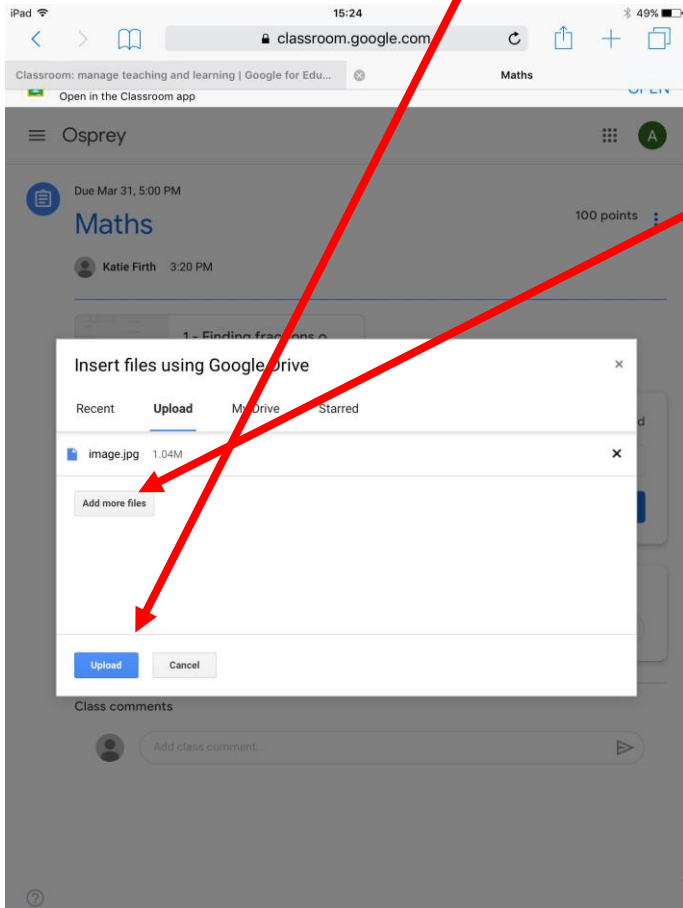
Click 'select files from your device'.



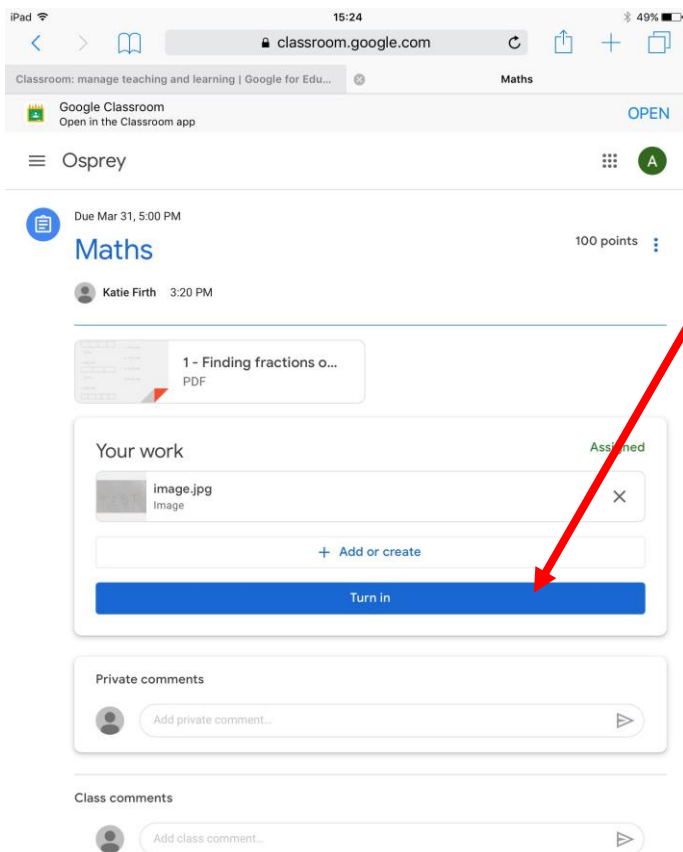
This will then allow you to take a photo of the work using the iPad – click 'take photo or video'.



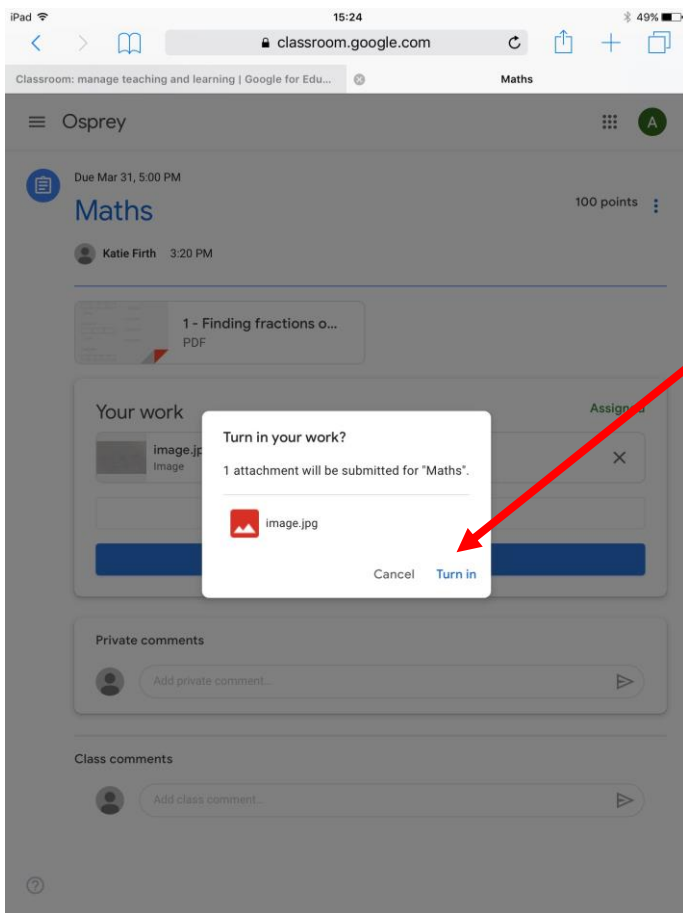
Once you have taken the photo click **upload**, if you need to add more than one photo click **'add more files'** and repeat the process.



Your photo will appear and then you can submit your work by clicking **'turn in'**.



This screen will appear and you will need to confirm that you want to submit the work. Click **'turn in'** to confirm.



Your teacher will then be able to see that you have completed the work and uploaded an image.