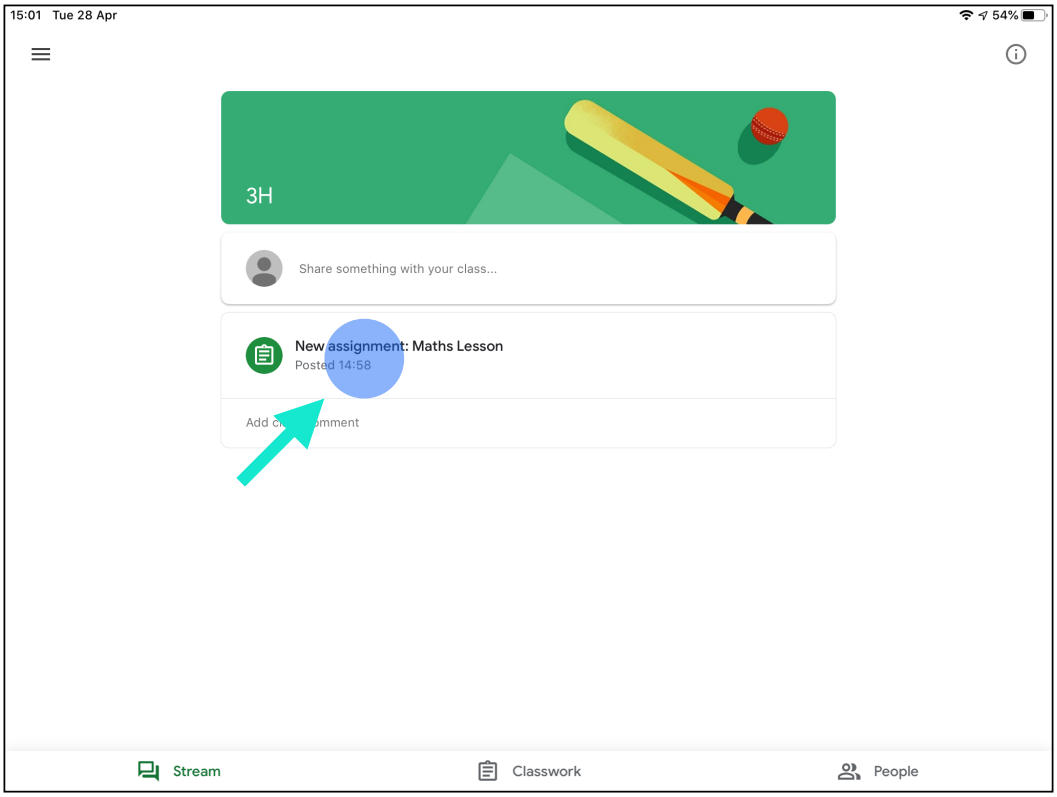
How to:

Upload photos of work to Google Classroom

These light blue circles show you where you should be tapping on your screen for each step!

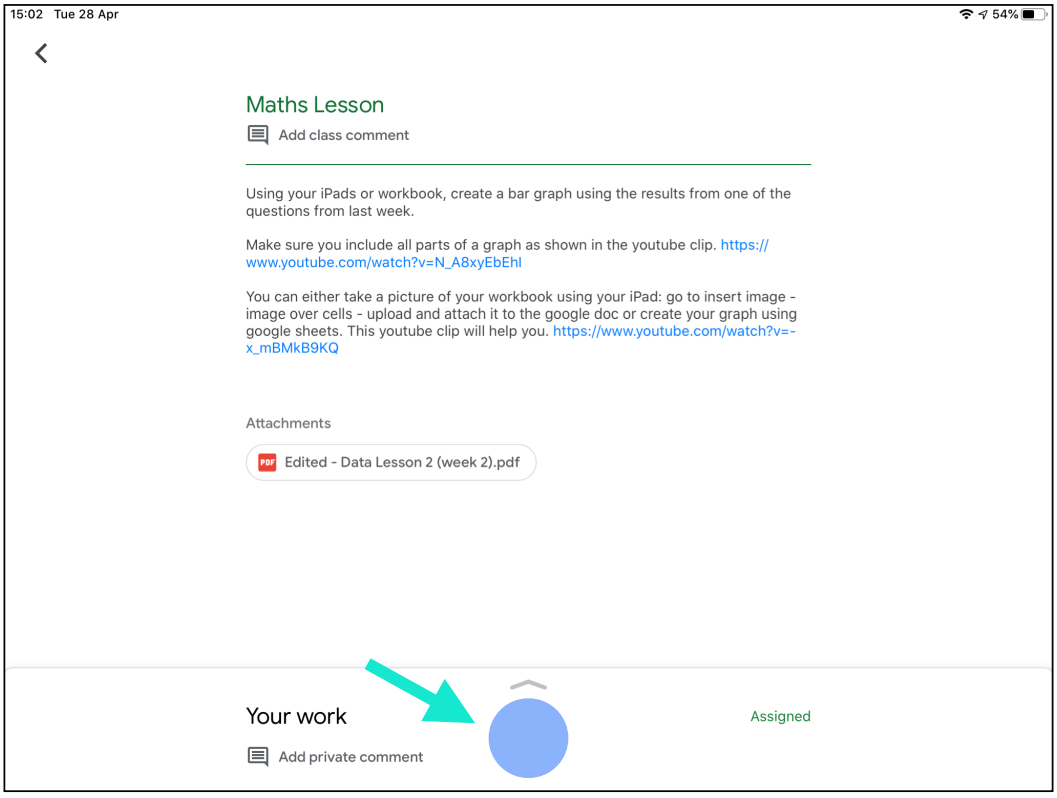
1

Open your Google Classroom. Tap on the assignment you are going to be working on.



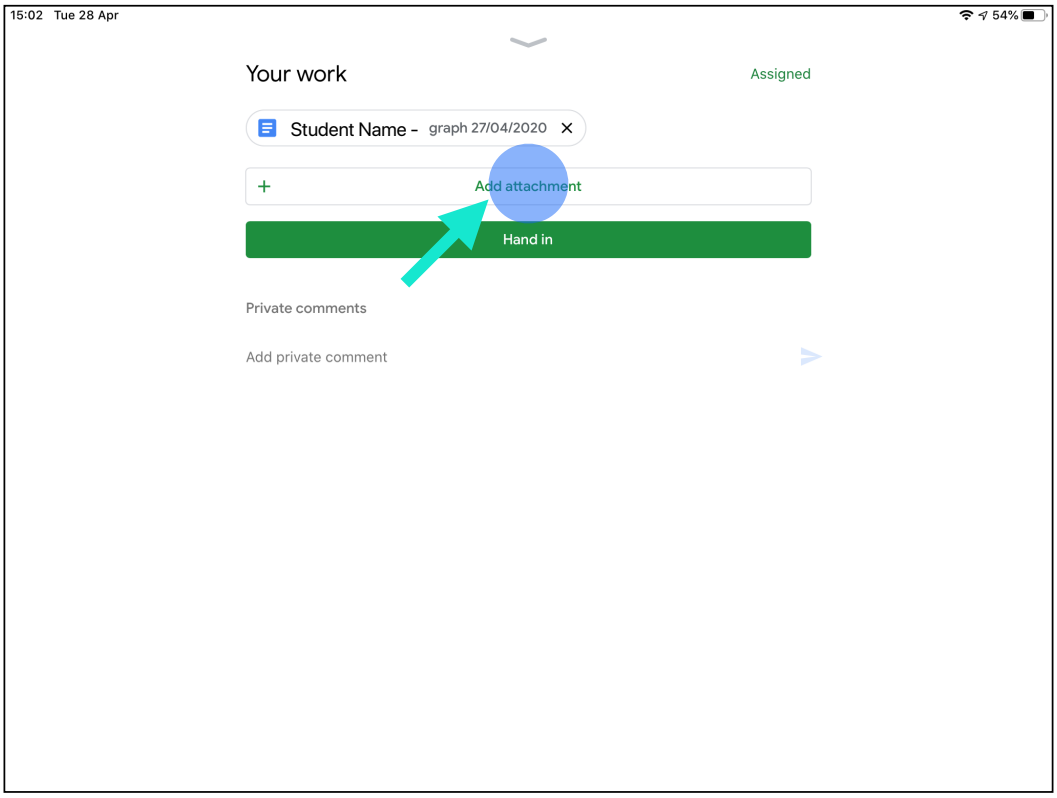
2

After you have read through the teacher's instructions, done the work in your book and are ready to hand it in, tap the **'Your work'** section at the bottom of your screen.



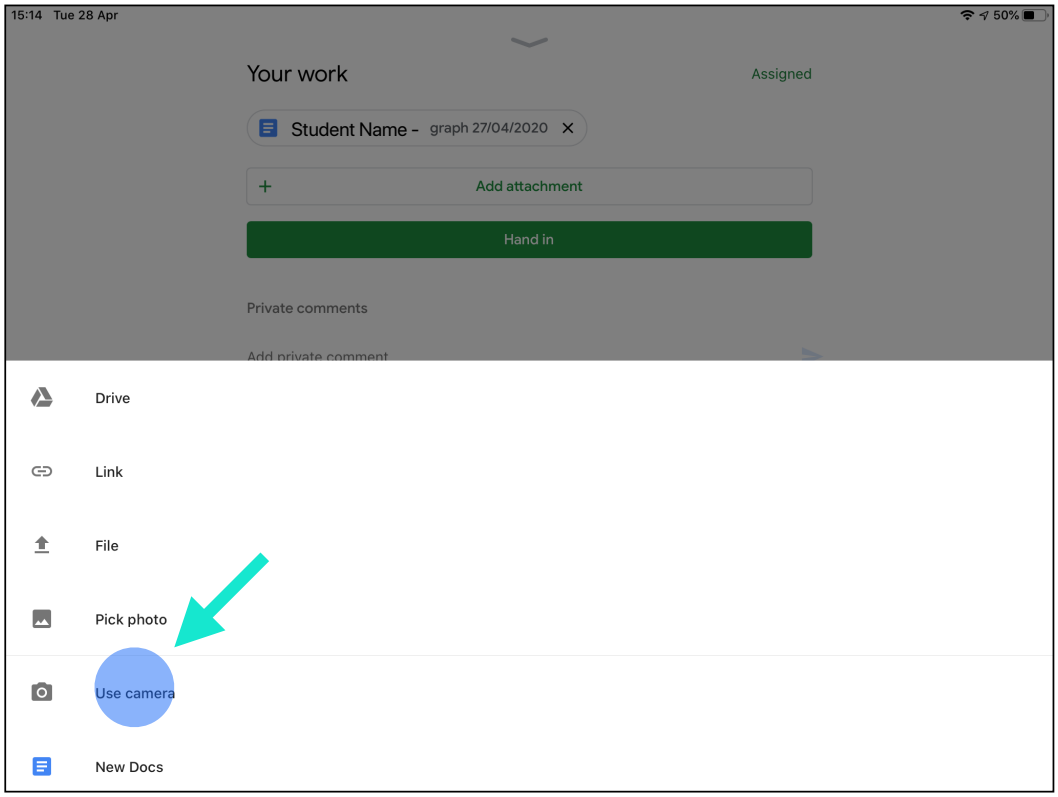
3

Tap on ‘Add attachment’



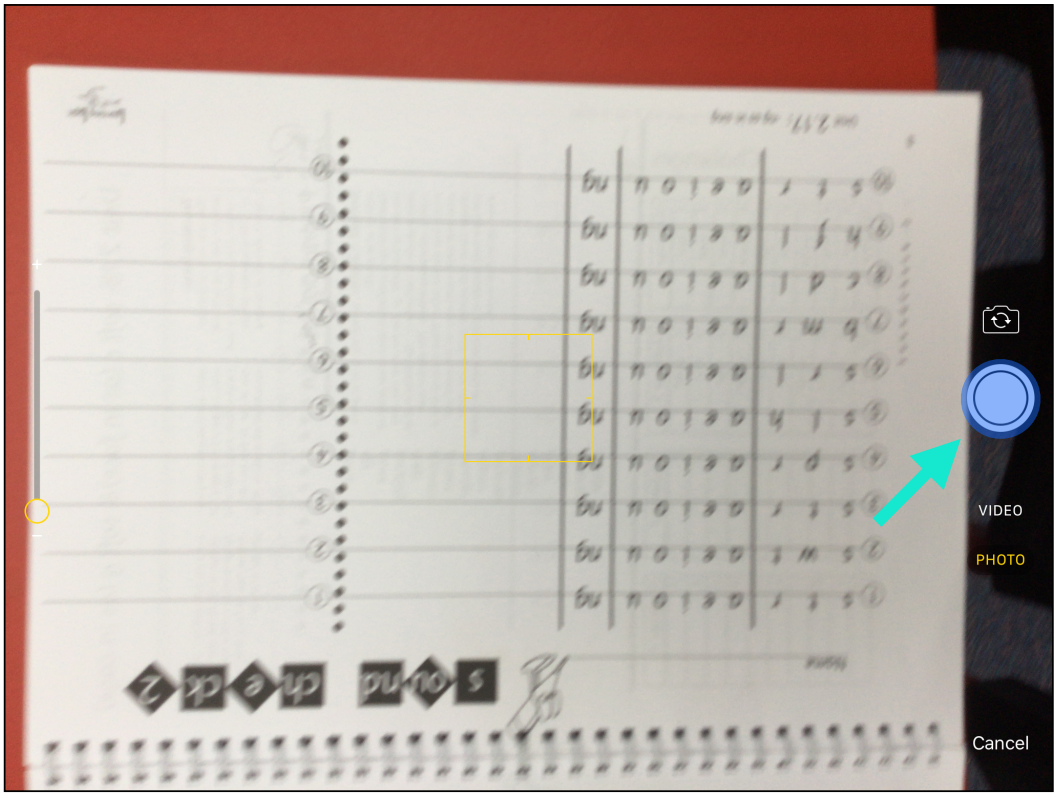
4

Tap ‘Use camera’ to take a photo of your work.
(If you already have taken a photo, tap ‘Pick photo’,
choose your photo and skip to step 6)



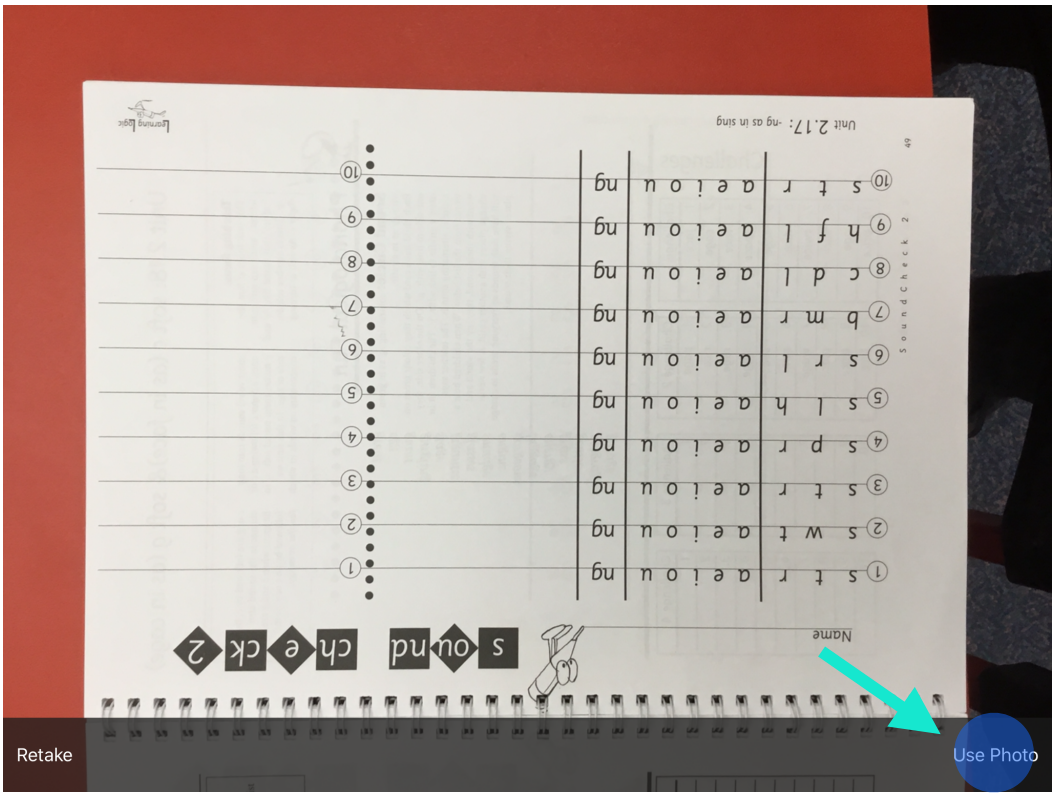
5

You can now take a photo of your work. **Tap the white circle** to take a photo.



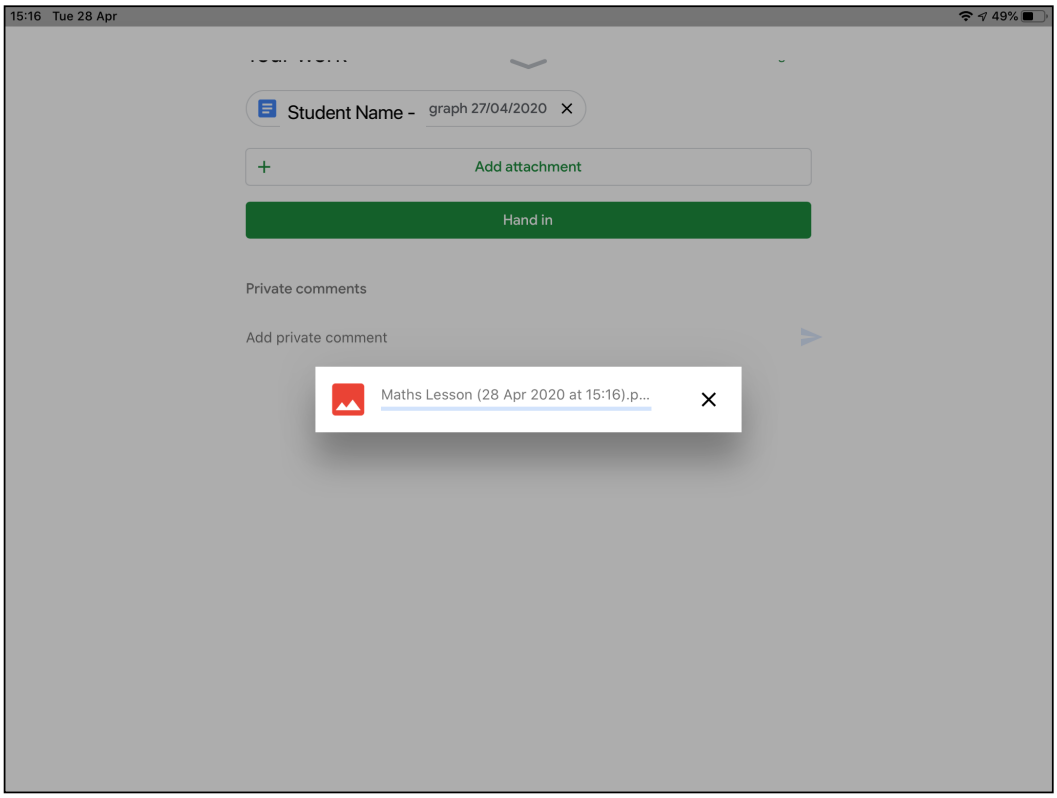
6

Check that your photo isn't blurry, and that your teacher will be able to see everything clearly. If it is a good photo, **tap 'Use Photo'** If it is a bad photo, tap 'Retake' and go back to step 5.



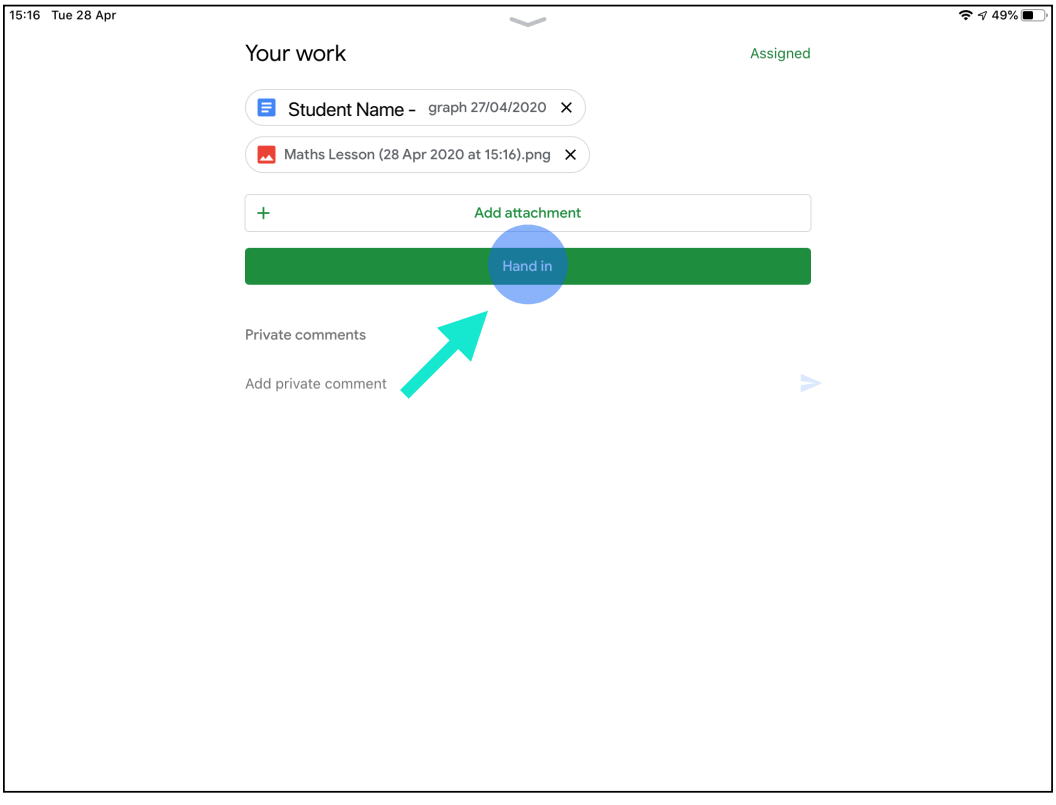
7

Wait for your photo to upload.



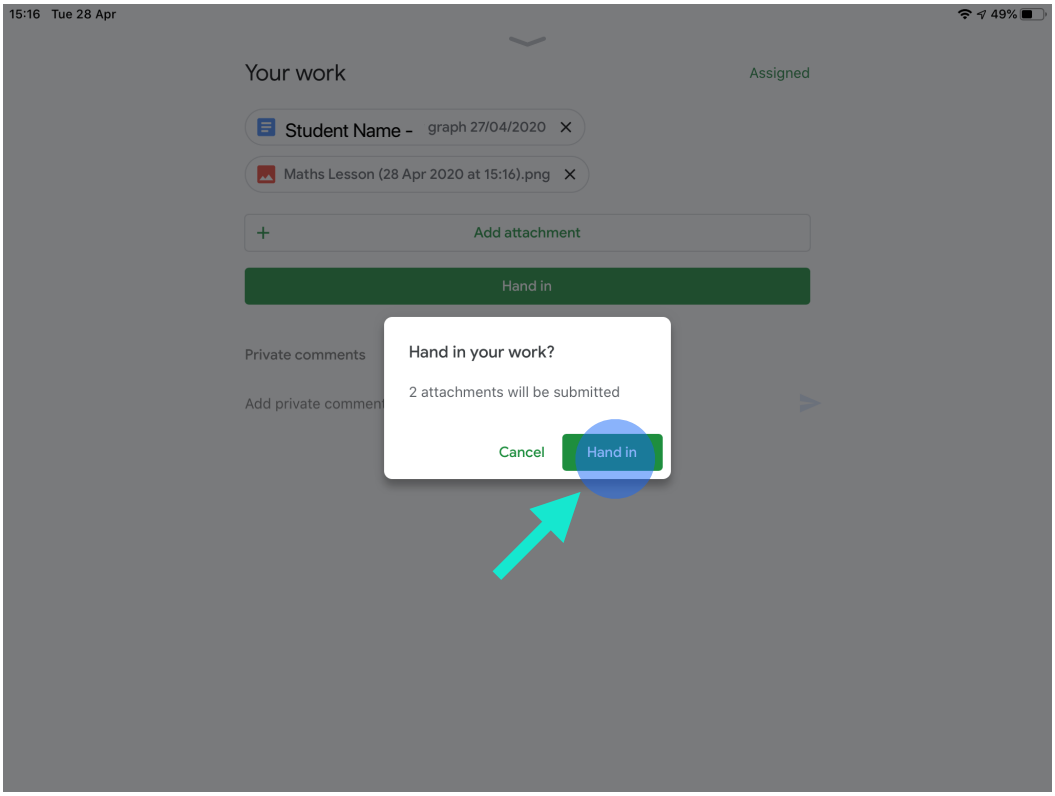
8

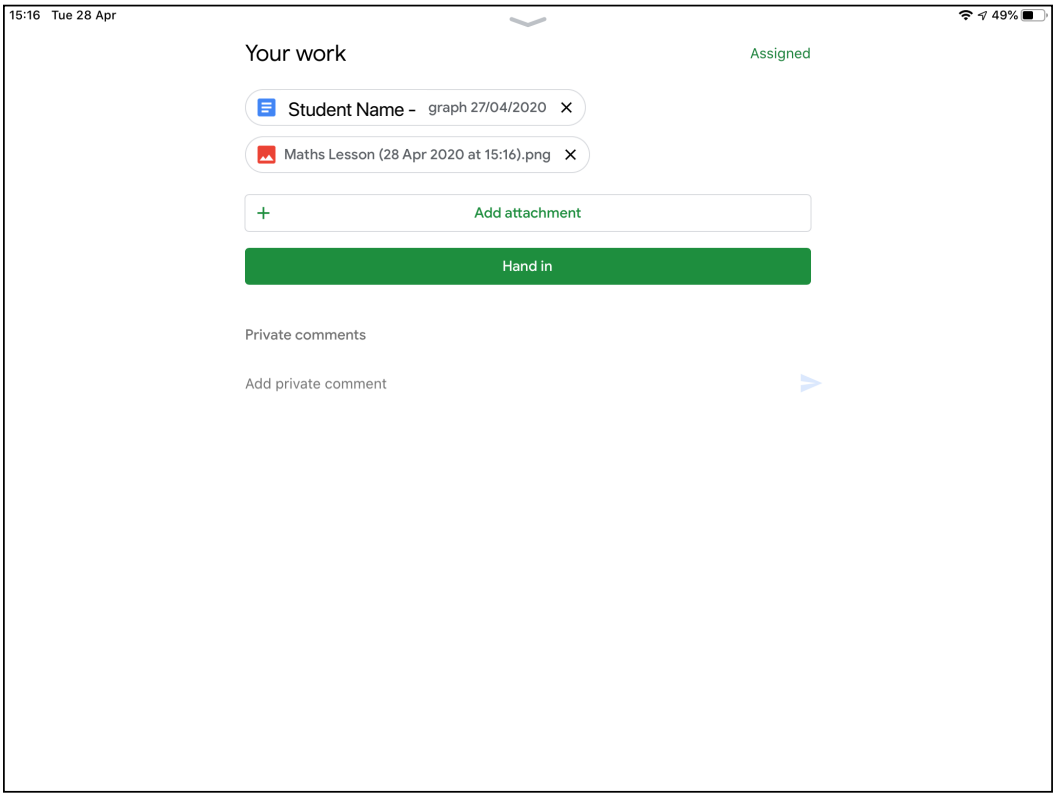
Your photo has now uploaded. You can now **tap Hand in**



9

Tap Hand in again. Then your teacher will receive your work!



10

After you tap hand in, you will see this screen again. **DO NOT TAP HAND IN AGAIN. Wait a minute or two** and it change to say 'Submitted'.