Northgate School District

Administrative Center | 591 Union Avenue, Pittsburgh, PA 15202
412-732-3300 | northgatesd.net

March 16, 2020

Dear Northgate Families,

With the District buildings currently closed, the faculty at our Elementary Schools are committed to providing learning opportunities and resources via Google Classroom. We realize this is going to be a new experience and we are doing all we can to support our families as we move forward. Google Classroom can be accessed from any device that has internet access.

To access Google Classroom your child will use their Northgate student email address.

Grades 4, 5, 6
Students regularly use their Northgate email address in computer class and in some classrooms.
If they need help remembering:

> Username: Last Name, First Name @northgatesd.net
> Example: John Smith would be smithjohn@northgatesd.net
> Password: Student has created their own password

Grades K, 1, 2, 3
Since students in these grades do not use Northgate email addresses we created an account for them:

> Username: Last Name, First Name @northgatesd.net
> Example: John Smith would be smithjohn@northgatesd.net
> Password: A temporary password was generated

Students may already be enrolled in some of their teacher's Google Classrooms, and some may have already been invited via email. Once a student is in a particular teacher's Google Classroom, he or she can access learning resources by using either the "Stream" or "Classwork" tab.

We hope that this provides continuous learning opportunities during this time of uncertainty, but most of all we hope that our Northgate families stay safe and healthy. Please utilize our website as an ongoing resource for updates or to reach us via email.
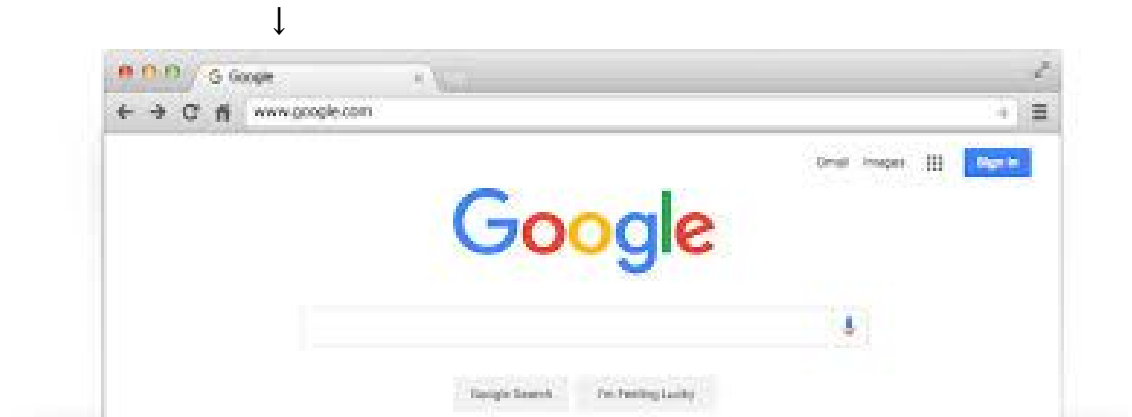
Sincerely,

Joseph Peacock   John Primrose
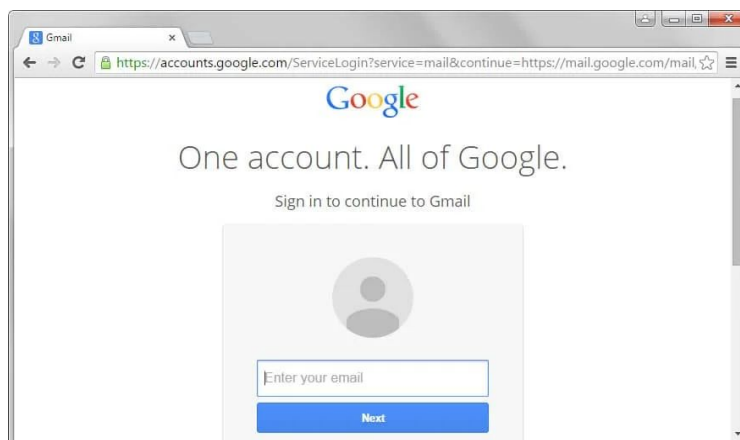Principal   Principal
Avalon Elementary   Bellevue Elementary
jpeacock@northgatesd.net   jprimrose@northgatesd.net

Google Classroom Directions for Parents and Students

1. Using your internet browser (Google Chrome will work best for this), go to
classroom.google.com. You may be directed to log into an account instead of reaching the
classroom screen. If you reach the Google classroom screen, skip to STEP 3.

2. You **must be logged in to the student's NORTHGATESD.NET account** in order to access any
Google classroom. Click "Sign In" in the top right hand corner if you currently are not signed into
any google account. If you are on another Gmail account, you will need to sign out of it and log in
with the student's NORTHGATESD.NET account. Your child **should have** access to their Google
username and password; however, if you need username/password help, please email Nicole
Smith at nsmith@northgatesd.net.

3. When prompted, please choose "student".
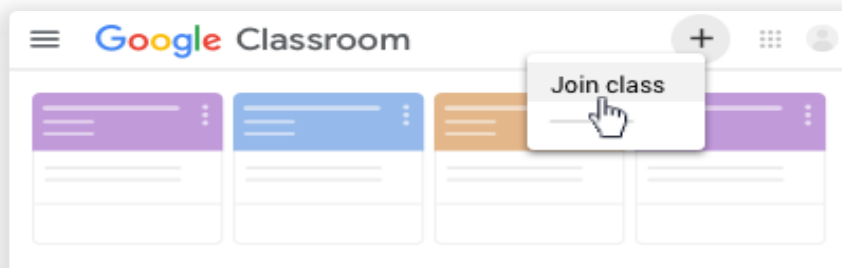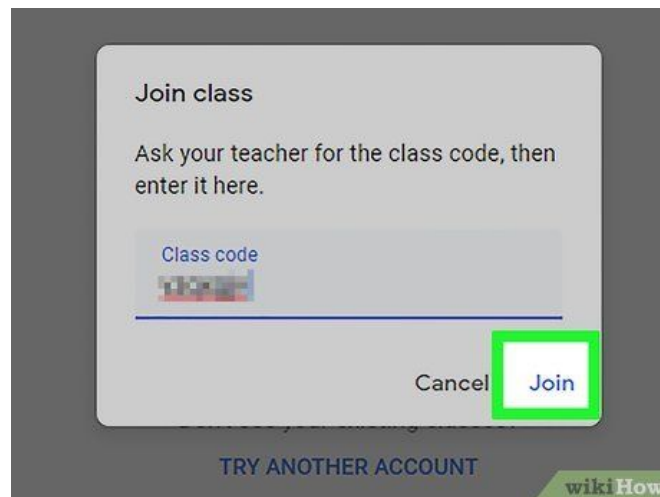

4. Once you are logged in and on the classroom.google.com site, click the "+" in the top right hand side of the screen.
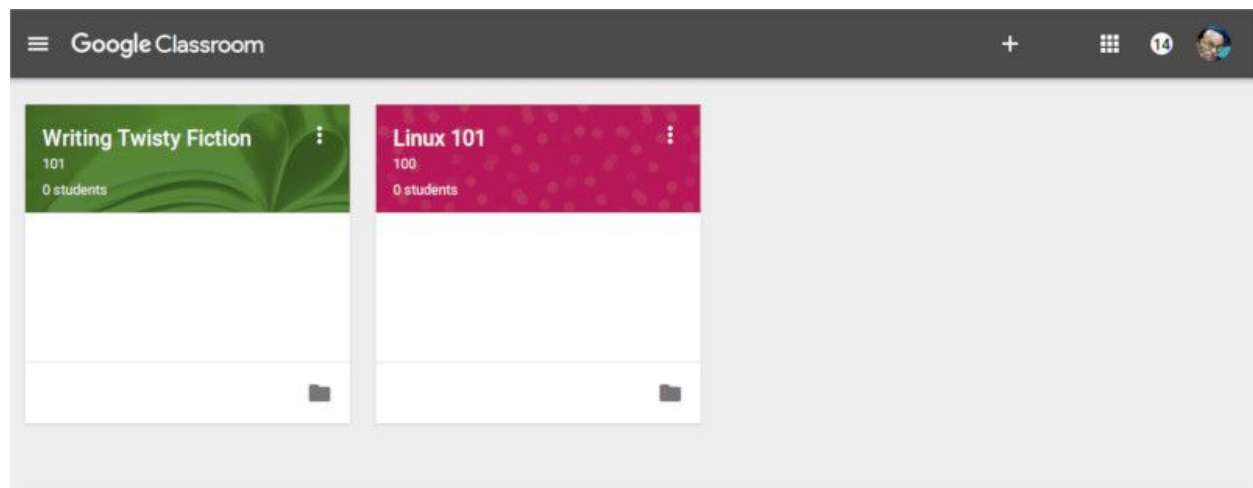

5. Select "Join Class".

6. Enter the class code(s).

7. The classrooms that you are now joined to will now be one screen. The next time you use classroom.google.com, this will be the "home screen".
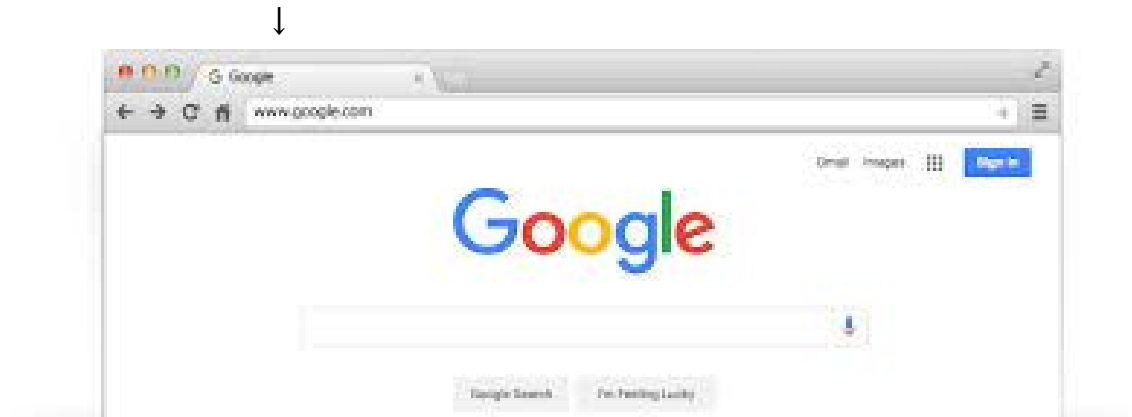

8. Continue repeating steps 4-7 until you have added all of the classes in which you need to enroll.
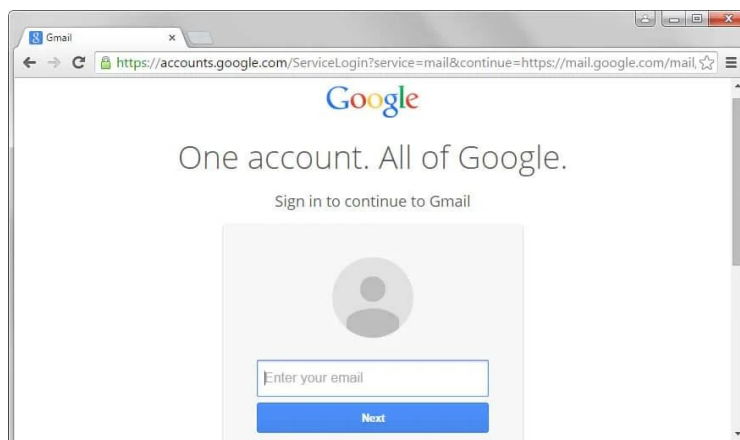
9. In the event that your teacher has invited you to join his or her classroom, the class will show up as displayed in #7 with an option to join or decline at the bottom, choose join.

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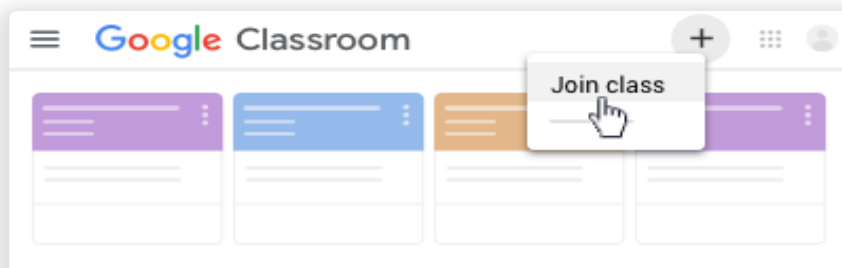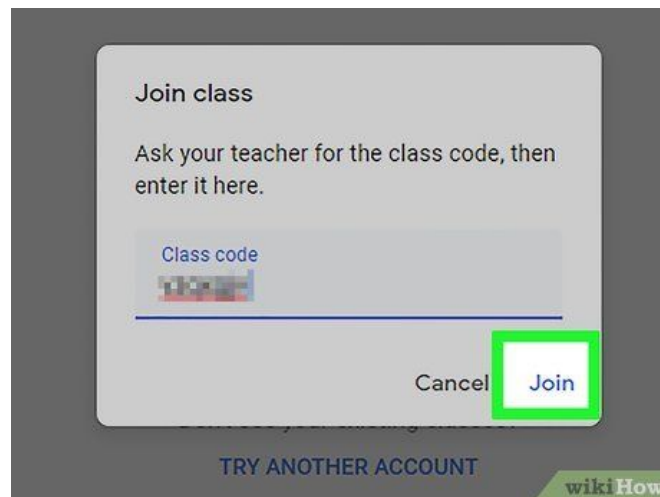

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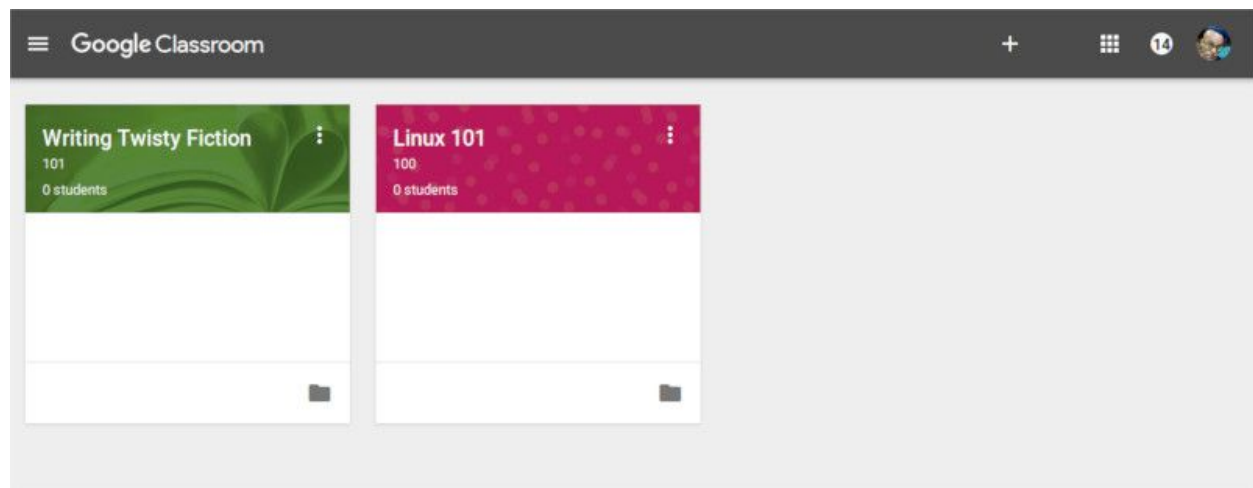

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