

A Chairde,

There are two ways to access Google Classroom. You can log on using a PC, Mac or laptop, or via a tablet device (Samsung, Chromebook, Hudl, iPad etc…) or smartphone.

On a PC, Mac or laptop:

1. Go to [www.c2kschools.net](http://www.c2kschools.net) then type in the C2K username (eg jbloggs123) and password provided;
2. Once the homepage loads, click on ‘My Links’. Scroll through and click on ‘Google Drive’;
3. You may be prompted to log in again. Please do so, using the username provided, with @c2ken.net on the end.
4. In the top right hand corner, look for a ‘waffle’ (a square shape with 9 small squares inside);
5. Once you click on the ‘waffle’, select ‘Classroom’;
6. Once inside ‘Google Classroom’, select your relevant class.
7. Scroll down the news feed to view posts and access links.

Using a tablet device or smartphone:

1. Firstly download the ‘Google Classroom’ app.
2. Once downloaded, open ‘Google Classroom’.
3. Then follow the log-in instructions, using the username provided (eg jbloggs123), adding @c2ken.net on the end.
4. You may be prompted to log in again. Please do so, using the C2K username provided, again with @c2ken.net on the end
5. Once inside ‘Google Classroom’, select your relevant class.
6. Scroll down the news feed to view posts and access links.