Joining Google Classroom

1.   Go to classroom.google.com

2.   Sign in using your CIECambridge login.

3.   In the upper right comer of the page, you will select the plus sign to add a class.

4.   Select Join Class and enter the class code that was provided for your teacher/course and click on Join in the upper right comer.

5.   Your screen will be refreshed with the course tile appearing on your Google Classroom home page.

6.   You will have to repeat these steps to join all remaining classes.

Accessing Google Meet through Classroom

4.   You can access the meeting two ways:

      a.   Under the Stream tab, you will click the meeting code displayed under the course name.

      b.   Under the Classwork tab, you will click on the icon that says Meet.

Both of these options will open a new window to allow you to join the live meeting

session. Don't forget to enable your camera.

CENTER FOR INTERNATIONAL EDUCATION: A CAMBRIDGE ASSOCIATE SCHOOL
SETTING UP YOUR CIE GMAIL ACCOUNT

All active students at the Center for international Education will receive a student email account. Through this account, you will have access to all available productivity tools to include Gmail, Classroom, Drive, Docs, and Sheets to name a few. All school-related communication via email will be done using this email. Students should activate their account following the steps below.
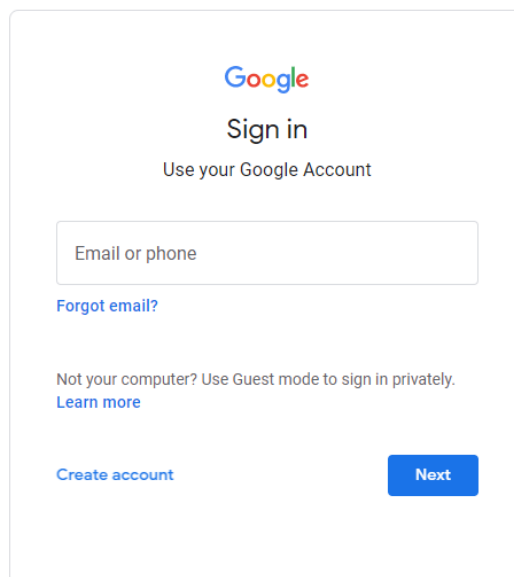
1. Visit https://mail.google.com

2. Your email address and password have been created as follows:
   • Username/Email
   First name initial+ First four letters of last name+ Last four of student ID
   USERNAME@ciecambridge.org

   • Password (CASE SENSITIVE)
   All of student ID number + initials + a star (*)

   For Example:

   Student Name: Newby L. Student   ID number: 1234567

   Email will be: nstud4567@ciecambridge.org
   Password: 1234567ns*