



# Accessing Google Classroom: Pupil / Parent Guide

We would always advise that you log on to *RM Unify* first before logging on to Google Classroom:

## To Access *RM Unify*:

1. Go to the School Website [www.robertclack.co.uk](http://www.robertclack.co.uk)
2. Click the **Students** link at the top of the main page
3. Click ***RM Unify***
4. At the School *RM Unify* Page enter just the username and password that you log on to a computer in school with.

## To Access *Google Classroom*:

1. Follow steps 1-4 above for accessing *RM Unify*
2. At the *RM Unify* Launchpad Click the **Google Classroom** Tile
3. If you are required to log in to Google Classroom you should enter your school email address. Your School email address will be **yourloginname@robertclack.co.uk**. Your login name is the same username that you use to log on to a computer in school and log on to *RM Unify*. Your password is the same password that you used to log on to *RM Unify*.

## Smartphones

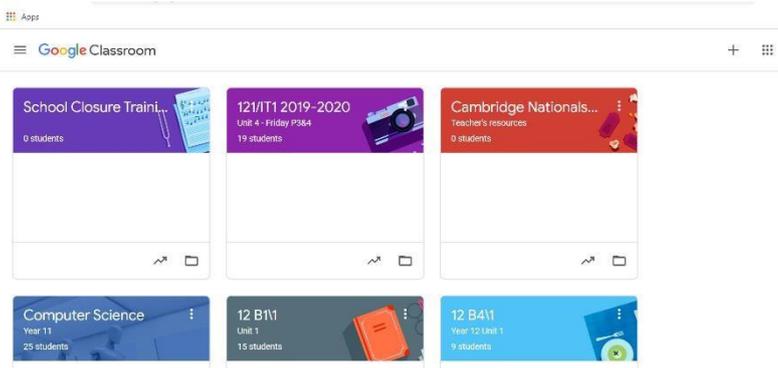
If you are using a smartphone you should still follow the instructions above to access *RM Unify* but you may have problems with Google Classroom if you are already signed in to a personal or non-school Google Account on your device. The following links should be able to guide you through this issue:

ANDROID

<https://support.google.com/accounts/answer/1721977?co=GENIE.Platform%3DAndroid&oco=1>

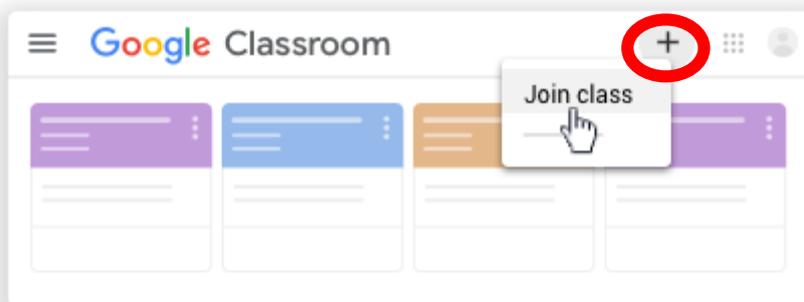
iPHONE or iPAD

<https://support.google.com/accounts/answer/1721977?co=GENIE.Platform%3DiOS&oco=1>



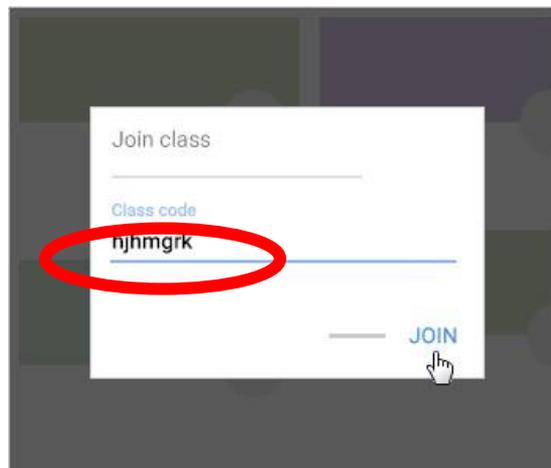
Once you have logged in you will be shown a list of all your classes. Click on the class you want to open.

If you need to add another classroom press the + symbol and select Join class.



You can find a list of class codes by following the hyperlink. To find the class code [click here](#)

Enter the appropriate class code as shown.



For more information on Google Classroom [click here](#)

### **What if I can't access RM Unify of Google Classroom?**

If you have any problems or are unable to log in then please send an email to:

[cloudsupport@robertclack.co.uk](mailto:cloudsupport@robertclack.co.uk)

The email should state your child's full name and year group. Someone will reply as soon as possible.

The email should come from your child's school email account or one of your registered email address (which we hold on our information management system). You may be asked further security questions to confirm your identify.