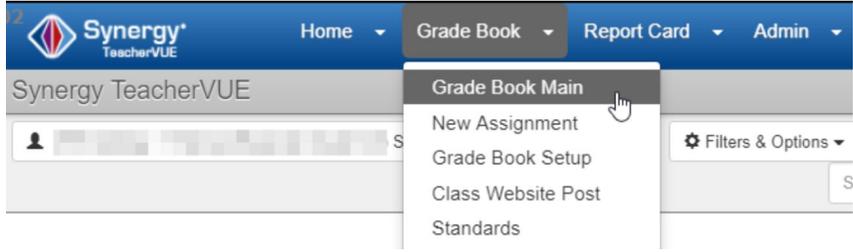
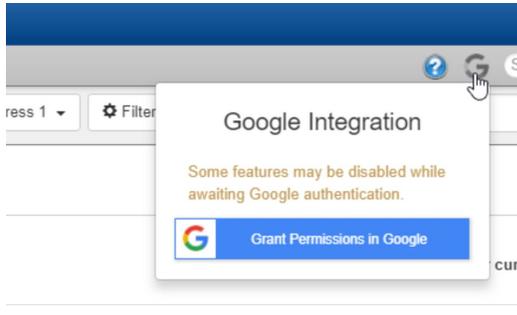
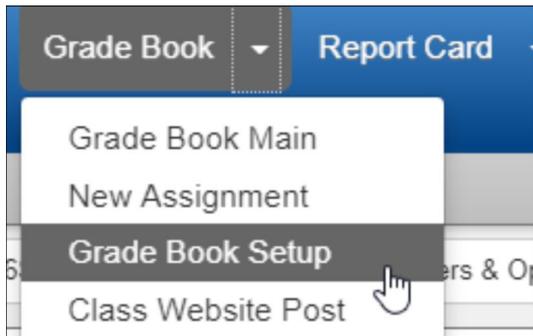
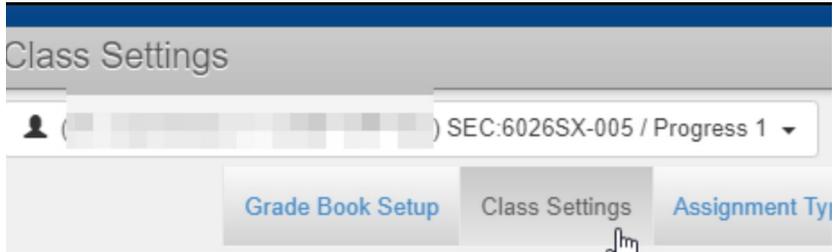


TeacherVUE Google Classroom Sync

Please follow the directions below to enable the Google Classroom sync in TeacherVUE.

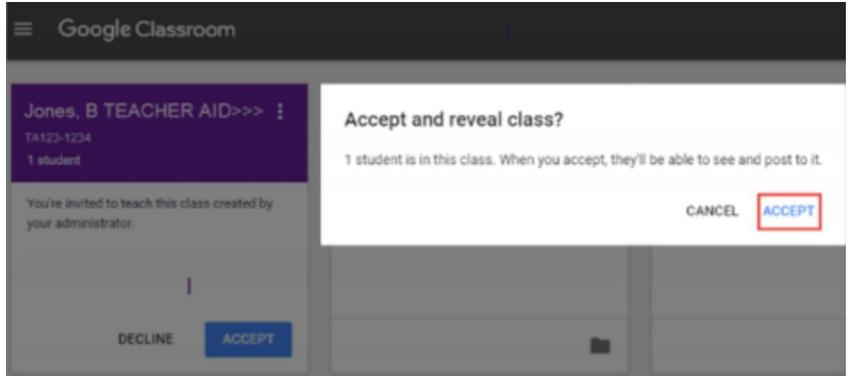
Google Permissions	
Step 1: Click on the Grade Book menu, then click on Grade Book Main	 A screenshot of the Synergy TeacherVUE interface. The top navigation bar includes 'Home', 'Grade Book', 'Report Card', and 'Admin'. The 'Grade Book' dropdown menu is open, showing options: 'Grade Book Main', 'New Assignment', 'Grade Book Setup', 'Class Website Post', and 'Standards'. A hand cursor is pointing at 'Grade Book Main'.
Step 2: Click on the “G” (it will be grey until you grant permissions in Google) and once the additional screen pops up, click Allow	 A screenshot showing a 'Google Integration' pop-up window. The text inside says 'Some features may be disabled while awaiting Google authentication.' and there is a blue button labeled 'Grant Permissions in Google'. A hand cursor is pointing at the 'G' icon in the top right corner of the background interface.
Enabling Google Classroom	
Step 1: Click on the Grade Book menu, then click on Grade Book Setup	 A screenshot of the 'Grade Book' dropdown menu. The 'Grade Book Setup' option is highlighted with a hand cursor.
Step 2: Click on the Class Settings tab	 A screenshot of the 'Class Settings' page. The 'Class Settings' tab is highlighted with a hand cursor. The page title is 'Class Settings' and the class identifier is 'SEC:6026SX-005 / Progress 1'. Other tabs visible are 'Grade Book Setup' and 'Assignment Ty'.

Step 3: Click **Edit**



Step 4: Select the settings

Google Classroom > Toggle to **Enabled** > Click **Advanced Options**

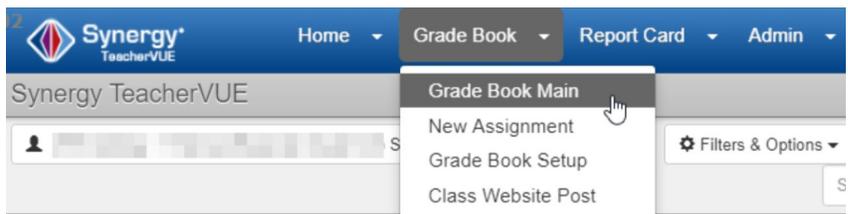


Class Code

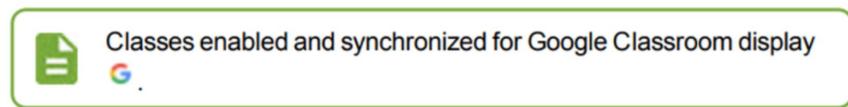
- If a class is setup in Google Classroom, enter the **Class Code**
- If the class is not setup in Google Classroom, the **Class Code** automatically populates after you create the class
- Click **Accept** to allow students in the class to view the assignment–this is the default synchronization setting for adding students to an assignment

Viewing Google Classroom from Grade Book Main

Step 1: Click on the **Grade Book** menu, then click on **Grade Book Main**



Classes enabled and synchronized for Google Classroom Display



Example

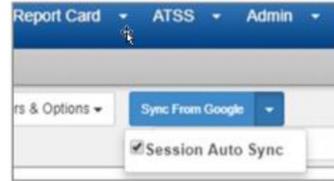
Screenshot of the Grade Book Focus interface showing a table of classes and their details.

Period	Course	Section ID	Students	Term	Room	Att Taken
Semester 1 (08/23/2017 - 01/12/2018)						
3	SPANISH I	5510-001	26	FY	126A - WORLD LANGUAGE	
4	SPANISH I	5510-003	24	FY	126A - WORLD LANGUAGE	
5	SPANISH II	5520-001	22	FY	126A - WORLD LANGUAGE	
6	SPANISH II	5520-009	23	FY	139 - WORLD LANGUAGE	
7	SPANISH II	5520-002	27	FY	126A - WORLD LANGUAGE	
8	SPANISH I	5510-002	26	FY	126A - WORLD LANGUAGE	

Grade Book Focus

Step 2: Select a Google-enabled class

By default, **Session Auto Sync** is enabled. Clear the option to disable.



Grade Book Main Screen

Step 3: Select an assignment created in Google Classroom

They display . By default assignments created in Google Classroom are locked and cannot be edited from Grade Book.



Cultures	Participation	Speaking
9	8	14

Grade Book Main

Once an assignment synchronizes to Google Classroom, this information displays on the Assignment and Quick Assignment screens

Assignment Settings

Assignment Name GB Created After Connecting	Date of Assignment 12/29/2017
Description	Assignment Category Normal
Assignment Type Speaking	Due Date 12/20/2017
Score Type Raw Score	Max. Score 1.00
	Google Classroom Linked Google Assignment Name GB Created After Connecting Due Date 12/20/2017 Max Score 13 Date Created 12/16/2017 5:09 PM

New Assignment Screen

Quick Assignment Screen

Unlocking Google Assignments

Note

Unlocking Google Classroom assignments may cause the assignments to go out-of-sync.

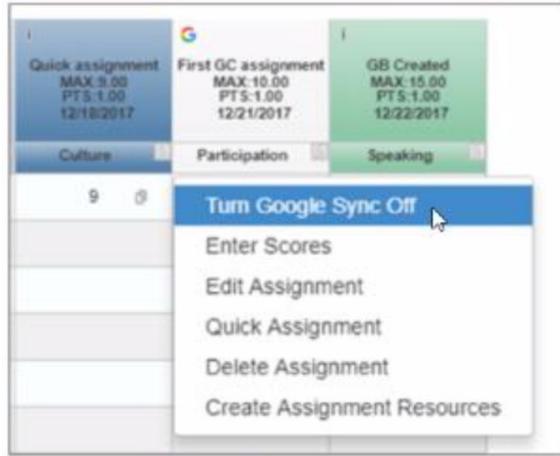
Assignments Screen

From the **Assignment** screen:

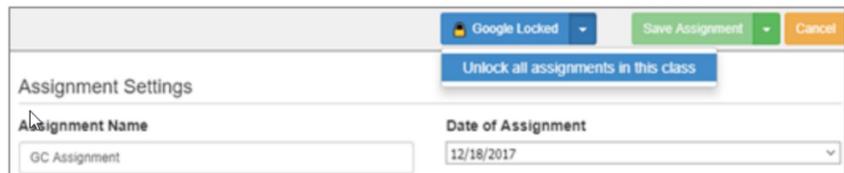
Step 1: Select Edit Assignment

Grade Book Main Screen

Step 2: Select Unlock all assignments in this class from Google Unlocked



Grade Book Main Screen



Grade Book Assignments Screen

From an assignment in **Grade Book Main**, select **Turn Google Sync Off**

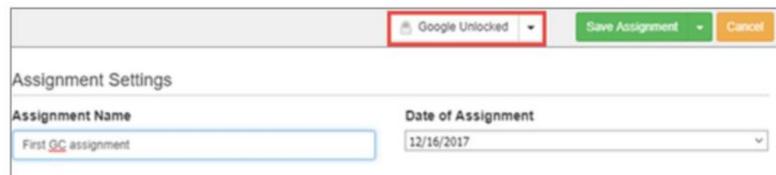
When assignments are unlocked

 displays on Grade Book Main for unlocked Google assignments



Grade Book Main Screen

 displays on the New Assignment screen for unlocked assignments.



New Assignment Screen