



Pelican Rapids High School Tech 2020-21

PRHS Platforms

Google Classroom

- ▶ Class material, assignments

Zoom

- ▶ Video Meetings for virtual class

Google Hangouts

- ▶ Teacher - Student Communication

Items to be Covered First Week of School

Tuesday and Wednesday

[Hour 1 - Students get computers and log in, and sign up for Google Classroom](#)

[Hours 2-7 - Students sign in to each teacher's Google Classroom and nuances](#)

Thursday and Friday

[Hour 1 - "Google Scavenger Hunt"](#)

[Hour 2 - Overview of Stream, Classwork, Google Calendar/to-do list](#)

[Hour 3 - Google Hangouts \(teacher communication\) and email \(school communication\)](#)

[Hour 4 - Zoom - break-out rooms, screen sharing, etc](#)

[Hour 5 - Google Forms Quiz and Creating a Google Slide Presentation](#)

[Hour 6 - Bus Safety Information](#)

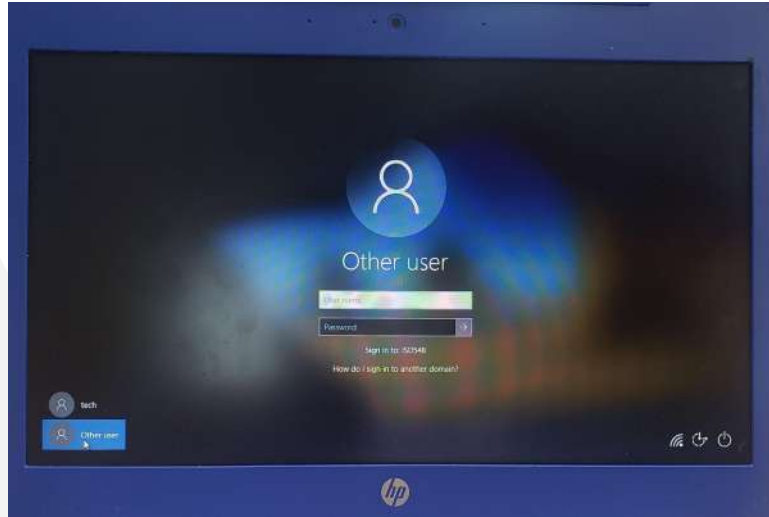
[Hour 7 - Bus Safety Quiz](#)

Hour 1 : Tuesday and Wednesday

Log-on to Laptop and
Sign into Google Classroom

Check Internet Connection on Laptop

1. Connect laptop to school internet
 - a. Click on wifi icon in bottom right corner
 - b. Select **Vikings-WiFi or PRHS**



2. Sign in with your username and password

Username: Graduation year, first initial and first four of last name

Password: Each student creates their own

Email address: username@vikes.us

Ex: Sam Johnson= 23sjohn@vikes.us

7th graders will be prompted to reset password. Default password is Vikes548

***Password Requirements (at least 8 characters)

(Include 3 of 4: Capital letter, lowercase letter, number, special character)

7th Grade: 2026

10th Grade: 2023

8th Grade: 2025

11th Grade: 2022


9th Grade: 2024

12th Grade: 2021

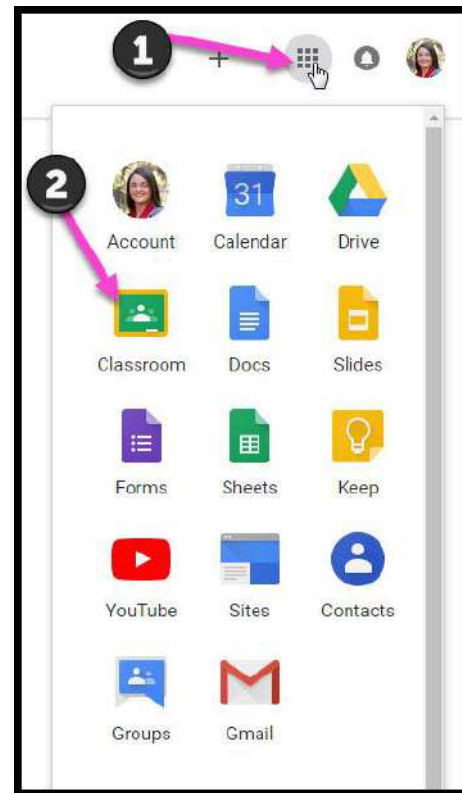
Hours 1-7 : Tuesday and Wednesday

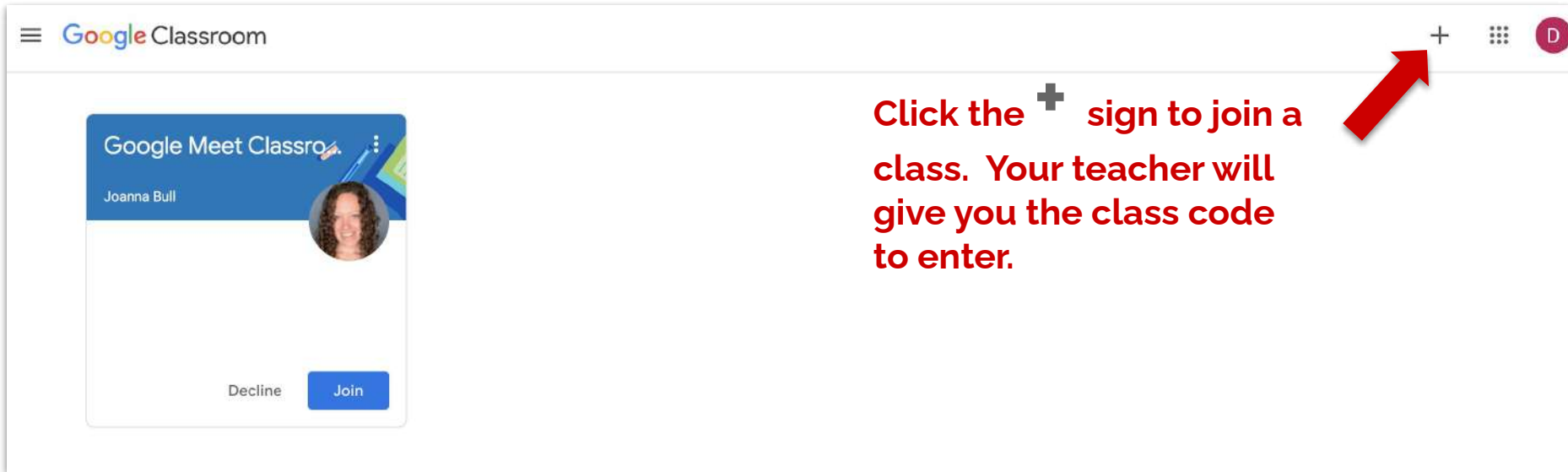
Sign into Google Classroom

Navigate to Google Classroom

1. Open Google Chrome  web browser.
2. Sign in to Google (top right corner)
3. Click on the waffle button and then the Google Classroom icon.

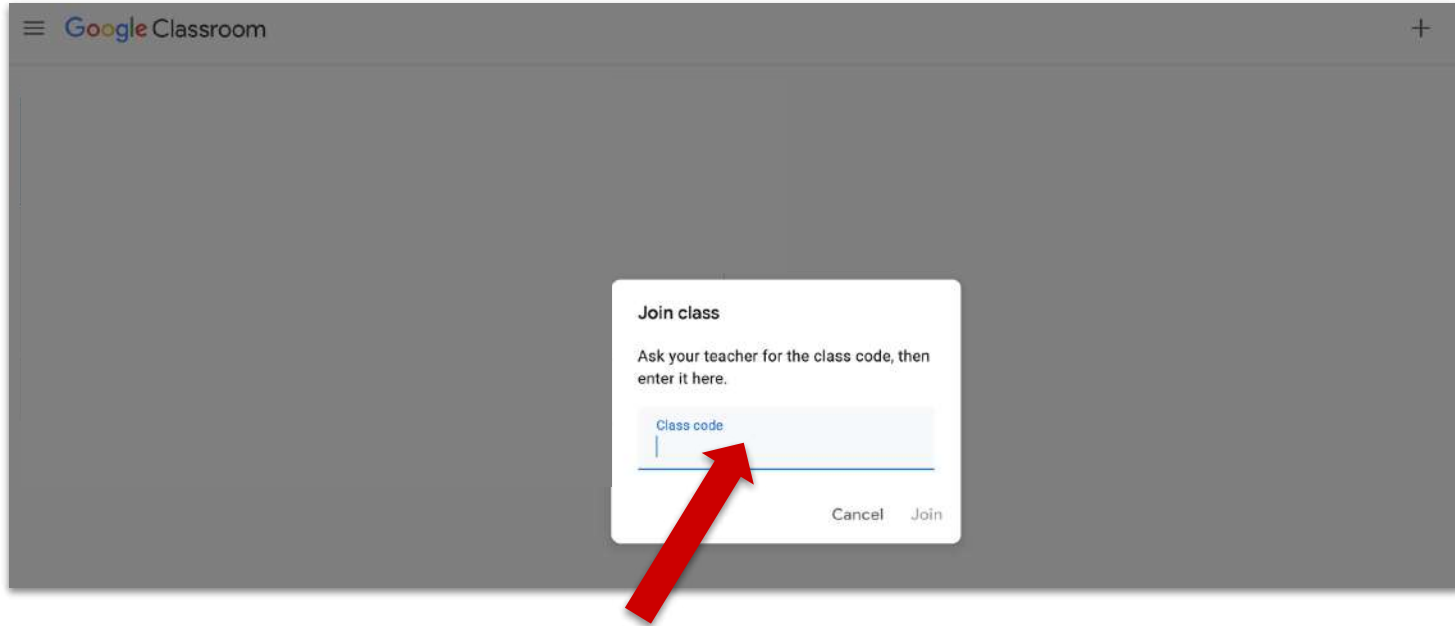
OR go to:
classroom.google.com





Join A Class

(The Class Dashboard)

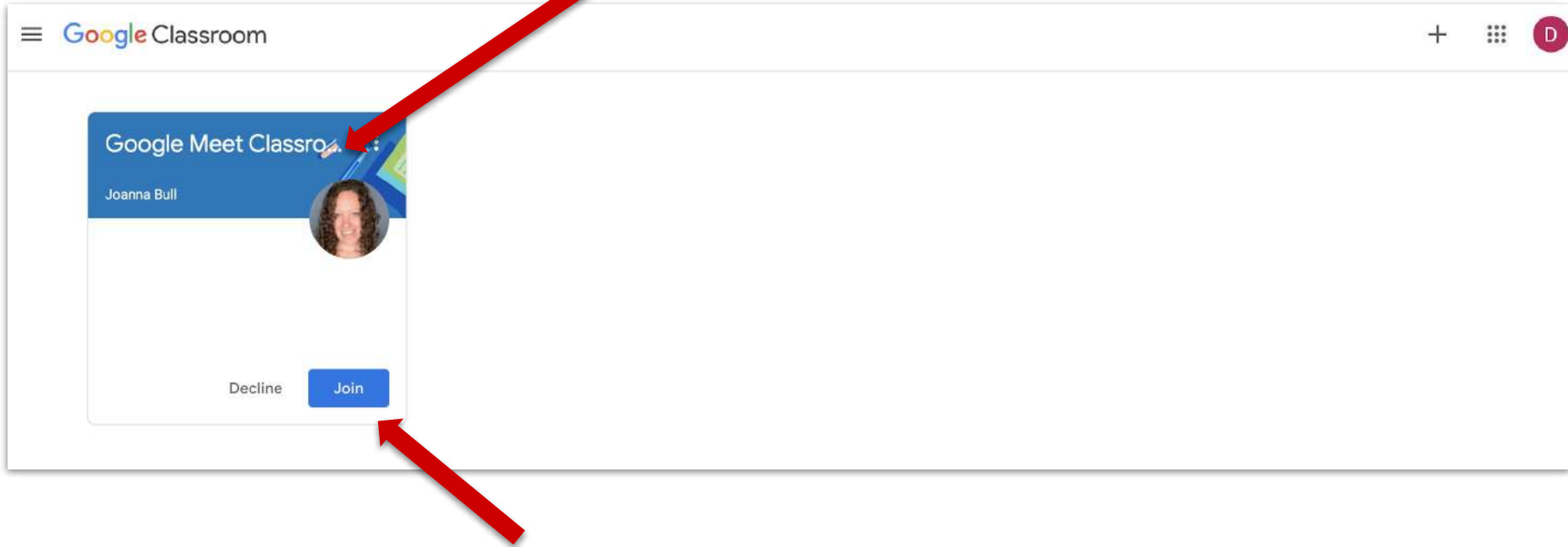


Type in the class code given to you by your teacher and click Join.
The letters in the class code will always be lower case letters.

Join A Class

(The Class Dashboard)

Class name is displayed here



If your teacher has already invited you, click the Join button.

The Class Dashboard

**This is the
“Pancake” menu.
You can access
all your classes
and other links
inside this menu.**

**You can access
the Pancakes
from any page in
Classroom.**

☰ Google Classroom



To-do



Calendar

Phy-Ed

Monica Thompson



Decline

Join

Spanish 2020-21

1

Monica Thompson



English 12

Monica Thompson



Due Friday

Assignment: Reflective Essay



**Work due soon
will be listed on
the front of your
class.**

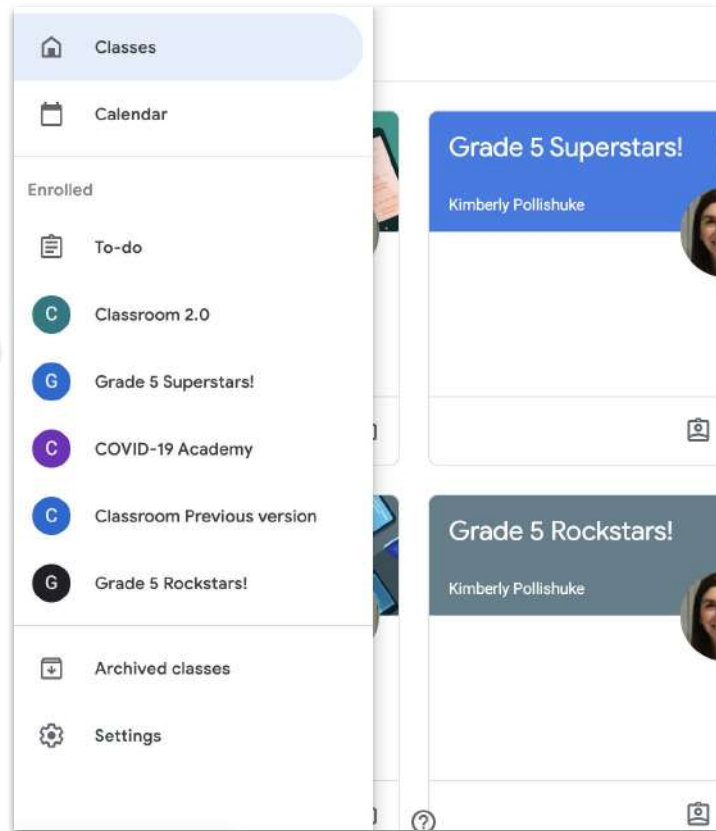
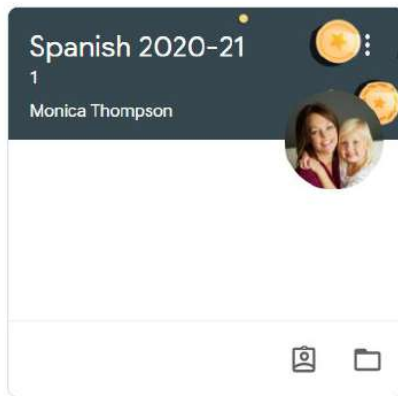
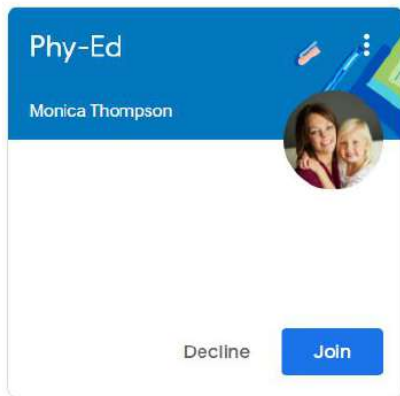
Click to view all your work for this class.

The Class Dashboard

**The three horizontal lines:
Pancake Menu to access
all your classes and other
items**




To-do Calendar



The Pancake Menu

Phy-Ed

Monica Thompson






[Decline](#)
[Join](#)

Spanish 2020-21

1


Monica Thompson





English 12

Monica Thompson





**Click to jump to your Class folder in Google Drive.
Do NOT delete that folder in Drive or move files out of it!**

The Class Dashboard

Hour 1 : Thursday and Friday

Google Doc Scavenger Hunt

Hour 1: Thursday/Friday

SCAVENGER HUNT: EXPLORING GOOGLE DOCS

Hour 2 : Thursday and Friday

Overview Stream, Classwork,
Calendar and To-Do List

The Pages

Click the class name to go back to the stream.



≡ English 12

You have 3 main pages in each Class.



Stream

Classwork

People



English 12



The Pages

(Stream, Classwork and People)

The Stream Page

Assignments
that are due
soon will show
up in this box.

You can click
them to jump
right to them.



Announcements are posted in this stream.

The Stream Page

**Sometimes there
will be things to
click on and view in
announcements.**

The screenshot shows a Canvas LMS page for a course titled "Grade 5 Superstars!". At the top, there are navigation tabs for "Stream", "Classwork", and "People", with "Stream" being the active tab. Below the navigation is a blue header banner with the text "Grade 5 Superstars!" and an illustration of a video game controller and a console. The main content area is divided into two columns. The left column, titled "Upcoming", lists two items: "Due Wednesday Craft a thesis statement" and "Due Thursday Brainstorm", with a "View all" link at the bottom. The right column shows a post by "Kimberly Pollishuke" dated "Apr 15 (Edited 9:43 AM)". The post text reads "Welcome to our class!!! Making a change here." Below the text is a video player showing a thumbnail of a baby laughing, with the title "Funny Babies Laughing H..." and "YouTube video 10 minutes". A red arrow points from the text on the left to the video player.

Announcements

(The Stream Page)

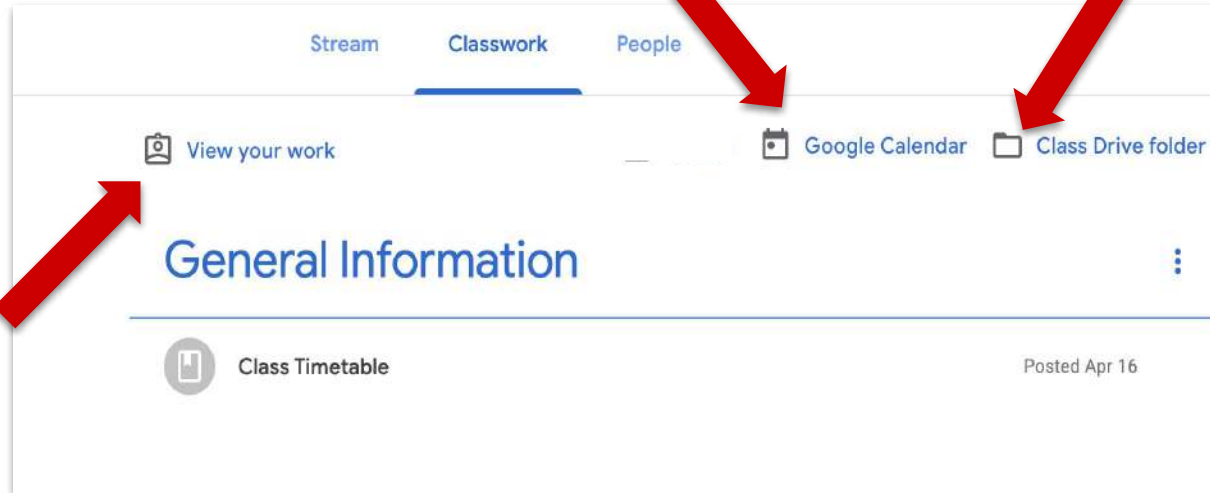
The Classwork Page

Click the Calendar icon to open your Google Calendar in another tab.

Click the Folder icon to open your class folder in Google Drive.

Do NOT delete that folder in Drive or move files out of it!

Click the Clipboard icon to see all your work for this class.



Icons

(The Classwork Page)

Student Work View

**Click the
Clipboard
icon to see all
your work for
this class.**

The screenshot shows the 'Grade 5 Superstars!' interface. At the top, there are tabs for 'Stream', 'Classwork' (which is selected), and 'People'. A red arrow points to a clipboard icon with the text 'View your work' next to it. To the right of this are links for 'Google Calendar' and 'Class Drive folder'. On the left sidebar, there is a list of dates: 'April 22', 'April 16', 'General Information', and 'April 15'. The main content area displays two sections: 'April 22' and 'April 16'. Under 'April 22', there is one task: 'Craft a thesis statement' with a due date of 'Due Apr 22'. Under 'April 16', there are three tasks: 'How can you conserve water at home?' (No due date), 'What is the best way to conserve water?' (No due date), and 'Top 10 Ways to Ruin Grade 5' (Due Tomorrow, 8:00 AM). Each task is preceded by a clipboard icon.

Student Work View Icon

(The Classwork Page)

All your work
for this class is
listed.



Grade 5 Superstars!

DLRT Student

Filters

- Assigned
- Returned with grade
- Missing

Title	Due	
Brainstorm 1	Apr 23	Assigned
Craft a thesis statement	Apr 22	Assigned
Craft a thesis statement 1	Apr 22	75/100
How can you conserve water at home?	No due date	Turned in
What is the best way to conserve water?	No due date	Turned in
Top 10 Ways to Ruin Grade 5 2 1	Tomorrow, 8:00 ...	Turned in

DLRT Student - My Top Te...
Google Docs

2 private comments

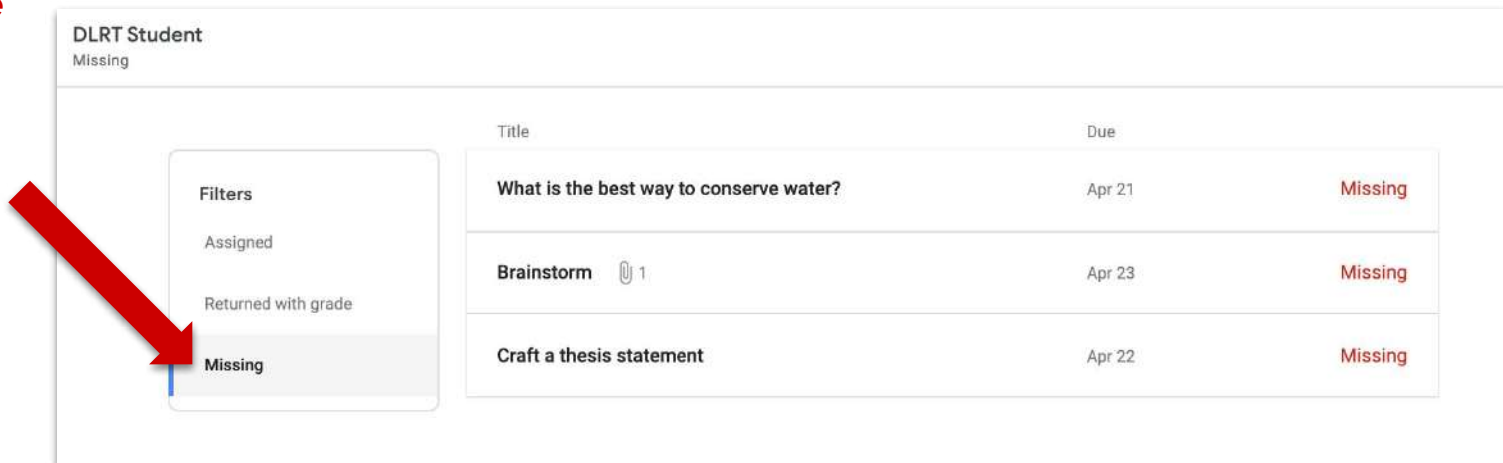
DLRT Student Apr 15
Hi thanks


Kimberly Pollishuke Apr 15
right here

You can see if
you are still
working on it
(Assigned),
finished
(Turned in), or
your grade

The Student Work View

Click on
Missing to see
only the work
you still need
to complete.



Title	Due	
What is the best way to conserve water?	Apr 21	Missing
Brainstorm  1	Apr 23	Missing
Craft a thesis statement	Apr 22	Missing

The Student Work View

Filter what you see with the links on the side.

Click one time on an assignment to see more details.

You'll be able to access your attached work and see private comments between you and your teacher.

Grade 5 Superstars!

DLRT Student

Title	Due	Status
Brainstorm 1	Apr 23	Assigned
Craft a thesis statement	Apr 22	Assigned
Craft a thesis statement 1	Apr 22	75/100
How can you conserve water at home?	No due date	Turned in
What is the best way to conserve water?	No due date	Turned in
Top 10 Ways to Ruin Grade 5 2 1	Tomorrow, 8:00 ...	Turned in

DLRT Student - My Top Te...
Google Docs

2 private comments

DLRT Student Apr 15
Hi thanks

Kimberly Pollishuke Apr 15
right here

The Student Work View

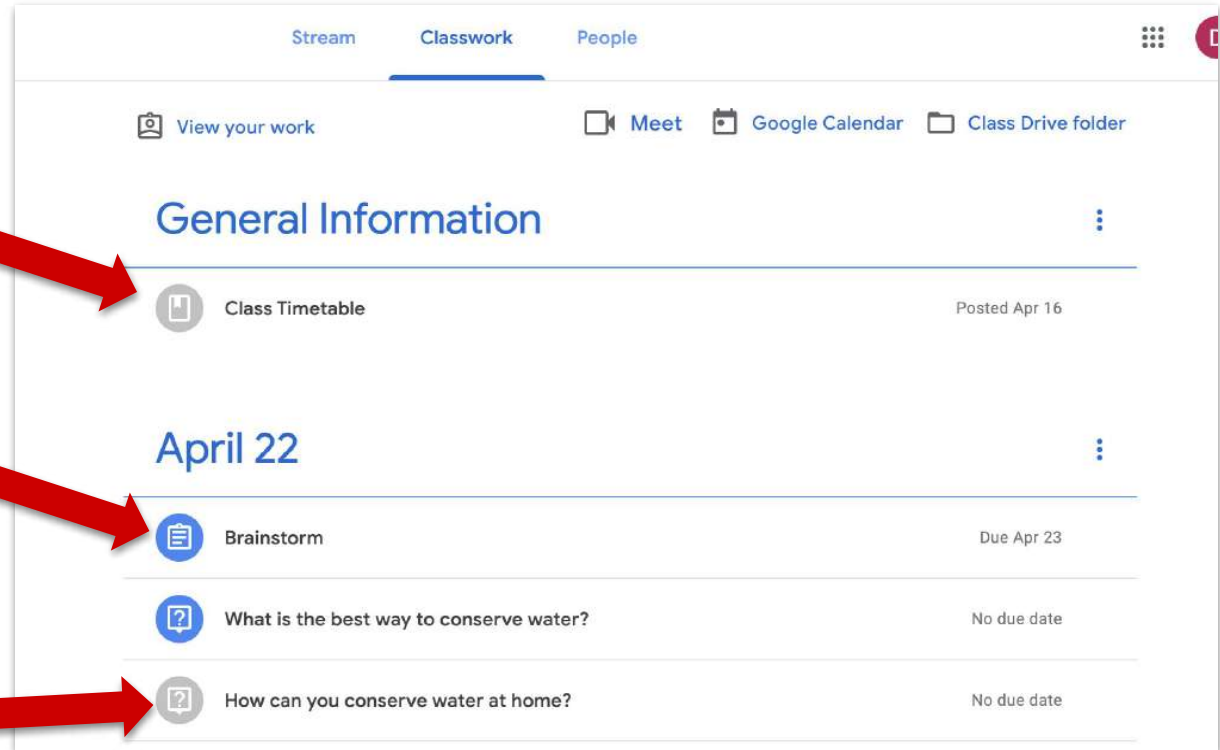
**This is the Material icon.
This icon will be grey
because there is no work to
do with a Material.**



**This is the Assignment icon.
Icons are in color until you
turn them in.**



**This is the Question icon.
Icons are Grey after you
turn them in.**



Icons

(The Classwork Page)

**Teachers
might post
your work
under topics.**

**Click a topic
on the left to
only see the
work under
that topic.**

The screenshot shows the Google Classroom interface for a class named "Grade 5 Superstars!". The "Classwork" tab is selected. On the left sidebar, there is a list of topics: "All topics", "April 22", "April 16", "General Information", and "April 15". On the right, the main content area shows the details for the "April 22" topic, which includes an assignment titled "Craft a thesis statement" due on "Apr 22". Below this, the "April 16" topic is partially visible, showing two assignments: "How can you conserve water at home?" and "What is the best way to conserve water?", both with "No due date".

Topics

(The Classwork Page)

Stream

Classwork

People

 View your work

 Google Calendar  Class Drive folder


Week 1



Assignment- Writing

Due Mar 10



Question: What is your favorite book?  16

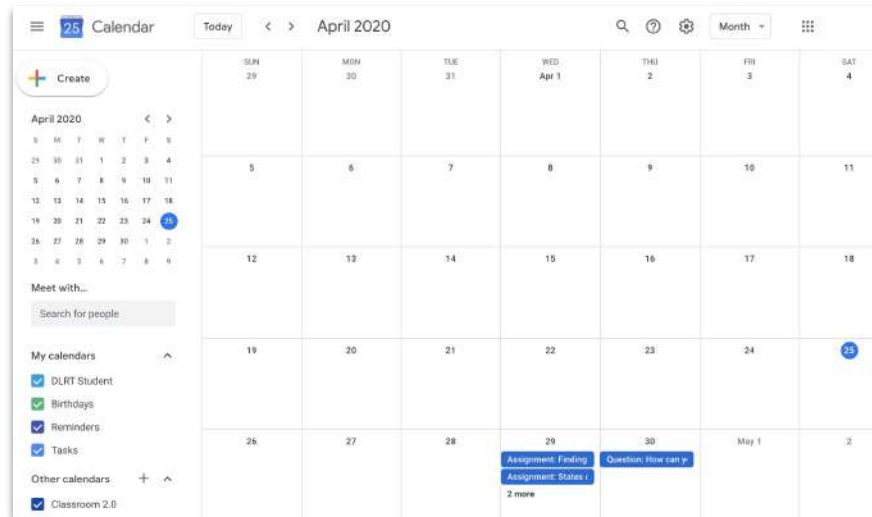
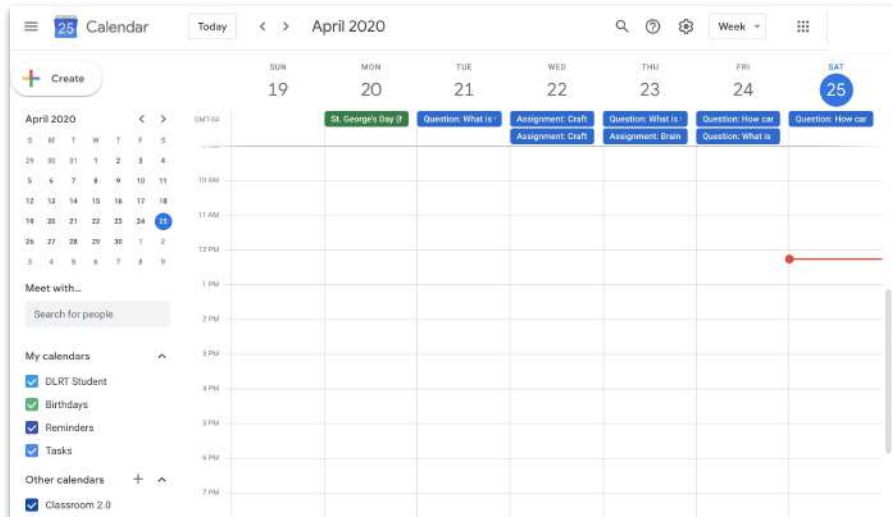
Due Mar 13

**Click the Calendar icon
to open your Google
Calendar in another tab.**

Google Calendar

(The Classwork Page)

Click on an assignment in any Calendar view (day, week, month) and it will open in Classroom in a new tab.



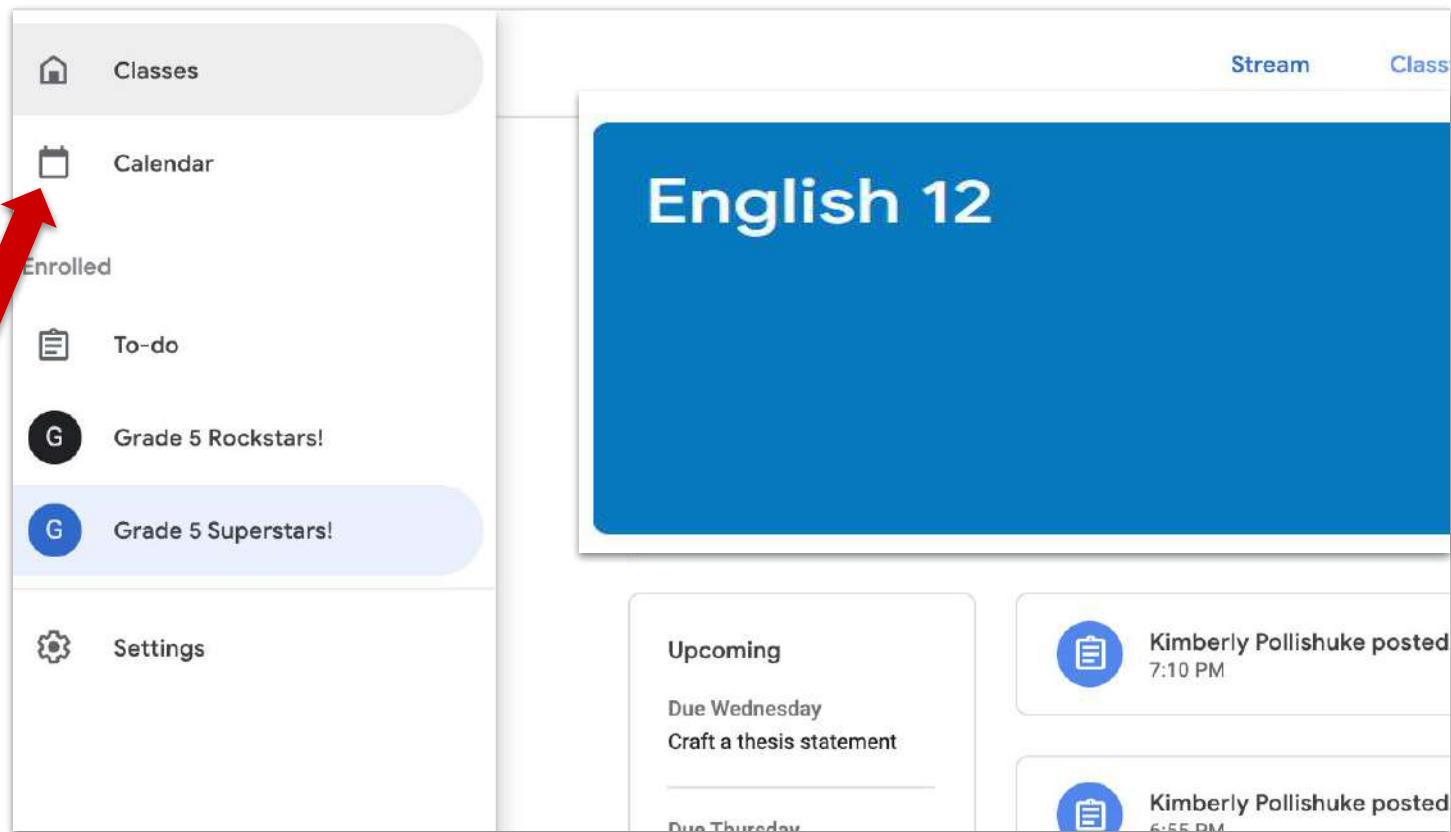
Google Calendar

**Click the
Pancake Menu
to open the
Classroom
Calendar.**

The screenshot shows the Google Classroom interface for a class named "English 12". At the top, there are three tabs: "Stream", "Classwork" (which is selected and underlined), and "People". In the top right corner, there is a grid icon and a circular profile picture with the letter "D". Below the tabs, there are two links: "View your work" with a clipboard icon and "Google Calendar" with a calendar icon, followed by "Class Drive folder" with a folder icon. The main content area displays a calendar view. On the left side, there is a sidebar with the text "All topics" and a list of dates: "April 22", "April 16", "General Information", and "April 15" with a small red icon. The calendar itself shows two dates: "April 22" and "April 16". Under "April 22", there is a task titled "Craft a thesis statement" with a due date of "Due Apr 22". Under "April 16", there is a task titled "How can you conserve water at home?" with a due date of "No due date". A red arrow points from the text on the left to the "Pancake Menu" (three horizontal lines) in the top left corner of the interface.

The Classroom Calendar

(The Classwork Page)

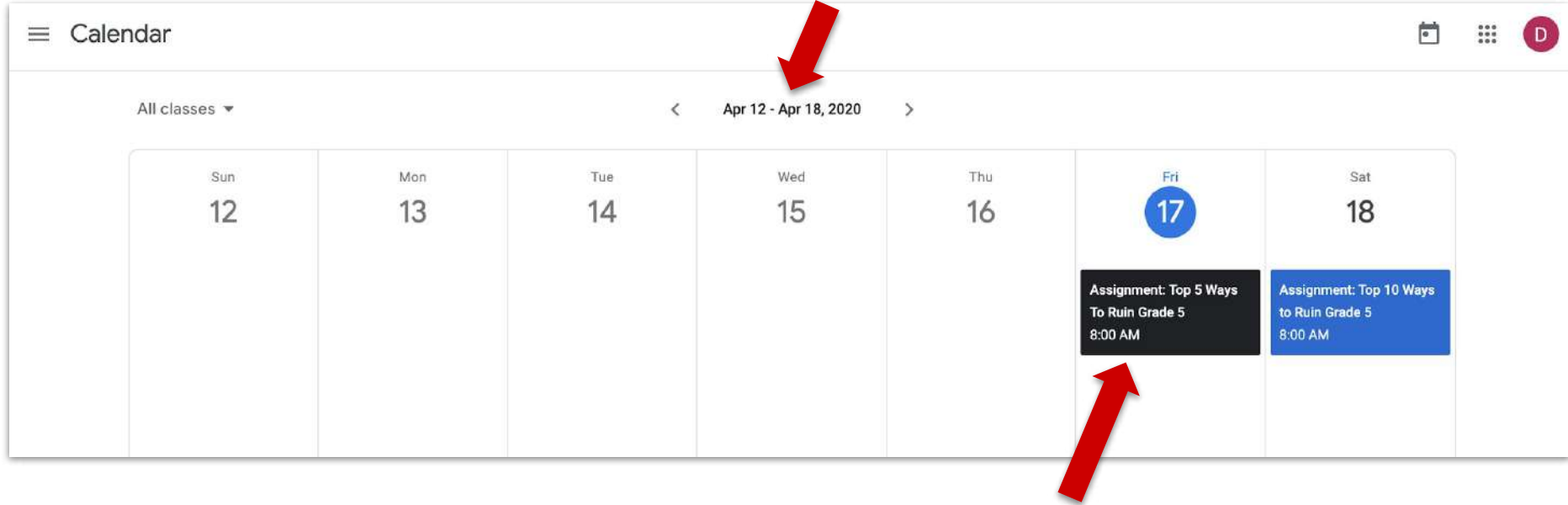


**Click the
Calendar icon
to open the
Classroom
Calendar.**

The Classroom Calendar Icon

(The Pancake Menu)

The Classroom Calendar only shows 1 week at a time.

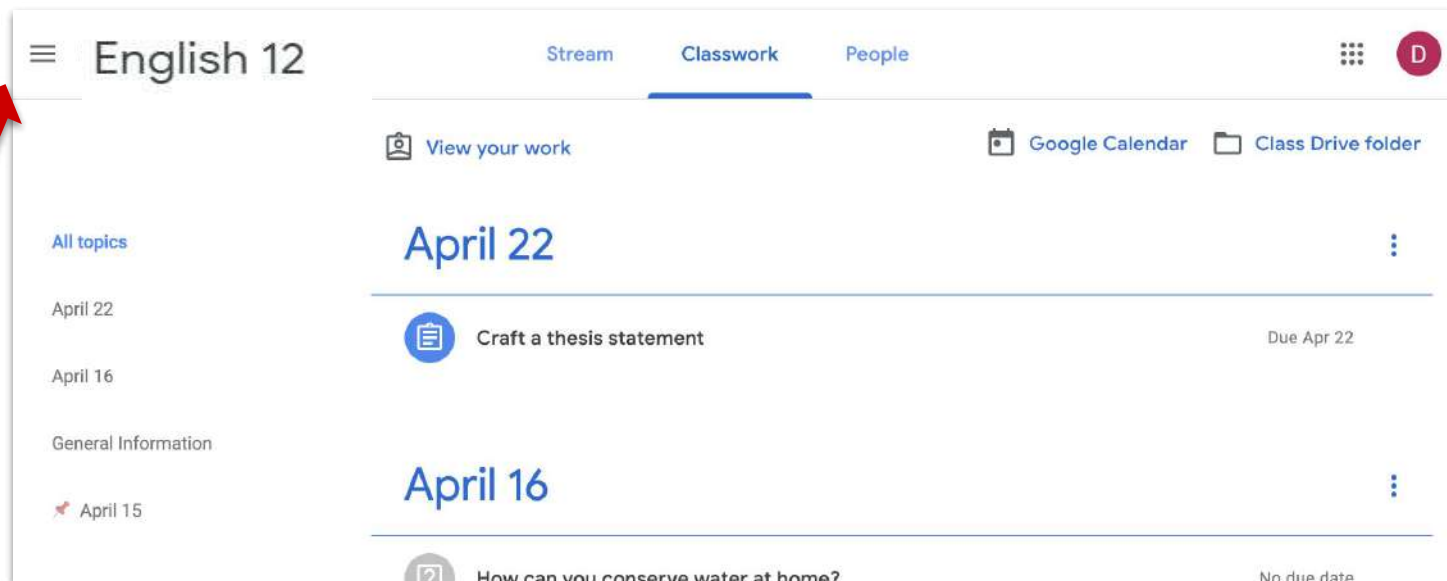


See when assignments are due. Click on the box to open the assignment.

The Classroom Calendar

The To Do List

**Click the
Pancake Menu
to open the To
Do List.**



The screenshot shows the Google Classroom interface for an "English 12" class. At the top, there are tabs for "Stream", "Classwork", and "People", with "Classwork" being the active tab. A red arrow points to the "Pancake Menu" icon (three horizontal lines) in the top left corner. Below the menu icon, there is a list of topics: "All topics", "April 22", "April 16", "General Information", and "April 15". The main content area displays a list of assignments. The first assignment is "Craft a thesis statement" due on "Apr 22". The second assignment is "How can you conserve water at home?" with "No due date".

English 12

Stream Classwork People

View your work Google Calendar Class Drive folder

April 22

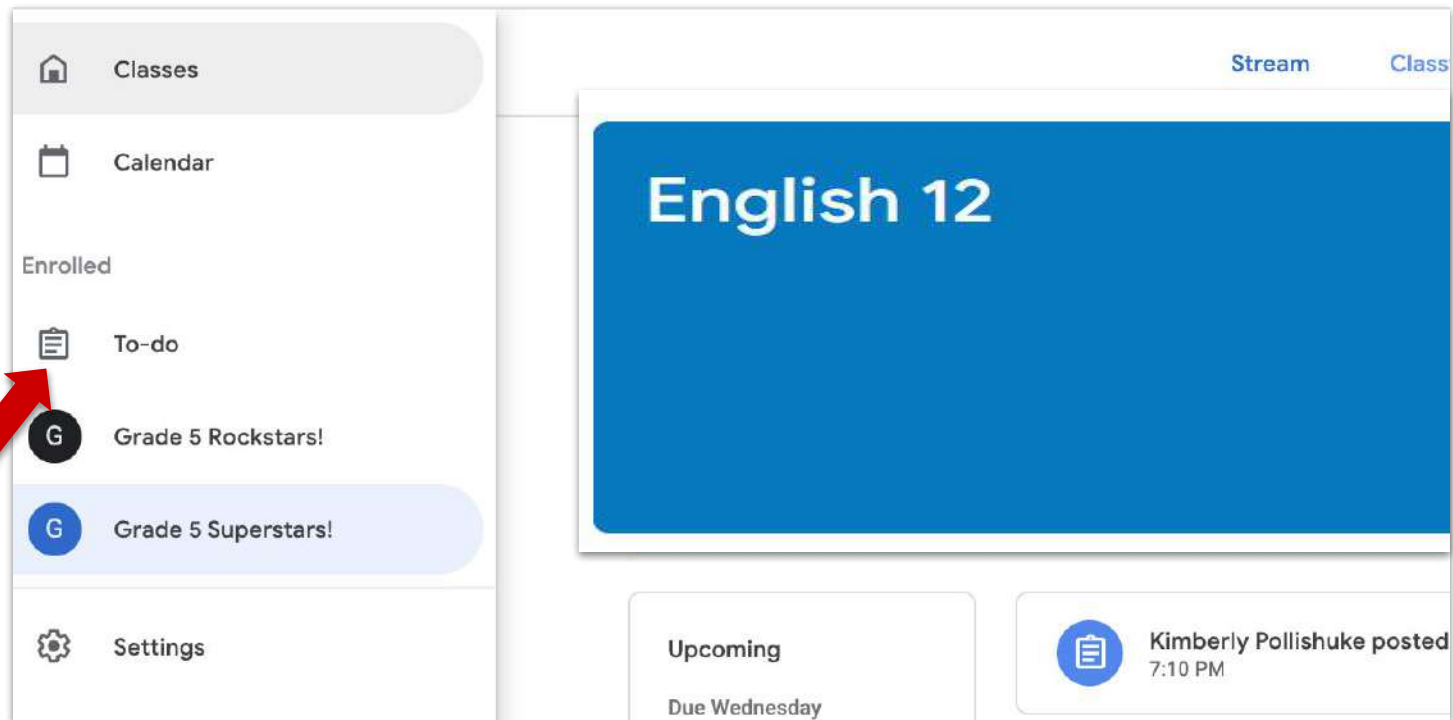
Craft a thesis statement Due Apr 22

April 16

How can you conserve water at home? No due date

The To Do List

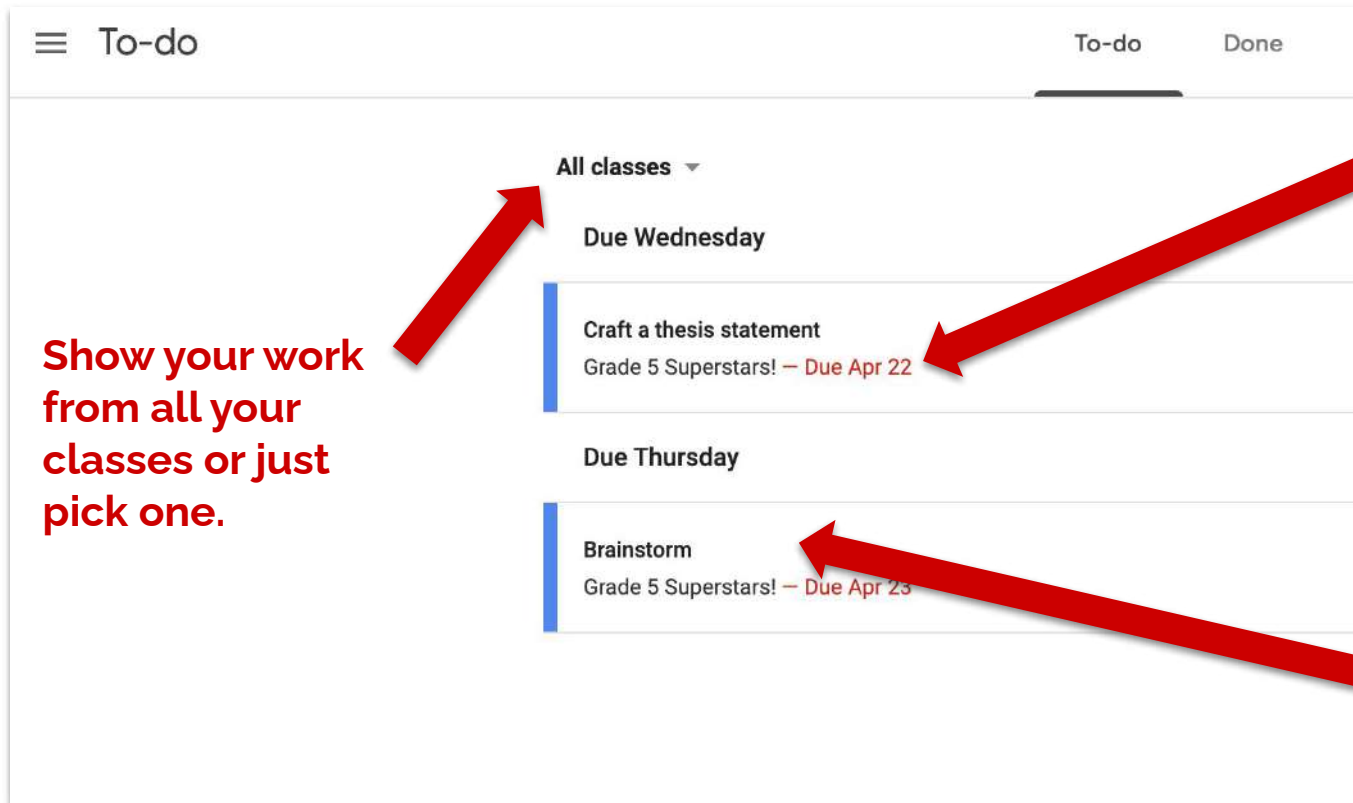
(The Pancake Menu)



**Click the
Clipboard icon
to open the To
Do List.**

The To Do List

(The Pancake Menu)



Show your work from all your classes or just pick one.

See when it is due.

Click the title of the assignment to jump right to it.

The To Do List

☰ To-do

To-do Done

All classes ▾

Due Wednesday

Craft a thesis statement Grade 5 Superstars! — Due Apr 22	75/100
--	--------

Due Tomorrow

Top 10 Ways to Ruin Grade 5 Grade 5 Superstars! — Due Tomorrow, 8:00 AM	Turned in
--	-----------

Due Today

Top 5 Ways To Ruin Grade 5 Grade 5 Rockstars! — Due 8:00 AM	Turned in
--	-----------

No due date

How can you conserve water at home? Grade 5 Superstars!	Turned in
What is the best way to conserve water? Grade 5 Superstars!	Turned in

?

See which assignments are already done.

See your grades here too.

The To Do List

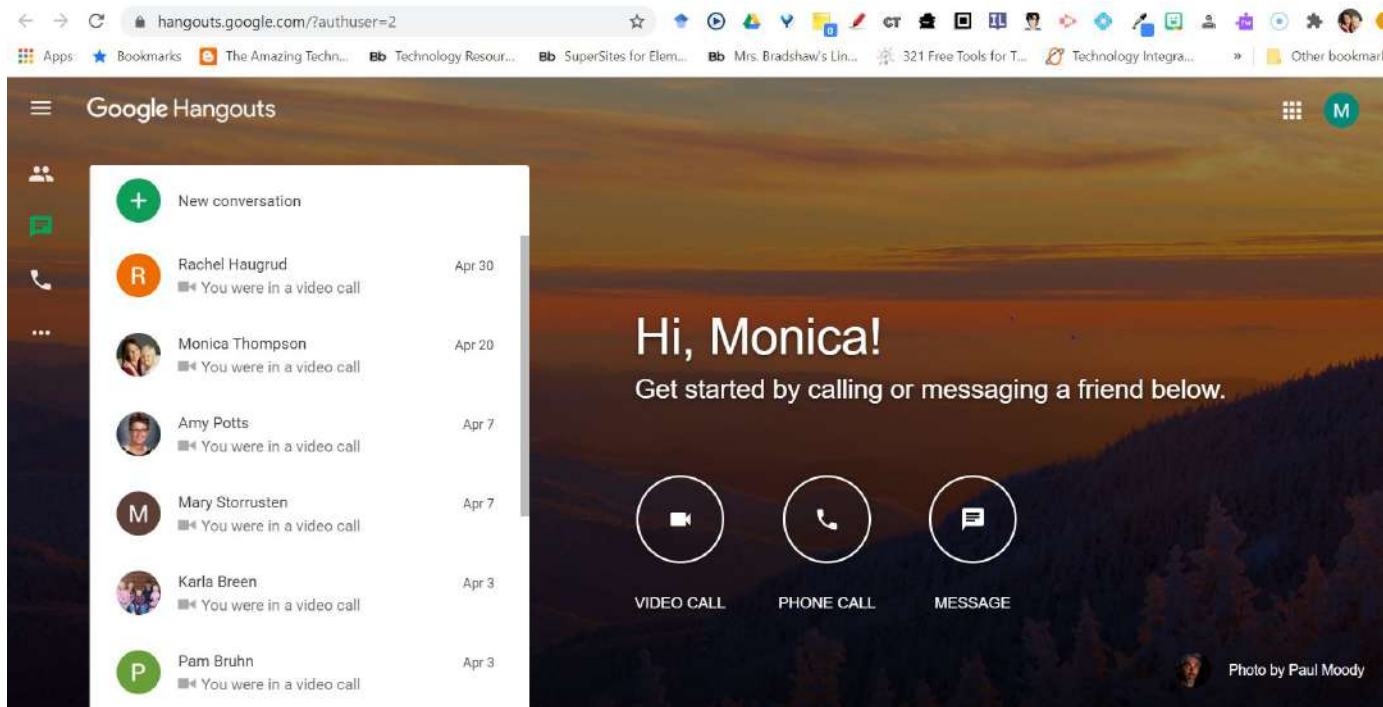
Hour 3 : Thursday and Friday

Google Hangouts and Email

Google Hangout (Teacher Communication)



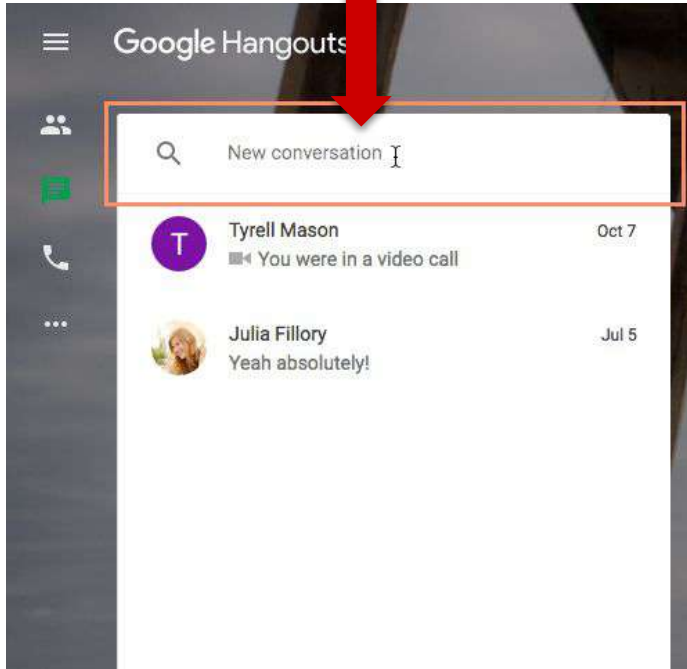
Open **Google Hangouts** at **hangouts.google.com** or select from the waffle menu.



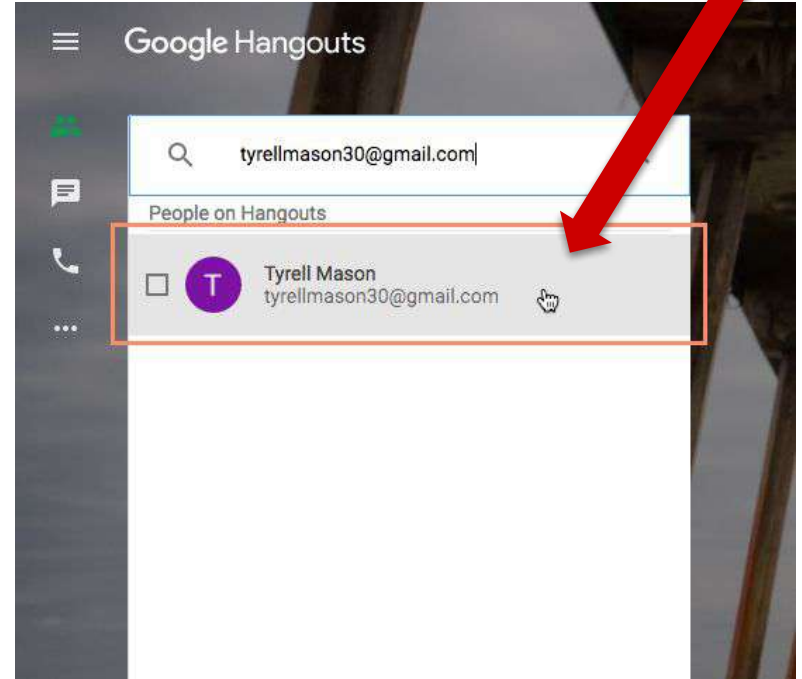
Google Hangouts

(Communication with teachers)

1. Click on **New conversation**

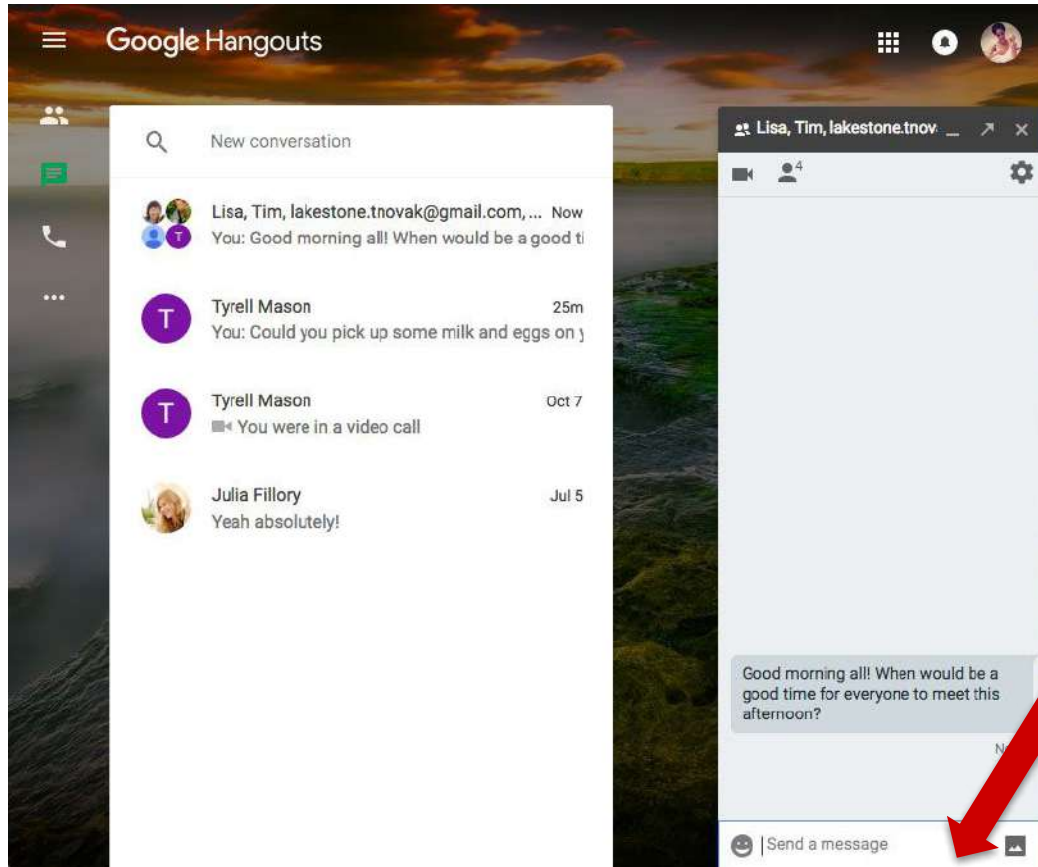


2. Start typing **name** or **email address** of the teacher you'd like to talk to and select



Google Hangout

(Communication with teachers)



Hangouts window will appear.
Type your message, then press
Enter to send it.

Google Hangout

(Communication with teachers)

Attendance will be taken with
Google Form when you have a
substitute.

When you have a substitute

Email


(School Communication)



Microsoft 365 now with Office 365 x Bb Directory x +

← → ↻ pelicanrapids.k12.mn.us/site/Default.aspx?PageType=1&SiteID=8&ChannelID=34&DirectoryType=6 ☆ Incognito

★ Bookmarks The Amazing Techn... Bb Technology Resour... Bb SuperSites for Elem... Bb Mrs. Bradshaw's Lin... 321 Free Tools for T... Technology Integra... » Other bookmarks

 **Pelican Rapids School District 548**
We Learn for Life!

Find it Fast > Search...

Viking Live Stream Lunch Menu Skyward Grades
PRHS Activities Online payments

Home District Schools Activities Programs **Parent/Student Resources** COVID-19 Learning Calendars Staff Resources

Parent/Student Resources

- > Homepage
- > Family Links Calendar

Home > Parent/Student Resources Directory

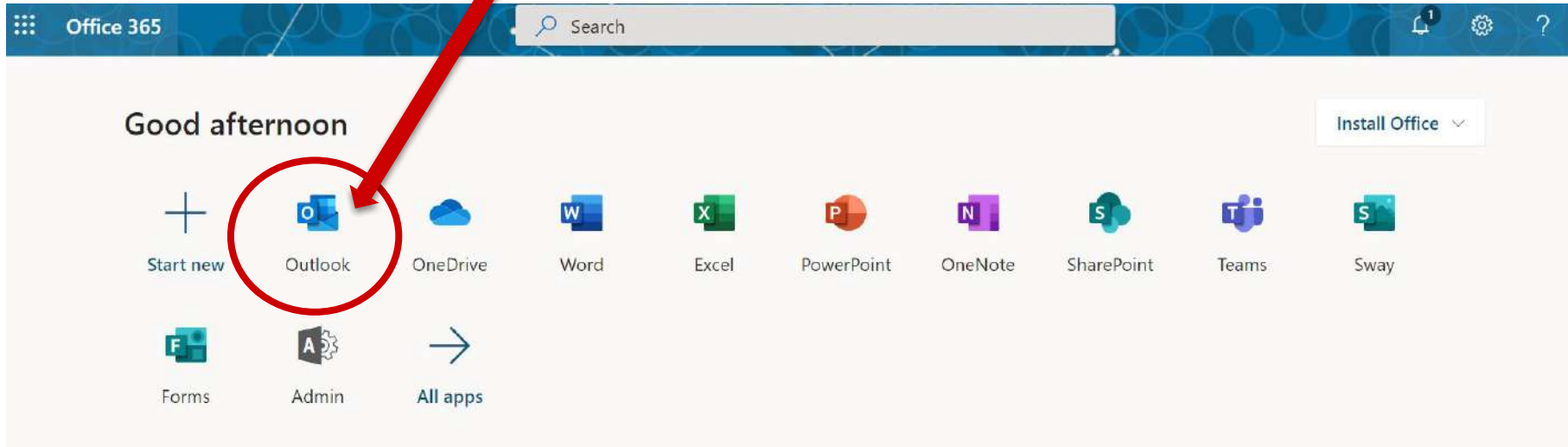
Parent/Student Resources Directory

C E F M O P R S T V

C <ul style="list-style-type: none">Classroom Supply List VES 2020-21Common Sense Media	P <ul style="list-style-type: none">Pelican Rapids Public Schools Testing Dates 2019-20Preschool Supply List 2020-21	<ul style="list-style-type: none">Senior Year Information & Resources PRHSSkyward-Grades
E <ul style="list-style-type: none">Enrollment Forms 2020-21	R <ul style="list-style-type: none">Reading Eggs website	<ul style="list-style-type: none">Sparks Physical Form 2020-21Student EmailStudent Handbook PRHS 2020-21
F		

Access email link from School Website

Click Outlook to check email and send messages



Office 365

Email: <http://outlook.office.com>

Hour 4: Thursday and Friday

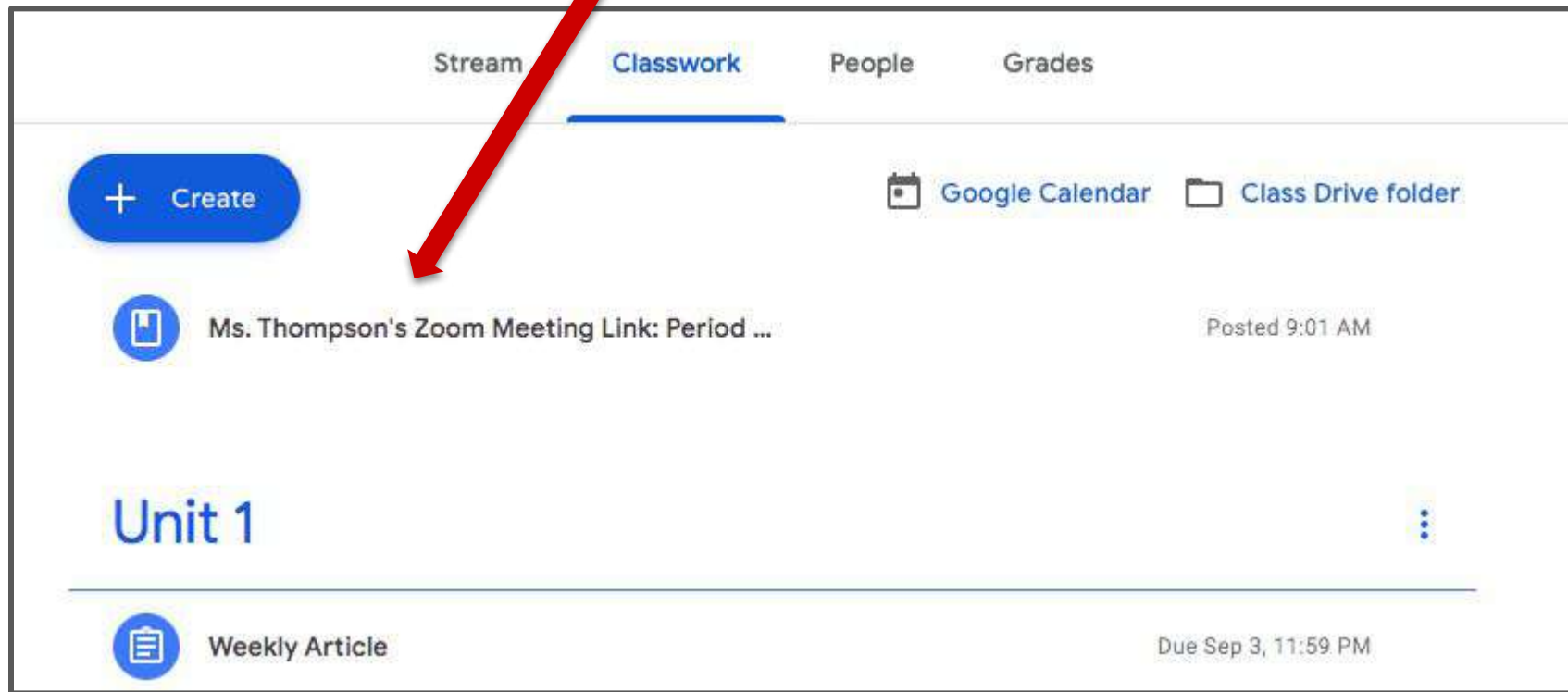
Zoom Meeting

Distance learners and Hybrid students (every other day) will connect with their class via Zoom.

Zoom to Connect with Class

**Link to Zoom Meeting posted in
Google Classrooms**

Zoom Meeting Link will be
posted in Classwork



The screenshot shows the Google Classroom interface. At the top, there are four tabs: "Stream", "Classwork", "People", and "Grades". The "Classwork" tab is selected and highlighted with a blue underline. Below the tabs, there is a blue button with a plus sign and the word "Create". To the right of the "Create" button, there are two links: "Google Calendar" with a calendar icon and "Class Drive folder" with a folder icon. Below these links, there is a post titled "Ms. Thompson's Zoom Meeting Link: Period ..." with a document icon. The post is dated "Posted 9:01 AM". Below the post, there is a section titled "Unit 1" with a vertical ellipsis menu icon to its right. At the bottom of the screen, there is a post titled "Weekly Article" with a document icon, dated "Due Sep 3, 11:59 PM". A red arrow points from the text above to the Zoom meeting link post.

Stream **Classwork** People Grades

+ Create

Google Calendar Class Drive folder

Ms. Thompson's Zoom Meeting Link: Period ... Posted 9:01 AM

Unit 1

Weekly Article Due Sep 3, 11:59 PM

Participant controls and actions



Zoom Meeting participant controls



ZOOM ETIQUETTE



BE ON TIME

Set your alarm!
Log on a few
minutes early.



LIMIT DISTRACTIONS

Find a quiet place.
Check your
surroundings.



BE PREPARED

Charge your
computer, use
headphones,
turn on camera.



PRESENTATION

Wear
appropriate
clothes, sit up
straight, camera
at eye level.



MUTE YOURSELF

Mute yourself
when you are
not speaking.



PARTICIPATE!

Don't multitask,
stay focused,
take notes,
contribute!



CHAT RESPONSIBLY

Use chat to ask
questions.
Watch out for
gossip! It may
be recorded!



SPEAK CLEARLY

Speak into your
mic, slow down,
take breaks to
check in with
others.



SHOW RESPECT

Practice good
netiquette.
Listen, be
respectful, be
considerate.



Hour 5: Thursday and Friday

Google Form Quiz and Creating Google Slide Presentation

Google Form: Sample Quiz



Practice Google Form

Go through this Google Form to get used to the different type of questions that you may be asked. Then make sure you submit this Google Form in your Google Classroom. If you have any questions, make sure you ask.

You are about to create your own story about a pirate's final adventure on the Caribbean Sea. Have fun. Be creative.

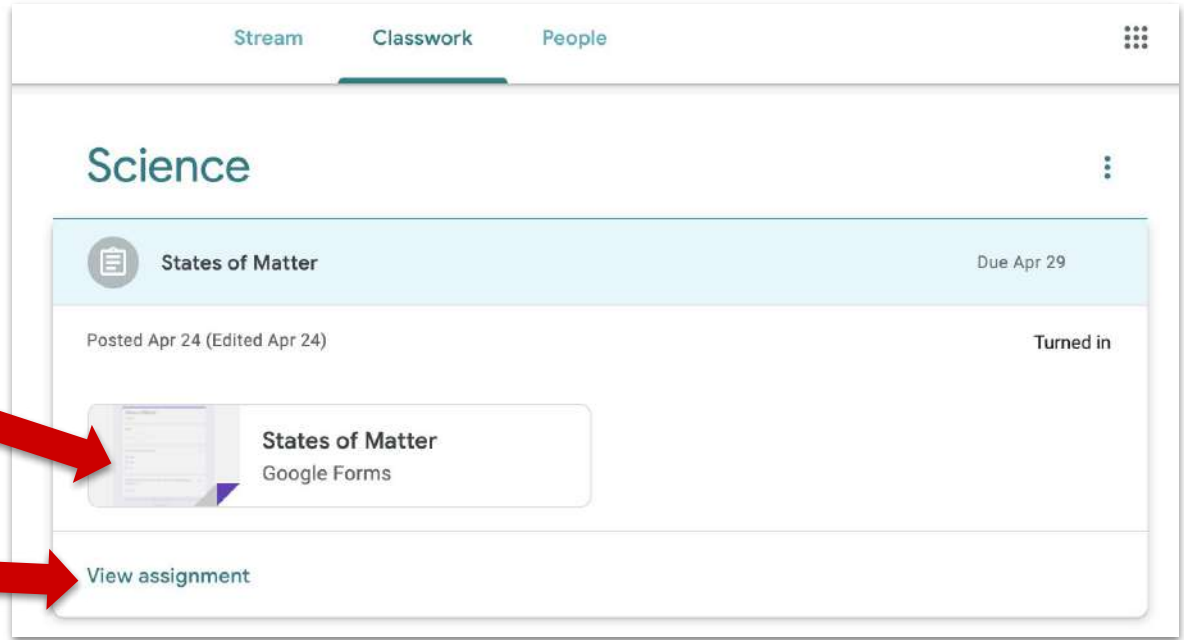
Your email address (**mtompsono@pelicanrapids.k12.mn.us**) will be recorded when you submit this form. Not you? [Switch account](#)

* Required

Google Form: Quiz Assignments

You can open a Quiz Assignment (it's just a Google Form) right from the Classwork page. When you submit, it automatically turns it in for you.

Click the link to view the Quiz Assignment in more detail.



Quiz Assignment Preview

(The Classwork Page)

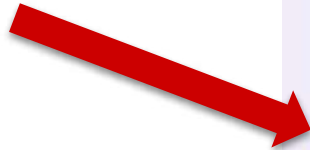
Click on the Quiz to
answer the questions.



When you submit the quiz, it will
automatically turn in the assignment for you.

Inside a Quiz Assignment

Click on **SUBMIT** after
you have completed
the quiz



Grade 7 - My Social Media Life - Lesson Quiz

* Required

1. Julie scrolls through her social media feed and starts to feel that everyone's life looks so exciting when hers feels so...boring. She starts to feel bad about herself. What should Julie be paying attention to right now? 1 point

*

☐ Oversharing

☐ Red flag feeling

☐ Miscalculation

2. Which of the following are negatives of social media? * 1 point

Choose:

3. What can you do if something on social media gives you a "red flag feeling"? * 3 points

Your answer:

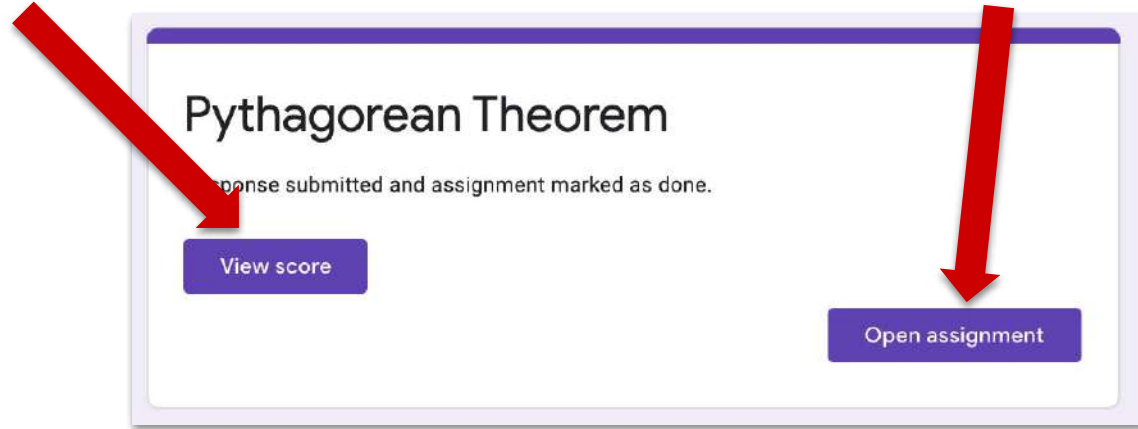
Submit

When you **submit** the quiz, it will
automatically turn in the assignment for you.

Submit Quiz


Sometimes your teacher will let you see your score right after you press submit on the quiz.

If your teacher returns your score, you will also be able to see it in Google Classroom.





Getting The Quiz Results


The score will be in the corner inside the assignment.



Classroom 2.0


 **Pythagorean Theorem** 1/1

 Kimberly Pollishuke 10:29 AM

 **Pythagorean Theorem**
Google Forms

Class comments

Your work Graded

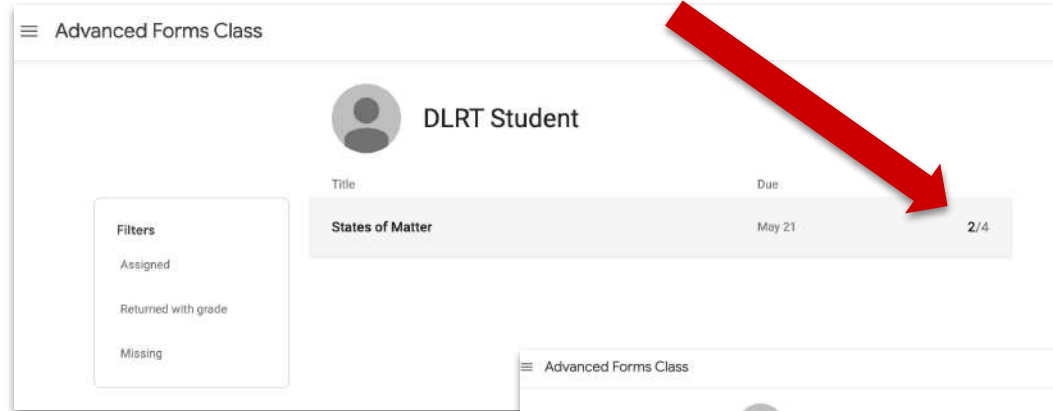
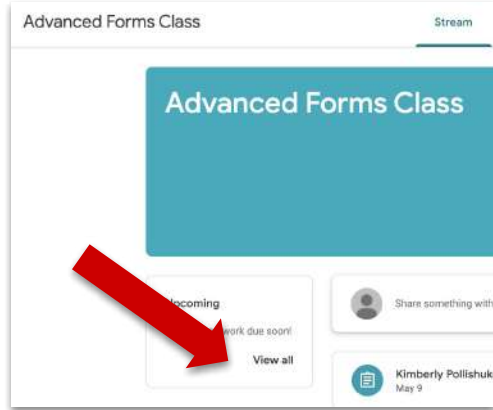
 **Pythagorean Theorem**
Google Forms

+ Add or create

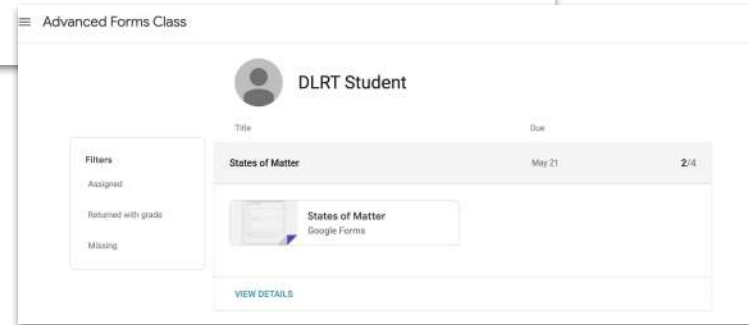
Resubmit

Getting The Quiz Results

The score will also be in the Student Work View page that you can access in the Stream.



Click on it to access your results.



Getting The Quiz Results

The screenshot shows a quiz interface titled "States of Matter". At the top right, it says "Total points 2/4". Below the title, there is a note: "The respondent's email address submission of this form, was recorded on". A dropdown menu for "Name" shows "Wahid". The first question is "Is water is a solid, liquid, or gas? *". It has three radio button options: "solid", "liquid" (which is selected and highlighted in green with a green checkmark to its right), and "gas". Below the options is a "Feedback" box that says "Well done. Now try to remember how a liquid turns into a solid." The second question is "Describe how a solid turns into a liquid. Use ice as an example in your explanation. *". It has a text input field containing "Solids melt and turn into liquids." and a "Feedback" box below it that says "Remember it is not graded. This is just so I can get a sense of you understanding of the topic. Confirm that you included the following points in your answer: ...". Red arrows point from the text on the right to the "Total points 2/4", the "liquid" option, and the second question's feedback box.

The overall score sits in purple at the top. If it is 0/0 it means the quiz was *unmarked*.

Correct answers are green. Incorrect answers are red.

If you get the answer wrong, your teacher *may* show you the right answer right above the feedback box.

Points are in the top right corner of the question.

Feedback is underneath.

Getting The Quiz Results

Google Slide Practice

Google Slides Practice

This is your time to practice how to use
and create in Google Slides.

Ask for help if you do not know how to do something!

Hour 6: Thursday and Friday

Bus Safety Information

Hour 7: Thursday and Friday

Bus Safety Training Exam

Bus Safety Training Exam

Minimum Competency 80% (16 of 20)

Your email address (**mthompso@pelicanrapids.k12.mn.us**) will be recorded when you submit this form. Not you? [Switch account](#)

After making an emergency exit off the bus, students should gather in the middle of the road about 100 feet from the bus. 1 point

- ☐ True
- ☐ False