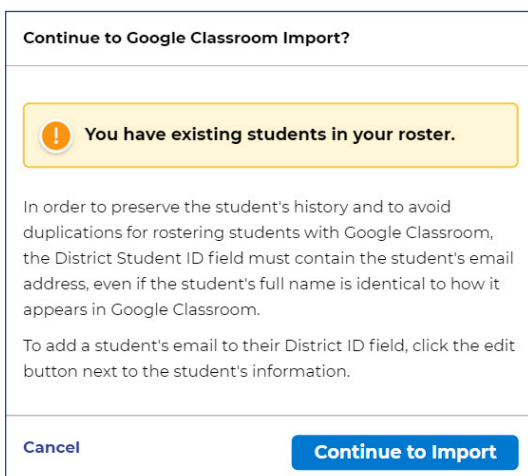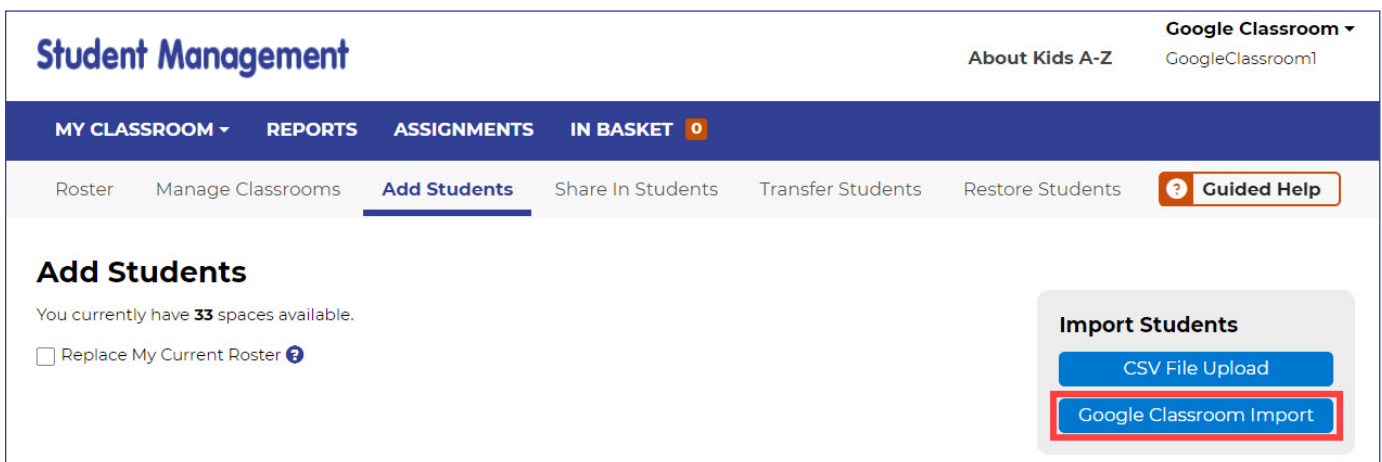# How to Set Up Your Class Roster with Google Classroom

Import your students quickly and easily using our Google Classroom Roster Import tool. This tool also lets you create a classroom URL to help your students log in to their Kids A-Z account directly from Google Classroom.

Important note: Google Classroom Roster Import cannot be used with an automated rostering integration.

① Log in to your account at **www.kidsa-z.com**

② Select *My Classroom > Add Students*

③ Select *Google Classroom Import*

Continue to Google Classroom Import?

⚠ **You have existing students in your roster.**

In order to preserve the student's history and to avoid duplications for rostering students with Google Classroom, the District Student ID field must contain the student's email address, even if the student's full name is identical to how it appears in Google Classroom.

To add a student's email to their District ID field, click the edit button next to the student's information.
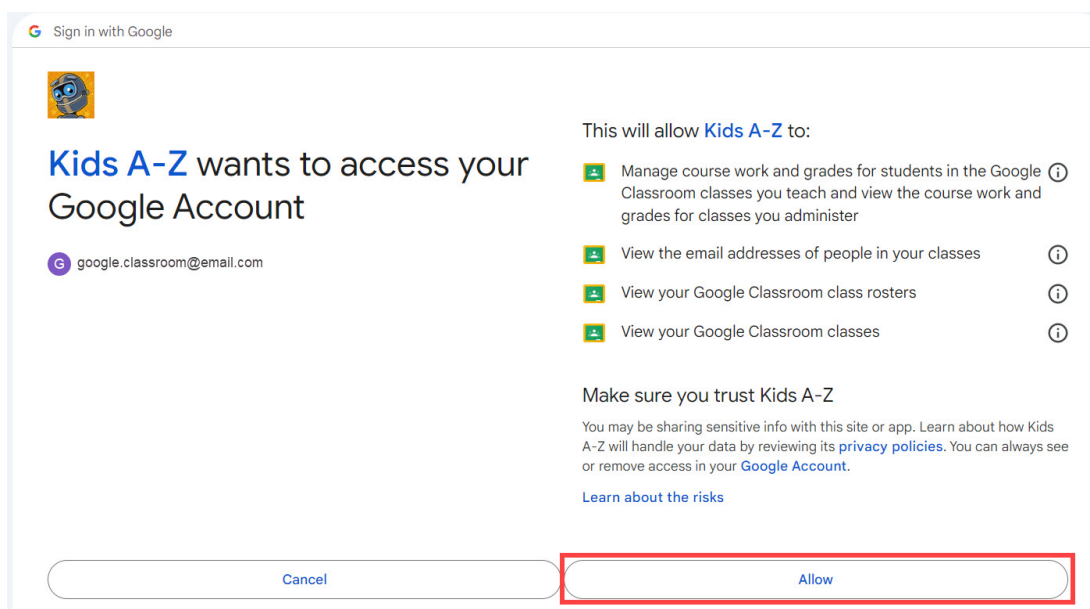
Cancel   **Continue to Import**

PLEASE NOTE:
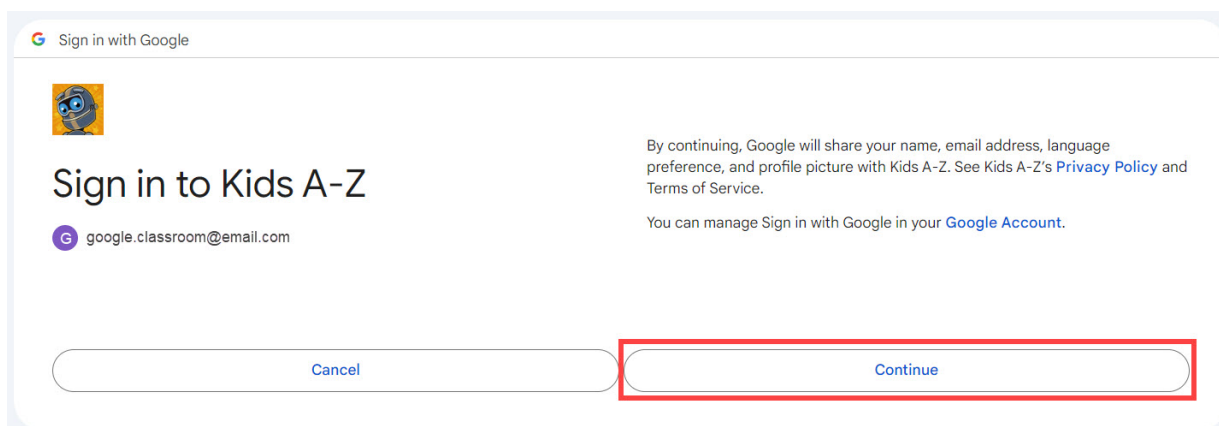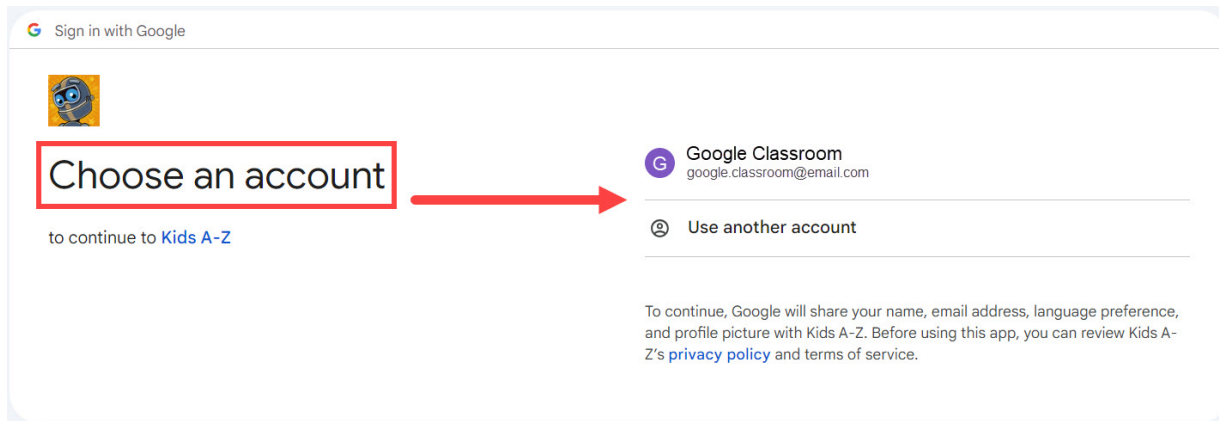
If you have students on your roster, make sure each student's email address associated with their Google Classroom account is present in the *District Student ID* field. This will ensure data is retained and prevent duplication of students.

- Click *Cancel* to return to your roster and update your existing students.
- Click *Continue to Import* to proceed with the Google Classroom import.

4 Sign in with Google and follow the prompts:

- Choose an account.
- Click *Continue.*
- Click *Allow.*

G Sign in with Google

Choose an account

to continue to Kids A-Z

G **Google Classroom**
google.classroom@email.com

⊙ Use another account

To continue, Google will share your name, email address, language preference, and profile picture with Kids A-Z. Before using this app, you can review Kids A-Z's privacy policy and terms of service.

G Sign in with Google

Sign in to Kids A-Z

G google.classroom@email.com

By continuing, Google will share your name, email address, language preference, and profile picture with Kids A-Z. See Kids A-Z's Privacy Policy and Terms of Service.

You can manage Sign in with Google in your Google Account.

Cancel   Continue

G Sign in with Google

Kids A-Z wants to access your Google Account

G google.classroom@email.com

This will allow Kids A-Z to:

📋 Manage course work and grades for students in the Google Classroom classes you teach and view the course work and grades for classes you administer ⓘ

📋 View the email addresses of people in your classes ⓘ

📋 View your Google Classroom class rosters ⓘ

📋 View your Google Classroom classes ⓘ

Make sure you trust Kids A-Z

You may be sharing sensitive info with this site or app. Learn about how Kids A-Z will handle your data by reviewing its privacy policies. You can always see or remove access in your Google Account.

Learn about the risks

Cancel   Allow

⑤ Select the class(es)* you wish to import, then select *Import These Courses*

Select From Google Classroom Courses You Own, Which Courses Are Imported

☑ Add Kids A-Z login link as an assignment on your selected Google Classroom courses

Import	Name	Section	Room
☑	Select/Deselect All Courses		
☑	Google Classroom 1	How to Setup Your Class	Training

Import These Courses

QUICK TIP:

As a default, the option to create a login link for your students is selected. This will auto-populate an assignment in Google Classroom with a link for students to log in to Kids A–Z directly.

* You may import multiple classes of students at once.
Please note that each classroom consumes a product license.

⑥ Select *Save*

Student Information ❓	Raz-Plus Level ❓	Science A-Z Grade | Level ❓	Grammar Auto Assignment Grade ❓	Foundations A-Z Explore Zone Auto-Assignment ❓	Password ❓ *required*
Student Username *required* Sam First Name *optional* Last Name *optional* Samantha Smith District Student ID *optional* Student4@EmailAddress.com	Placement Tool ▾	K-2 | Mid ▾	K ▾	Grade K | World 1 ▾ Current Level: 1	✏️ 🟥 ▾ ✖

Save

💡 **Still have questions?**
Contact **Customer Support**.

Learning A-Z
www.learninga-z.com