### 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

Student Management						About Kids A-Z	Google Classroom - GoogleClassroom1				
	MY CLASSROOM -	REPORTS	ASSIGNMENTS	IN BASKET 0							
	Class Roster )					+ Add Students	Guided Help				
	Brittany James	_	Corey Smith	ı	Maria Silas		irent Documents 🕶				
3 Select Google Classroom Import											
	Student Management     Google Classroom -       Google Classroom -     GoogleClassroom]										
	MY CLASSROOM -	Coogle Classroom - Coogle Classroom - About Kids A-Z CoogleClassroom] OM - REPORTS ASSIGNMENTS IN BASKET 0									
	Roster Manage C	assrooms	Add Students	Share In Students	Transfer Students	Restore Students	3 Guided Help				

# Add Students You currently have 33 spaces available. Replace My Current Roster ? CSV File Upload 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.

**Continue to Import** 

Cancel

#### **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.

## 🔀 Learning A-Z

4 Sign in with Google and follow the prompts:

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

Sign in with Google	<ul> <li>Google Classroom google.classroom@email.com</li> <li>Use another account</li> <li>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.</li> </ul>				
G Sign in with Google					
Sign in to Kids A-Z 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 <b>Privacy Policy</b> and Terms of Service. You can manage Sign in with Google in your <b>Google Account</b> .				
Cancel	Continue				
<ul> <li>Sign in with Coople</li> </ul>					
<u>×</u>	This will allow Kids A-Z to:				
Kids A-Z wants to access your Google Account	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				
G google.classroom@email.com	View the email addresses of people in your classes				
	View your Google Classroom class rosters				
	≧ View your Google Classroom classes ()				
	Make sure vou 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 <b>privacy policies</b> . You can always see or remove access in your <b>Google Account</b> .				
	Learn about the risks				
Cancel	Allow				

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

	Add Kids A-Z login link as an assignm	rses		
mport	Name	Section	Room	
	Select/Deselect All Courses			
	Google Classroom 1	How to Setup Your Class	Training	

#### 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 🕄	Español Level	Español Visibility	Science A-Z Grade   Level 🕄	Grammar Auto Assignment Grade 💡	Foundations A-Z Explore Zone Auto-Assignment 📀	Password g required	
Student Username required Connie L First Name optional Connie L District Student ID optional abc@abcl23.com	Placement Tool 👻	Grade K Lexile BR70L-10L ▼ Level aa		K-2   Mid 🔻	2 *	Grade 2   World 1 👻 Current Level: 1	🕜 van584 🔻	×
Add Another Student								Save



