











# Essential Apps to download on your tablet or phone

App	Function
	<p><b>Google Drive</b></p> <ul style="list-style-type: none"> <li>• Online cloud storage where you can store and save all files which you can upload automatically to Google Classroom</li> <li>• Make sure to log in with your glanmirecollege.com email</li> <li>• All work from google classroom, google docs and google slides can be saved here automatically</li> </ul>
	<p><b>Gmail</b></p> <ul style="list-style-type: none"> <li>• Send and receive emails from your school email address – glanmirecollege.com. Google Classroom Alerts, important emails and feedback on work can be shared here.</li> </ul>
	<p><b>Google Classroom</b></p> <ul style="list-style-type: none"> <li>• Online classroom forum where teachers can share class updates live on the stream, set assignments and tasks via the classwork tab and provide detailed feedback on assessment tasks, projects and homework</li> <li>• Students will use google classroom to submit work on or before deadlines set by the teacher</li> <li>• All work submitted on Google classroom should be presented in .doc or pdf format for correcting</li> </ul>
	<p><b>Google Meet</b></p> <ul style="list-style-type: none"> <li>• Online video conferencing app that allows teachers and students to host classes or meetings online</li> </ul>
	<p><b>Google Docs</b></p> <ul style="list-style-type: none"> <li>• Online word processor that automatically saves your work to your school drive</li> <li>• Voice typing is also available</li> </ul>
	<p><b>Google Slides</b></p> <ul style="list-style-type: none"> <li>• Online word PowerPoint that automatically saves your work to your school drive</li> </ul>
	<p><b>Google Forms</b></p> <ul style="list-style-type: none"> <li>• Online assessment forum teachers and students will set and engage with assessment tasks and quizzes</li> </ul>
	<p><b>CamScanner</b></p> <ul style="list-style-type: none"> <li>• App which can be used to take pictures of your work, this app automatically converts images of work to pdf format.</li> <li>• Important – label and save all pdf's to your google drive</li> <li>• All work converted to pdf using this app can then be uploaded to google classroom for marking</li> </ul>

## Submitting Work

### IMPORTANT:

Images of student's work will not be corrected. Please upload .doc or .pdf versions of work to Google Classroom.

Students should aim to submit work on or before all Google Classroom deadlines