

STUDENT ACCESS OF GOOGLE CLASSROOM

The following steps are designed to help you gain access to Google Classroom.

You will follow these steps to gain access to your CCCC Google Account.

1. You will use your **first initial, last name, followed by the shop designation @clarioncte.org**. For example, John Smith in Allied Health Science would become jsmithahs@clarioncte.org.
 2. Enter the password you set at the start of the school year.
 3. Click on the 9 dots in the upper right-hand corner of the screen.
 4. Click on Classroom
 5. You will now see your classroom assignments
- Accounts are all in **lowercase**. For example, McDonald would become mcdonald.
 - Students with a hyphenated name will only use the LAST name in the hyphenation.

Shop Designations are as follows:

ahs – Allied Health Services
cah – Culinary Arts and Hospitality
csa – Cosmetology Styling Academy
ct – Construction
dt – Diesel
at – Automotive
wld – Welding
cn – Computer Networking
ps – Police Science

Assignments on Classroom

Once in Classroom, you will click on the assignment(s) posted by your instructor. Follow the directions of each assignment for completion and how to return it to your instructor.

Attendance

Your instructor will post on classroom, Jupiter, or send an email requesting you to report you are “in attendance” for the day of remote learning. By completing this and your assignment, you will be marked as present for the Career Center.

Clarion County Career Center’s website is clarioncte.org

Clarion County Career Center’s phone number is 814-226-4391

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