

Guardian's Guide to Google Workspace for Education

Your child's school is using the collaborative and productive tools of Google Workspace for Education. These tools help strengthen your child's learning and the connections between your child, their school, and you – all within a secure digital learning environment. Use this guide to learn about each key tool and how you can get more involved in your child's education to help your child thrive.

Learn about Google Workspace for Education

Today, Google Workspace for Education is used by over 170 million students and educators around the world. Its tools help educators manage classes, encourage students to stay engaged and on top of their classwork, and foster communication and collaboration across school communities. Google Workspace for Education also has built-in [accessibility features](#) to support students with their specific learning styles or needs, which helps create more inclusive classrooms.

How is your child using Google Workspace for Education in school?

Schools provide a school-managed Google Account to each student and teacher to use for educational purposes, and may enable [additional services](#) beyond Google Workspace for Education's core offerings. Here are some of the most common [Google Workspace tools](#) used in the classroom, and how your child is using them.

Collaboration and learning tools used by your child

Classroom	With Classroom, your child can find all of their assignments, communicate with their teacher, and get feedback and grades. As a family member, you can opt to get email summaries so you can keep up with your child's progress.
Forms	With built-for-education features, teachers can create quizzes in Forms so your child can demonstrate their knowledge. It's easy to create in Forms, with multiple question types and a drag-and-drop interface. Teachers use Forms to conduct interactive in-class activities in real time, collect information for field trips and potlucks, or even gather questions to answer during parent-teacher conferences.
Docs, Sheets, and Slides	Your child can create documents, spreadsheets, and presentations – and collaborate with their peers and teachers in real time. They can share their work, get feedback, and make edits instantaneously.
Drive	Drive is your child's virtual backpack, where they can store and organize assignments, documents, or class curricula securely, and access them from any device. This means that all of your child's important information and student work is saved automatically and won't get lost. It can be helpful to sit down with your child and review all their school work stored within their Drive.
Accessibility features	Accessibility features are built into Google Workspace for Education, and help your child learn in a way that works for them. They can use voice typing or a screen reader, connect a Braille display, or use closed captions in Google Meet or Slides for extra support.

→ Learn more about [Google for Education's commitment to privacy and security](#).

Communication tools used by your child

Google Meet When in-person parent/guardian-teacher conferences are not possible, your child's teacher can use Google Meet to set up a virtual conference. Google Meet is also a great solution for [distance learning](#), where educators can hold classes and communicate with your child's class when they're not able to be with them physically. Google Meet also has educator controls, including the ability to mute and remove participants, to help manage the class.

Calendar Each class in Classroom has its own calendar, which helps your child know when they have upcoming events or assignments. Teachers can also use Calendar to create [appointment slots](#) to meet with students or hold parent-teacher conferences.

How is your child's data kept safe?

Google is committed to building products that help protect student and teacher privacy and provide best-in-class security for our schools. If your child is using Classroom and Google Workspace for Education, Google does not own any of the student data, students are not subject to ads, and we support compliance standards such as FERPA,¹ COPPA,² and GDPR.³



You can learn more about Google for Education's commitment to privacy and security at google.com/edu/privacy.

Want to know more? Here are some conversation starters:

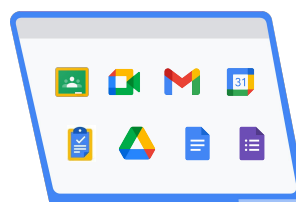
What are some of your recent group projects? How did you collaborate?

Where do you see your assignments?

What was your favorite group project? What was the topic, and what did you learn?

How can you access your classwork at home?

How does Classroom help you manage your school work?



→ To learn more, see our [Teacher Center trainings](#) and [Help Center](#), watch a [tutorial](#), or visit our [website](#).

You can also learn how Google is empowering families with [Teach from Anywhere](#).

¹ Family Educational Rights and Privacy Act.

² Children's Online Privacy Protection Act of 1998.

³ General Data Protection Regulation.