

# LOGGING INTO G-SUITE

G-Suite for education provides students and teachers with lots of different tools for on-line learning. Students' login details are the same as those for most school applications, including SMHW, E-praise and email. For G-Suite however, the usual .309 username needs to have @hws.uk.com added at the end, and the usual password needs to have hws added to the beginning. So someone whose regular login is tashman.309 and password: rabbit7 is, for G-Suite, tashman.309@hws.uk.com and password hwsrabbit7.

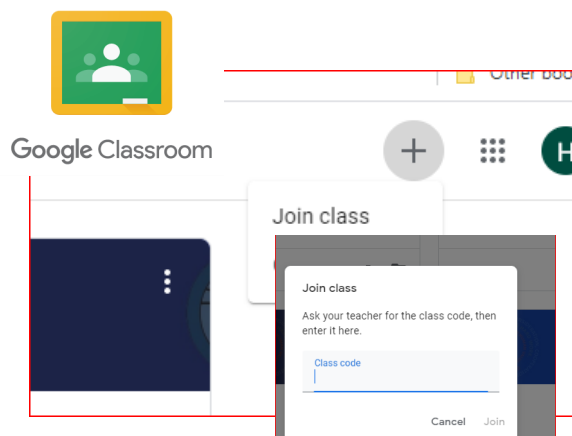
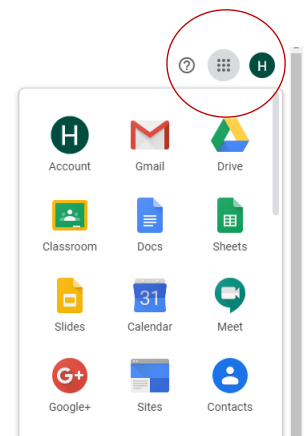


G Suite For Education

To access your G-Suite just login to the Google homepage as if you were logging into a gmail account. (<https://accounts.google.com/servicelogin>).

Then enter your @hws.uk.com g-suite address and your g-suite password.

If you then click on the nine-dots square icon (sometimes called the hamburger icon) in the top right you will see all the tools available in G-Suite. You should first check your email as you are likely to have emails that give you access to shared folders. When you click on the links in these emails they will open folders in your "shared with me" Drive.



Your teachers will have sent you class codes through Show My Homework.

If you go into Google Classroom then you will see a + sign in the top right. Click on that and you will be asked to enter a code to join a class. If you type the code in here the class will be available to you.

**Please remember to be kind online. Keep yourself and others safe.**

If you have any cause for concern please email [esafe@hws.haringey.sch.uk](mailto:esafe@hws.haringey.sch.uk) or alert us by using the bully box on the site. You are responsible for what happens under your g-suite account.