Accessing Google Classroom

If you have difficulty accessing Google Classroom, please send an email to studentservices@mbit.org

Please be advised that a MBIT email address has been created for each student. The student’s email address is:

- **User Name:** first initial, last name@mbit.org (ex. John Doe = jdoe@mbit.org)
- **Password:** password1#
- If student has a hyphenated last name, please send an email to studentservices@mbit.org

In order to access the Google Classroom, please follow the steps below:

1. Go to [www.google.com](http://www.google.com) and click “Sign In.”
2. If students are signed in to a personal account or sending school account, they will need to sign out of that account.
3. Enter login information (listed above). **Students MUST be logged into their MBIT account in order to have access to the classroom.**
4. Once signed in, students will see an icon in the top right corner of their screen which contains nine dots. They will need to click that icon, and find “Classrooms.” See image below.

![Google Classroom Icon](image)

5. Click “Classroom.” Once here, students will see an invitation to join their program’s Google Classroom.
The primary platform (virtual classroom) will be **Google Classroom**, but classes will meet synchronously (live) on **Google Meet**. Google Meet will offer students the opportunity to interact with their teachers and classmates face-to-face. Using **Google Meet**, students can reach out to their teacher with questions anytime during their session period.

- A Session Morning Students log in at 7:30AM
- B Session Afternoon Students log in at 11:00AM