

# How To use Google slides:

1. Open Google Drive and open the file you want to assign
2. **Make a Copy of the File, Rename It, and Save it**
3. Modify the Copy – Delete Slides, Add Slides, Add in More Directions
4. Open Google Classroom
5. Click the Classwork Tab
6. Click Create and then Assignment
7. Name the Assignment and Add a Few Directions
8. Click Add and then Google Drive
9. Search or Locate the File in Your Google Drive and then Add It
10. Important — Change the Settings to Make a Copy For Each Student
11. Add Point Value or Due Dates and Click Assign

Click on The link below for:

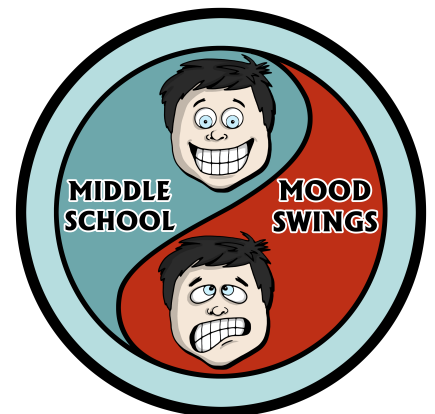
## [Book Report in Google Slides](#)

Click on The link below for directions on how to enlarge The pages in Google Slides:



### [How to enlarge pages in Google Slides](#)

You are welcome to copy this link and post it in Google Classroom for your students if they need help with this.



Please feel free to email me if you have any questions or need help:

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