Edmodo: Integrating Google Docs for Staff & Students
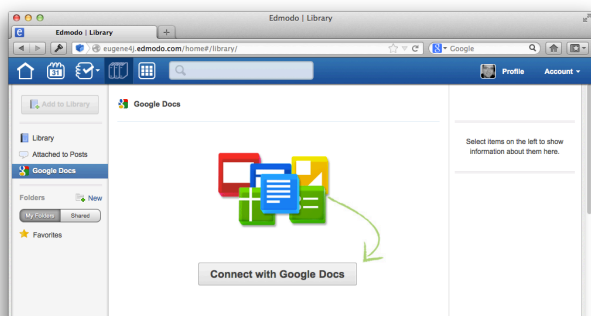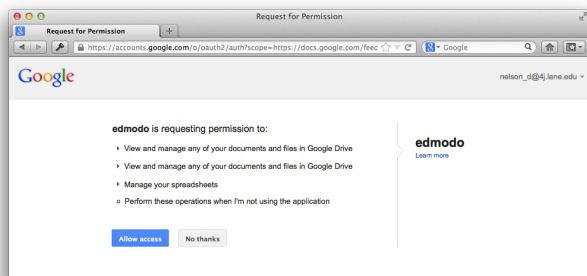
Teachers & Staff

1. Sign into your 4J Google Docs account at http://gdocs.4j.lane.edu
2. Open a new tab or window and sign into Edmodo at http://eugene4j.edmodo.com
3. In Edmodo, click **Library** (icon of three books) at the top of the page.
4. Click the **Google Docs** link in the sidebar.
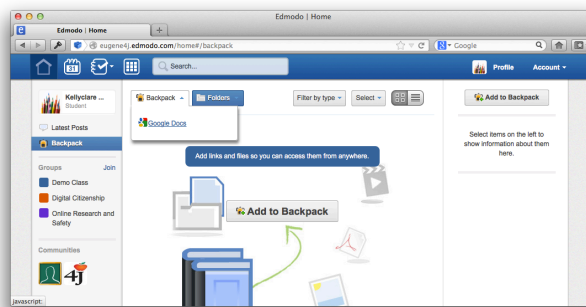5. Click **Connect with Google Docs**.

6. Edmodo should display a message asking for permission to access your Google account. Click the **Allow access** button.
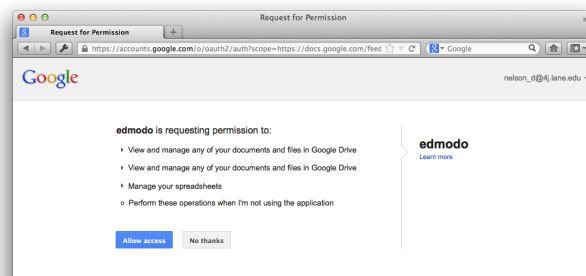

7. Return to your Edmodo home page by clicking **Home** in the top toolbar.
8. Click on the **Library** button again and verify that your Google Docs files are now available.
9. Now when you post assignments, there will be a **Google Docs** section in your library. This will allow you to post Google Docs files as part of an assignment, in addition to files you have uploaded to your library.

Students

1. Sign into your 4J Google Docs account at http://gdocs.4j.lane.edu
2. Open a new tab or window and sign into Edmodo at http://eugene4j.edmodo.com
3. Click **Backpack** in the left sidebar.
4. Click the **Backpack** button near the top of the page, and select **Google Docs.**

5. Click **Connect with Google Docs**.
6. Edmodo should display a message asking for permission to access your Google account. Click the **Allow access** button.

7. Return to your Edmodo home page by clicking **Home** in the top toolbar.
8. Now when you turn in assignments, there will be a **Google Docs** section in your **Backpack**. This will allow you to turn in Google Docs files as part of an assignment, in addition to files you have uploaded to your library.