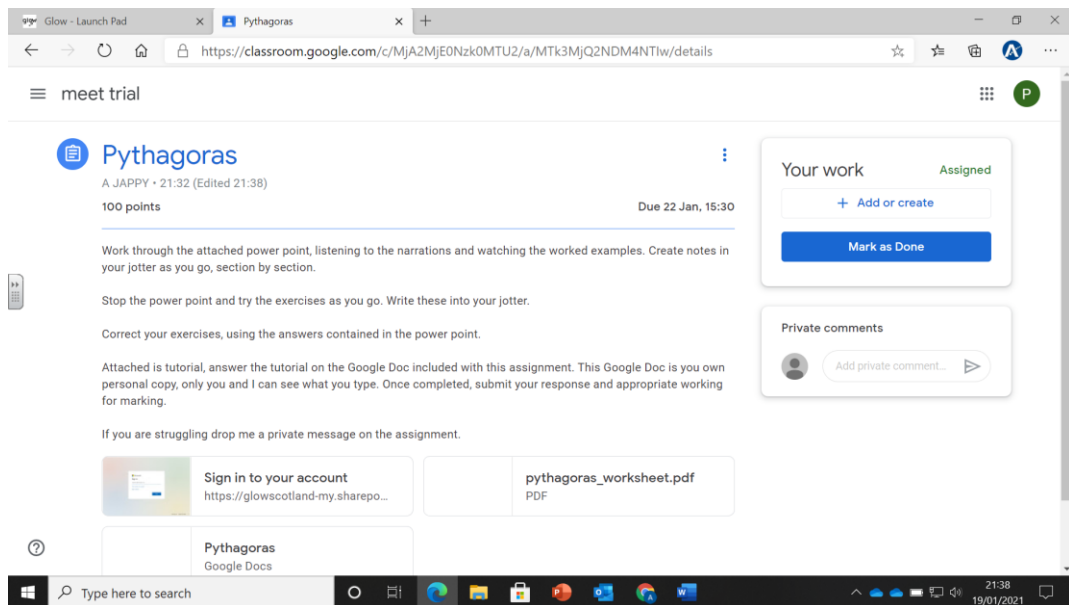
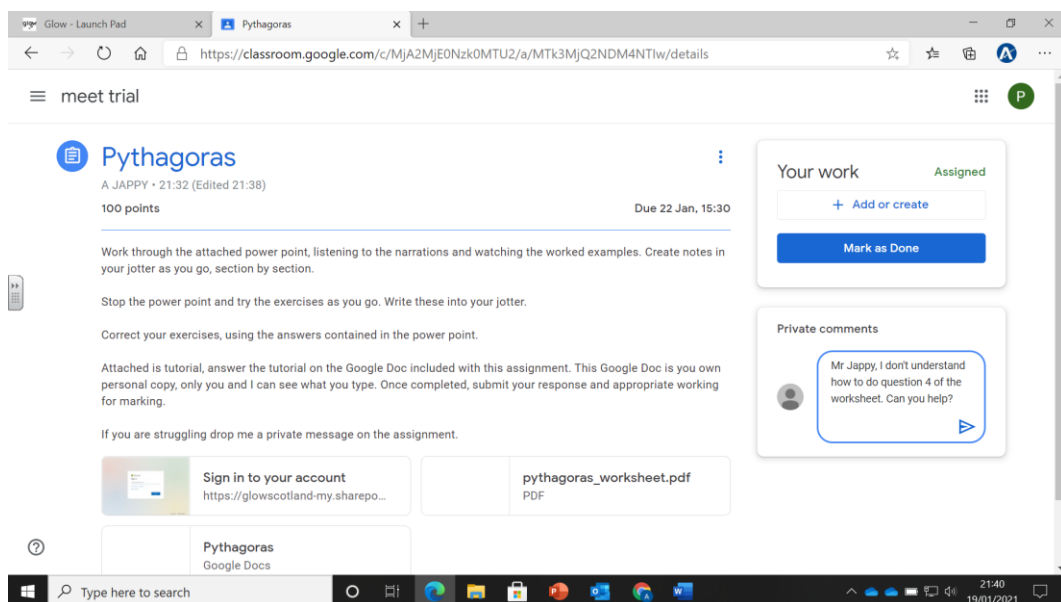


# Sending a Private Comment to your Teacher

1. You are able to send your teacher a private comment concerning an assigned task. Your teacher will then be able to reply and offer you assistance, prompting you to get to improve your learning and understanding.
2. Open the task set by your teacher.



3. In the "Private Comments" box, type your question or request for help. Then press the arrow to send. Only your teacher and you will be able to read your private comment.



4. Your teacher will reply to your question or request for help when they can. Their response will appear directly below your private message.

The screenshot shows a Google Classroom assignment titled "Pythagoras" with a due date of "22 Jan, 15:30". The assignment is worth 100 points. The instructions are as follows:

- Work through the attached power point, listening to the narrations and watching the worked examples. Create notes in your jotter as you go, section by section.
- Stop the power point and try the exercises as you go. Write these into your jotter.
- Correct your exercises, using the answers contained in the power point.

Additional instructions state: "Attached is tutorial, answer the tutorial on the Google Doc included with this assignment. This Google Doc is your own personal copy, only you and I can see what you type. Once completed, submit your response and appropriate working for marking." and "If you are struggling drop me a private message on the assignment."

The assignment includes two attachments:

- A Google Doc titled "Pythagoras" (Google Docs).
- A PDF titled "pythagoras\_worksheet.pdf".

On the right side, there is a "2 private comments" section:

- Pupil Mearns** (21:40): "Mr Jappy, I don't understand how to do question 4 of the worksheet. Can you help?"
- A JAPPY** (21:41): "If you look at worked example number 4, this may help. Can you remember what the rule of pythagoras is?"

At the bottom of the comments section, there is an "Add private comment..." button with a play icon.

Private messages are like sending a text, your teacher will reply once they have opened and read your message and can reply. Private messages are not an instant messaging service.