



# OPTION 2

## Import an existing Google Classroom roster to EG

Students must have EG accounts before syncing with Google Classroom

1. Click Student Center, then click Manage Users
2. Select the Google Classroom option and select the green Import Google Classes button

### GOOGLE CLASSROOM CENTER

Grade:  Class:  Import Google Classes



3. The Google Classes will populate, select the classes that need to be imported and then select OK

PLEASE SELECT CLASS

Class Name	Select All	Import
GC-EG 2nd	<input type="checkbox"/>	<input type="checkbox"/>

Import Class Close

Google Classes are imported successfully

OK

4. Once the classes are properly displayed, select the Class Name to view the students and their status. Each student's status will change to Accepted once they've completed the Steps for Student Setup (on the last page)

Grade:  Class:  Import Google Classes

Show | 10 | entries

Grade	Class Name	Import	Status
3	EG-GC 3rd	No	Disable Google Classroom
	GC-EG 2nd	Yes	Class is not merged

Showing 1 to 2 of 2 entries

Show all student (ignore Class selection)

Show | 10 | entries

Student Name	Grade	Class Name	Google Email	Status
mat solace		GC-EG 2nd	mat.solace.gcs@gmail.com	Student is not synced

