

Post a Question

You can post a question in your class stream at any time. For every question, you can choose whether or not students can edit their answers as well as see and reply to each other's answers. After you post a question, you can also see the number of students who have and haven't answered.

1. Sign in to Classroom at classroom.google.com.
2. Click the class to open the stream.
3. Click  and click **Create question**.
4. Enter the title of your question.
5. (Optional) Enter a description, if needed.
6. (Optional) By default, the answer is due the next day. To select a date from the calendar, click **Due date**. To post a question with no due date, click .
7. (Optional) To select a time from the drop-down list or enter a custom time, click **Time**.
8. Click **Save**.
9. (Optional) To upload a file, click , select the file, and click **Upload**.
10. (Optional) To attach a Google Drive item, such as a document or form:
 - a. Click .
 - b. Locate and select the relevant item and click **Add**.
11. (Optional) To attach a YouTube video, click  and choose one of these options:
 - To attach a video link:
 - a. Click **URL**.
 - b. Enter the link for the YouTube video and click **Add**.
 - To search for a video to attach:
 - a. Click **Video search**.
 - b. Enter keywords in the YouTube search bar.
 - c. Click the video that you want to attach and click **Add**.
12. To attach a link, enter the relevant link text and click **Add**.
13. If you decide that you don't need the attachment, click **X** next to the attachment.
14. (Optional) To post the question to another class, click the class name and select any additional classes.
15. (Optional) If you decide not to post the question, click .
16. If you want to save the question for a later date, click the arrow next to **Ask** and select **Save draft**.
17. Click **Ask**.
18. (Optional) By default, students can see and reply to each other's answers. Uncheck the **See and reply to each other's answers** box, if needed.
19. (Optional) Click the **Edit their answers** box to allow students to edit their answers, if needed.
20. Click **Ask**.

Note: Your draft question is saved and accessible in **Drafts** in the class stream. When a question is drafted by one teacher and posted by a co-teacher, the teacher posting the question is identified in the class stream as the author of the question.

In the class stream, you can see the number of students who have answered the question or commented on it.