

Google Group Formulas

School: (Students and Staff)

<school_initials>-all@conwayschools.info

example: bcms-all@conwayschools.info both students and staff

Students: (All students, all grades)

<school_initials>-students@conwayschools.info

example: bcms-students, wce-students

Staff: (Teachers and Classified Only)

<school_initials>-staff@conwayschools.info

example: bcms-staff

Grade: (Specific grade levels of students)

<school_name>-grade-<grade>@conwayschools.info

example: bcms-grade-06

Teacher: (By class period and subject area) **this is the formula you will see in google classroom to add students by group.*

<school_initials>-<school_number><course_name>("in" if

inclusion)<teacher_initials>-<section_name>-<period_name>@conwayschools.info

example: bcms-30socialsty7cb-1-1