Get Going with Google

http://mbcurl.me/11M89

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Kahoot

Teacher: http://getkahoot.com

Student: http://kahoot.it

Engage your students using any device!

Hang on for the ride!!

Why I LOVE Google for Education?

1. **Real-Time**
2. **Every change you make is automatically saved in Drive**

3. **Unlimited storage beyond the Google Docs you create**

4. **Collaboration**
5. **Huge Reduction in Paper**
6. **View Revision History**
7. **Access anywhere with an internet connection**
8. **Share as needed with editing or viewing rights**
9. **Easy Data Collection**
10. **Google Drive will take almost anything, slide presentations, word processing documents, drawings, PDFs, spreadsheets, etc.**

Google Docs Tools
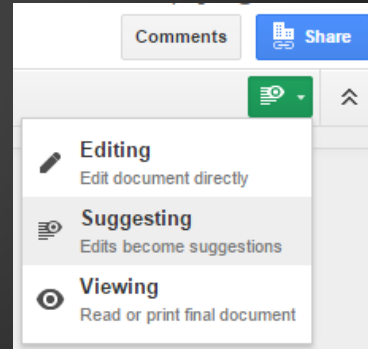
RESEARCH TOOLS:

Google Docs → Tools → Research

SUGGESTING EDITS:

Google Docs → Editing→

EQUATION EDITOR:

Google Docs → View→ Show Equation Toolbar
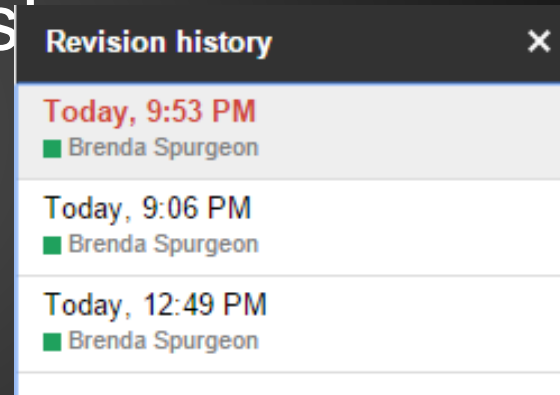
Need to Know Google Docs Tips

Easily Revert Back:
Use File → See Revision His

Show Shortcuts: Ctrl /

Superscript: Ctrl +

Subscript: Ctrl ,

Revision history   ×

Today, 9:53 PM
■ Brenda Spurgeon

Today, 9:06 PM
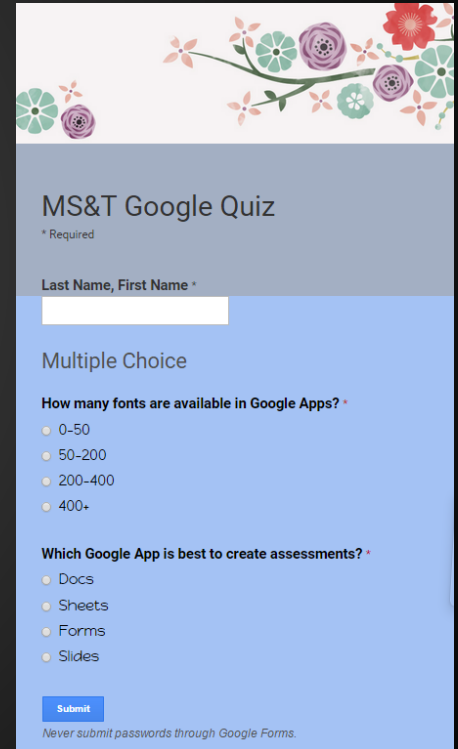■ Brenda Spurgeon

Today, 12:49 PM
■ Brenda Spurgeon

Chrome Tips and Tricks

- Go Incognito

  Settings→ New Incognito
- Save Web Pages directly to Google Drive
  - On the desired webpage, press CTRL + P
  - Select CHANGE from the printer options.
  - Select SAVE TO GOOGLE DRIVE.
- REOPEN a closed tab→ right click on the

  tab area→ select REOPEN CLOSED TABS

Google Forms

- ## IDEAS:
  - ### Parent/Student/Teacher Surveys
  - ### Assessments
  - ### Reading Logs
  - ### Project Rubrics, Evaluations, and more!!
- ## Use the Advanced Settings in Text Fields to verify data
- ## Customize your Theme

MS&T Google Quiz
* Required

Last Name, First Name *

Multiple Choice

How many fonts are available in Google Apps? *
- 0-50
- 50-200
- 200-400
- 400+

Which Google App is best to create assessments? *
- Docs
- Sheets
- Forms
- Slides

Submit

Never submit passwords through Google Forms.

Flubaroo - Automatically Grade Forms

GOOGLE SHEETS ADD-ON

Tips

- If using the SHUFFLE QUESTION ORDER option, create a SECTION HEADER so the name field will not be shuffled.
- Flubaroo can now accept more than one correct answer. Simply put **%or** between correct answers when filling out your answer key.

Autocrat - Merge Tool for Google Sheets

Google Sheets Add-On

Sample Score Sheet: http://mbcurl.me/114R1

1. Create Google Form
2. Create Google Doc with placeholders using <<tag names>>
3. Open the RESPONSES sheet and run Autocrat.

SCORE SHEET

Student: <<Last name, First name>>

Criteria		Score
Visual Aid		<<Visual Aid>>/100

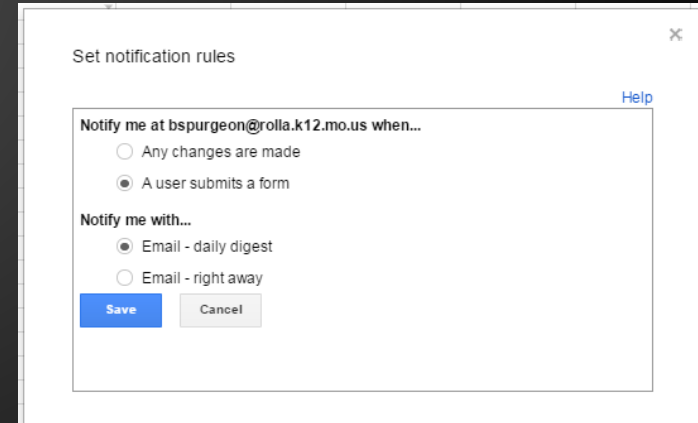<<Comments>>

More Google Form Add-Ons

- Form Limiter - Automatically Shut-Off Google Forms

- Choice Eliminator - Eliminate choices from multiple choice, list and checkbox questions. After a user submits a choice, it will be removed from the form. All choices must be unique.

GOOGLE SHEETS

IDEA: Daily Class Calendar
Sample Calendar: http://mbcurl.me/114R1

TIP: Set EMail Notifications
From the **Tools** menu,
  select **Notification Rules.**

Set notification rules

Notify me at bspurgeon@rolla.k12.mo.us when...
○ Any changes are made
● A user submits a form
Notify me with...
● Email - daily digest
○ Email - right away

Save   Cancel

Google Classroom

- Works only with GAFE accounts
- Assign students individual documents based on a template
- Theme is now customizable
- Easily grade student Google assignments

Goobric-Attach Rubrics to Google Docs

- Accessible via Google Sheet Add-On Goobric
- Rubric must be created using a Google Sheet
- Rubric is automatically added to the student Google Doc
- Incorporates with Google Classroom
- Tutorial: http://mbcurl.me/11E0Q
- Goobric with Google Classroom Tutorial: http://mbcurl.me/11NA8

Google Draw

- Accessible from Google Drive → New → Google Drawings

- Ideas for Use:
  - Create header images for Google Forms
  - Add text to images for projects
  - Create a diagram for labeling
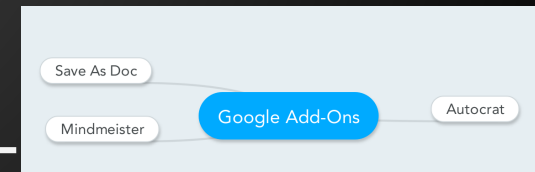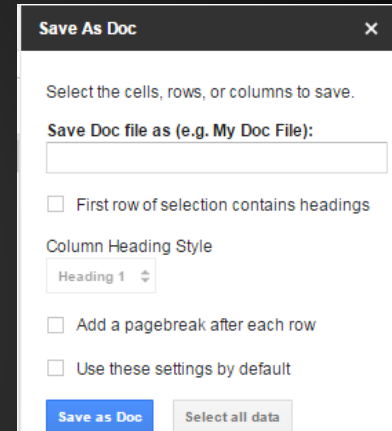
HOW HAVE YOU USED GOOGLE DRAW??

Google Drive for Phones

- Upload Images
- Create New Folders
- See all of your Google Drive Files in the palm of your hand

Check it out!!

Add-Ons to Check Out

- Google Add-On Resource List: http://mbcurl.me/11M98
- SAVE AS DOC: Convert Google Sheet entries to separate pages in a Google Doc
- CHARTS: Easily add a chart to a Google Doc
- MINDMEISTER: Convert a Bulleted L in a Google Doc

Save As Doc ✕

Select the cells, rows, or columns to save.

Save Doc file as (e.g. My Doc File):

☐ First row of selection contains headings

Column Heading Style

Heading 1 ⇕

☐ Add a pagebreak after each row

☐ Use these settings by default

Save as Doc Select all data

Save As Doc

Mindmeister   Google Add-Ons   Autocrat

QUESTIONS??

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THANK YOU!!