

Good Morning!

**You will need a laptop
or computer for the end
of the session.**



Google Suite Introduction

Presented by: Chloe Hennon



Google Help Center



Google Teacher Center

<https://teachercenter.withgoogle.com/resources/products>

General Google Support

<https://support.google.com/>

Google Classroom Support

<https://support.google.com/edu/classroom?hl=en#topic=6020277>

G Suite for Education



Classroom



Docs



Forms



Slides



Sheets



Drive



Gmail



Sites



Drawing



YouTube



Search



Google Earth



Maps



Chrome



Jamboard



Calendar



Meet



Keep



Tasks

Chrome



- Bookmarks Bar
- Pin Tabs
- Extensions <https://chrome.google.com/webstore/category/extensions?hl=en>
 - ActivCast
 - Screencastify
 - Kami- PDF editor
- Waffle Menu
 - CUSTOMIZABLE!
- Search
 - Customize searches
 - Images can be filtered by license, size, type, etc.



Google Drive

- Folders
 - Color code
 - Drag and hold files to the left to open nesting
- Shared with me
- Workspaces
 - Good for multiple files opened at the same time everyday
 - Projects that contain multiple files
- Upload folders, files, videos, and pictures



Gmail, Keep, and Tasks

- Gmail
 - Customizable
 - Labels
 - Stars
 - Add to Tasks
- Tasks: Online To do list
- Keep: Online Post-it wall
 - Color code
 - Searchable
 - Easy to Access



Calendar and Meet



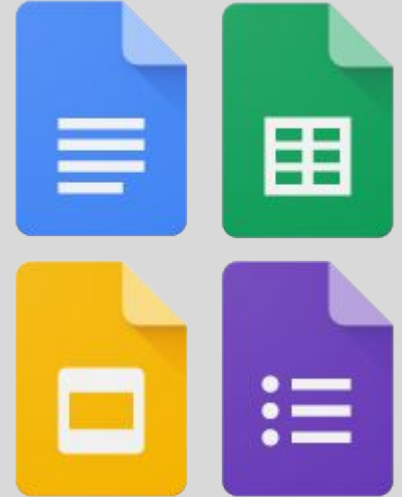
- Calendar
 - Access from Gmail
 - Create Google Meets for video conferences
 - Create Appointment Slots
 - Multiple Calendars
 - Link materials to the event such as agendas, handouts, or surveys
- Meet
 - Create Links in Calendar
 - Invite whoever you need
 - Present screen



Docs, Slides, Sheets, and Forms

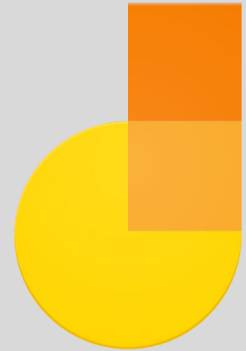


- General Benefits
 - Auto Save to Google Drive
 - Collaborate virtually
 - Similar to the Office Suite
- Slides---- NOT JUST FOR PRESENTATIONS
 - Customizable Page sizes
 - Background/ Master Slide images
 - Guides
 - Unique uses include Flash card stacks, worksheet, booklets, etc.
- Forms
 - Quizzes for Auto-Grading
 - Unique Applications like Digital Escape Rooms, Password Protected Questionnaires, etc.
 - Adding Collaborators



Jamboard

- Jamboard is a digital whiteboard that can be shared and edited
- You can choose to share the board with “view only” privileges or “editor” privileges
- Save whiteboards as PDFs to post in Google Classroom.



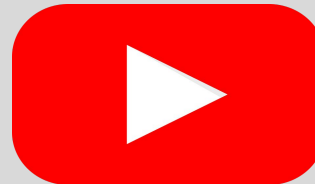
More for You to Explore

Google Sites: Create websites

Maps/Earth: Educational tours

Youtube: Create Playlists of videos and
Create videos

Drawings: Create charts or Diagrams easily



School Webpage



Minimum Requirements

- What you teach
- Email address or email link
- Current syllabus (BHS)

Keep it generic if you don't intend on updating it throughout the year.

****Double check with your admin for additional requirements****

Biloxi Homepage Login

Username: first.lastname

Password:

**same password created
to login to your computer**

Questions?

My Contact Information:

Chloe Hennon

chloe.hennon@biloxischools.net

Biloxi High Room 209

Youtube Playlists:

[How to Google Slides](#)

[How to Google Classroom Student View](#)

