Building a Google Integrated Classroom

EDUO 9154   3 Semester Credit/Units

Instructor: Robin Seneta

Note: This is a Public syllabus of the course. <u>For a full detailed syllabus please email the instructor.</u>

Course Overview

This class explores the potential for the use of Google web based applications for educators and in the classroom. Google offers an abundance of tools that can be used in an educational setting. Throughout the course, participants will explore the use and classroom application of Google Docs, Presentations, Forms, Spreadsheets, Draw and Sites.

These tools offer great productivity as web based applications, and as collaborative elements . In addition other Google tools such as Google Calendar, Google Maps, Photos, Keep, Chrome Extensions, Blogger, Classroom and Google+.

Course Objectives

● Recognize the importance of Google as a 21st century learning tool.
● Create, share, develop an integration use and publish a Google document, Google Slide, Google form, Google spreadsheet and Google draw.
● Create, share and publish a blog using Google's blogging tool . Analyze, embed and critique resources that are found using YouTube as a viable multimedia tool for the classroom.
● Create, share and analyze the usefulness of a Google Calendar
● Create, share, embed, and publish a Google Map
● Create and use the note taking tool Google Keep
● Upload and edit photos online using Google Photos
● Create a Google site and explore ways that sites could be used in the classroom as well as a collaborative
   tool.
● Explore and review several chrome extensions that add productivity to the Google Tools Suite ●
   Analyze how Google+ can be a useful tool for collaborating with a network of learners.

Course Materials

Google Suite

Course Relation to CCS or other Professional Standards

This course aligns to the standards for:

NT.K-12.3 TECHNOLOGY PRODUCTIVITY TOOLS

Students use telecommunications to collaborate, publish, and interact with peers, experts, and other audiences.

Students use a variety of media and formats to communicate information and ideas effectively to multiple audiences.

NT.K-12.2 SOCIAL, ETHICAL AND HUMAN ISSUES

- Students practice responsible use of technology systems, information, and software.

- Students develop positive attitudes toward technology uses that support lifelong learning, collaboration, personal pursuits, and productivity. **Course Assignments:**

Each completed assignment in this course is submitted to the instructor for review. Follow directions at the end of each assignment on how to prepare and turn in completed work. You will receive feedback from your instructor indicating successful completion of the assignment or the need for revision. Assignment grades will be averaged for the final course grade.

Module 1-Google site	
Overview	Creation of a Google Site for a digital portfolio of class contents. By the end of the module participants will create a Google Site with pages for each module to showcase assignments from each module.
Objectives	By the end of this module, participants will: ● Create a Google site ● Understand how to edit and publish information within a Google site. ● Explain how a Google site might be used in an educational setting.
Assignments	Watch the tutorial for creating a Google site and how it can be used as a web page as well as a digital portfolio. Begin building a digital portfolio for each Google tool explored. Create a page for each of the topics listed.

Module 2- Google Docs and Drive	
Overview	Explore Google Drive and Google Docs. By the end of this module participants will become familiar with Google Drive and Google Docs and understand how it can be implemented into an educational setting.
Objectives	By the end of this module, participants will: ● Recognize the importance of Google as a 21st century learning tool. ● Create, share, develop an integration use of a Google document. ● Explain how Google Drive works and can streamline workflow. ● Publish your documents to the Google site Page.
Assignments	Explain in a 1 page summary in Google Docs how Google Drive works and how the cloud works. Include information as to how this can streamline the workflow in an educational setting. Create a Google Document that you can share with students that includes advanced features of the word processing software. Publish each of the documents to the Google site pages.

Module 3-Google Draw and Google Slides	
Overview	Participants will learn the differences and similarities between Google Draw and Google Slides and create a learning artifact in each one.
Objectives	By the end of this module, participants will: ● Create a Google Draw Document ● Create a Google Slides Document ● Explain how the two are similar and different. ● Give examples of ways they can be utilized in a learning environment. ● Publish to your Google site
	Review the literature on Google Draw and Google slides. Follow the tutorials on how to use each of the tools and create a learning artifact for each of the tools. Share your work to your Google site.

Module 4-Google Forms and Spreadsheets	
Overview	Participants will learn how to utilize a Google form for educational use and analyze the data through the use of a spreadsheet.
Objectives	By the end of this module, participants will: ● Create a Google Form ● Assess data in a form through the spreadsheet. ● Research how Google forms can be used as a quiz. ● Give examples of ways they can be utilized in a learning environment. ● Publish to your Google site
Assignments	Review the literature on how to create a Google Form utilizing various types of questions. Collect data through the form. Create a quiz using Google forms. Publish the form and quiz to the Google site as well as the spreadsheet of results.

Module 5-Google Calendar and Keep	
Overview	Participants will learn how to enter information into a Google Calendar for organizational purposes and use Google Keep for reminders.
Objectives	By the end of this module, participants will: ● Enter dates into a Google Calendar ● Experience how Google Keep can be used as a tool for reminders and organization. ● Publish a calendar to your Google site
Assignments	Review the tutorials on how to use Google calendars and Google Keep. Create a calendar as well as reminders and publish to your Google site.

Module 6-Maps and Apps	
Overview	Participants will learn how to customize a google map and examine the different facets of Google maps from an educational standpoint and how streetview, and photosphere can be used for virtual reality field trips. Also participants will eview Google Cardboard and Google Arts and Culture apps and learn can be integrated into learning lessons for the classroom.
Objectives	By the end of this module, participants will ● Customize a google map ● Investigate the Google Cultural App ● Explain Google Cardboard
Assignments	Review the tutorials on how to use the Maps and apps and write a brief description of what you learned about each as well as how to use each one and how it could be usedin the classroom.

Module 7-Google Blogs	
Overview	Participants will learn how to set up a Google blog, review several popular blogs and learn what makes a blog different than a web page.
Objectives	By the end of this module, participants will: ● Create a Google Blog ● Explain the difference between a Google Blog and a Web Page
Assignments	Review the tutorials on how to set up a blog. Write 3 blog posts and embed your blog on your google site.

Module 8-Managing your Photos	
Overview	Participants will explore Google photos and share how this tool can be used to store and manage all photos from your computer as well as your phone.
Objectives	By the end of this module, participants will: ● Learn how to sign in and maneuver the aspects of Google Photos. ● Create an album. ● Download the app if applicable.
Assignments	Review the tutorials on how to use Google photos and share a link to your photo album on the Google Site.

Module -Google Review of site	
Overview	Participants will reflect on the list of tools they have used and write a review.
Objectives	By the end of this module, participants will: ● Review each of the tools on their Google site and make sure they have a reflection for each.
Assignments	On each page of the Google site include a text box that indicates why this tool was important to them, how they can implement it into the classroom and any final thoughts about the topic.

Course Assessment Rubric:

A All assignments meet criteria	B Most assignments meet the criteria	Not Acceptable Does not meet criteria Resubmit assignments
The presentation of written coursework is highly organized, clearly articulated, and includes detailed evidence to demonstrate completion of the course objectives.	The presentation of written coursework is highly organized, clearly articulated, and includes detailed evidence to demonstrate completion of the course objectives.	The presentation of written coursework is limited in organization and clarity, or includes minimal evidence to demonstrate completion of the course objectives.
Reflection responds directly to prompt and demonstrates a connection between course content and experience.	Reflection responds directly to prompt and demonstrates a connection between course content and experience.	Reflection responds with limited reference to the prompt and has minimal connection between course content and experience.
Engages in professional dialogue (coaching) that demonstrates interest that deepens individual performance.	Engages in professional dialogue (coaching) that demonstrates interest that deepens individual performance.	Engages in limited professional dialogue (coaching) that minimally demonstrates interest in improved performance.

● You are allowed 9 months to complete the course. Course questions? Contact your instructor by email.
● For questions involving your registration or to change your address please contact us at support@dominicanCAonline.com or call (800) 626-5080.
● For Dominican Self-Guided course information go to http://dominicancaonline.com/Dominican-CA-Online-FAQ