



ETEC 687

Tedd Landgraf and Mike Travis



Making Your Classroom Click



- 4th workshop in a 5-part series
 - Last event
- Keeping Up with Podcasting**
Friday, December 1st



Learner Objectives

- Learners will learn more about what Google is as a business
- Learners will access a given Google account and set individual preferences
- Learners will learn the basics of Google Docs, Spreadsheets and Calendar
- Learners will participate in hands-on activities with the online applications

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Agenda

- Google History and Philosophy
- Collaboration Tools
- System Requirements
- Google Docs
- Break
- Google Spreadsheets
- Google Calendar

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Google History

- Google Founders - Larry Page and Sergey Brin - new approach to online search
- Easy to use search engine
- World's largest search engine
- Google's mission is to organize the world's information and make it universally accessible and useful.
- Targeted advertising, but don't sell placement in listings



Google Searching

Search
Information



Web [Images](#) [Video](#) [News](#) [Maps](#) [more »](#)

dodge challenger

Search

[Advanced Search](#)
[Preferences](#)

Web

Results 1 - 10 of about 1,860,000 for [dodge challenger](#). (0.05 seconds)

[Dodge Challenger](#)

www.dodge.com/challenger

The official **Dodge Challenger** site View pictures, specs and more

Sponsored Link

[LY: 2008 Dodge Challenger](#)

The **Dodge Challenger** - 2008 LY cars. ... The 2008 **Dodge Challenger** cars (and the 2006 **Challenger** concept car). Chrysler announced that the **Dodge Challenger** ...

www.allpar.com/cars/dodge/challenger.html - 37k - [Cached](#) - [Similar pages](#)

[Dodge Challenger - history and description and 2007 cars](#)

The **Dodge Challenger**. ... The 1965-1974 **Dodge Challenger**. The **Challenger** name is being brought back! Click here for the 2009 **Dodge Challenger**! ...

www.allpar.com/model/challenger.html - 25k - [Cached](#) - [Similar pages](#)

[Dodge Challenger Concept - Photo Gallery - Autoblog](#)

The cat is so out of the bag on this one and it has been ever since **Dodge** let its **Challenger** Concept get caught on film naked in the wild back in November. ...

www.autoblog.com/2006/01/04/dodge-challenger-concept-photo-gallery/ - 105k -

[Cached](#) - [Similar pages](#)

[Dodge Challenger - The Dodge Challenger Enthusiast Site](#)

The official word is that the 2008 **Dodge Challenger** is "A Go! ... The **Dodge Challenger** and the Plymouth Barracuda were released in 1970 on Chrysler ...

www.dodgechallenger.com/ - 28k - [Cached](#) - [Similar pages](#)

Sponsored Links

[Dodge Challenger Info](#)

Get Dealer Invoice Pricing On A New **Dodge Challenger**

www.Dodge.edmunds.com

[Dodge Challenger.com](#)

Dodge Challenger Enthusiast Site
Forums, Photo Gallery, Concept Car

www.dodgechallenger.com

[2007 Dodge Challenger.](#)

Dodge Introduces the new **Challenger**
Mustang, Camaro Killer Is Back.

DodgeChallenger247.com

[Mopar Beer Can Koozies](#)

Match Your Mopar, Great \$3.00 Gift
Neoprene, Over 40 Logos, 9 Colors

www.theumbrellapeople.net



Google Philosophy

10 things Google has found to be true

1. Focus on the user and all else will follow.
2. It's best to do one thing really, really well.
3. Fast is better than slow.
4. Democracy on the Web works.
5. You don't need to be at your desk to need an answer.

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Google Philosophy

10 things Google has found to be true

6. You can make money without doing evil.
7. There's always more information out there.
8. The need for information crosses all borders.
9. You can be serious without a suit.
10. Great just isn't good enough.

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Google Philosophy

- Free cost, high quality of service
- Use open standards, limit proprietary
- Provide stable, sustainable services
- Embrace open source
- Support developer participation at all levels, facilitate developer communities
- Google Labs

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Collaboration Tools

- Google Docs and Spreadsheets
- Google Calendar
- Gmail
- New Site for Educators -
<http://www.google.com/educators>



System Requirements

Operating Systems



Windows



Mac OS X



Linux i686

Web Browsers



Mozilla Firefox
1.0.7, 1.5.x (or greater)



Internet Explorer 6
(or greater)

Very Important -

Consistent, reliable Internet connection



Google Docs & Spreadsheets

- Google Docs - formerly Writely
- Online word processor and spreadsheet
- Upload and download traditional formats (.doc, .xls, .rtf, .csv)
- Share documents with anyone by “inviting” them via email (view or edit)
- Edit with others in real time

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Google Docs & Spreadsheets

- Spreadsheet provides chat as well
- Files stored at Google
- Download at anytime
- Publish document as a webpage or to your blog

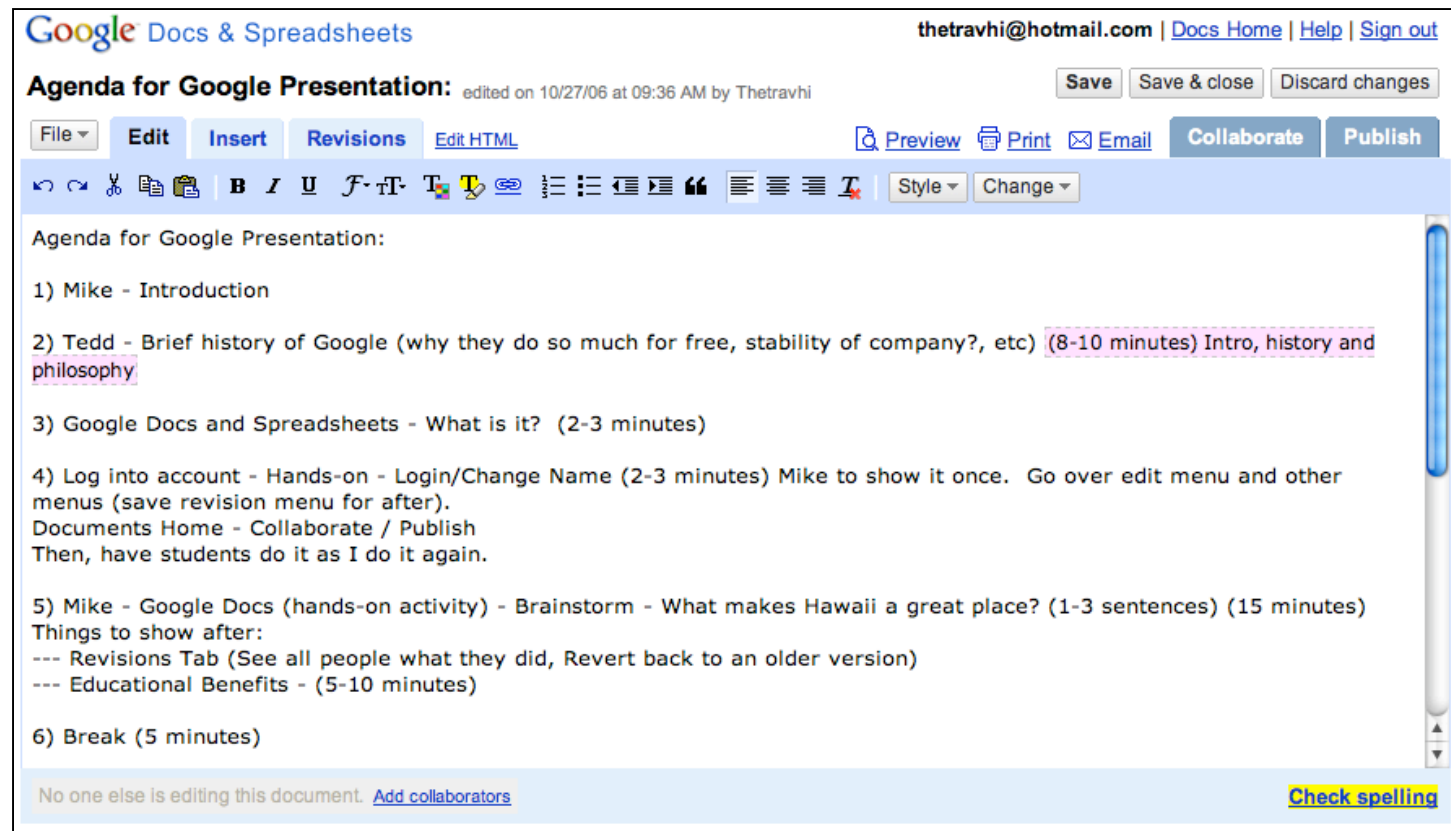


Hands-On Activity

- Open Firefox
- Login to Google
- Change name and email, if you want
- Open shared document

Google Docs

o Quick overview - Menus



Google Docs & Spreadsheets thetravhi@hotmail.com | [Docs Home](#) | [Help](#) | [Sign out](#)

Agenda for Google Presentation: edited on 10/27/06 at 09:36 AM by Thetravhi [Save](#) [Save & close](#) [Discard changes](#)

[File](#) [Edit](#) [Insert](#) [Revisions](#) [Edit HTML](#) [Preview](#) [Print](#) [Email](#) [Collaborate](#) [Publish](#)

Undo Redo Cut Copy Paste Bold Italic Underline Text Color Background Color Bulleted List Numbered List Decrease Indent Increase Indent Quote Unquote Link Unlink Table Border Color Text Color Text Background Color [Style](#) [Change](#)

Agenda for Google Presentation:

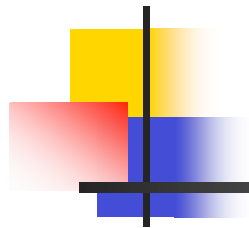
- 1) Mike - Introduction
- 2) Tedd - Brief history of Google (why they do so much for free, stability of company?, etc) (8-10 minutes) Intro, history and philosophy
- 3) Google Docs and Spreadsheets - What is it? (2-3 minutes)
- 4) Log into account - Hands-on - Login/Change Name (2-3 minutes) Mike to show it once. Go over edit menu and other menus (save revision menu for after).
Documents Home - Collaborate / Publish
Then, have students do it as I do it again.
- 5) Mike - Google Docs (hands-on activity) - Brainstorm - What makes Hawaii a great place? (1-3 sentences) (15 minutes)
Things to show after:
--- Revisions Tab (See all people what they did, Revert back to an older version)
--- Educational Benefits - (5-10 minutes)
- 6) Break (5 minutes)

No one else is editing this document. [Add collaborators](#) [Check spelling](#)

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Hands-on Activity

- “What Makes Hawaii a Great Place?”
 - Respond in 1-3 sentences
 - See your results “live”!



Educational Benefit

Now that you have seen this tool,
how could you use this in your
classroom?



Educational Benefit

- Brainstorming ideas (Hawaii example)
- Peer writing and review
- Sharing ideas across long distances
- Joint journal writing (never-ending story)
- Legal documents



Break

Please only take 5 minutes

Google Spreadsheets

Quick overview - Menus

Google Docs & Spreadsheets

thetravhi@hotmail.com | [Docs Home](#) | [Help](#) | [Sign Out](#)

Test Spreadsheet Autosaved at Oct 27, 2006 1:17:03 PM PDT

Automatically Saved Save & close

File Edit Sort Formulas Preview Print Discuss Collaborate

Format B I U F T T Insert Align Delete Wrap Text Merge across

	A	B	C	D	E
1	Student	Circumference	Diameter	Circumference / Diameter	
2	1			#DIV/0! Division by zero	
3	2			#DIV/0! Division by zero	
4	3			#DIV/0! Division by zero	
5	4			#DIV/0! Division by zero	
6	5			#DIV/0! Division by zero	
7	6			#DIV/0! Division by zero	
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Add Sheet PI Chart Sheet2

Student V1.1.6d



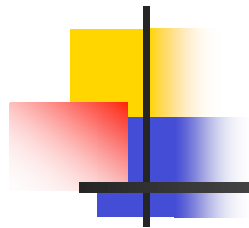
Hands-On Activity

- Students take a circular object and measure:
 - Circumference (distance around)
 - Diameter (distance across)
- Pi (π) is ratio of the circumference to the diameter for any circle
- This has been known since before recorded time, even as early as 1650BC.



Hands-On Activity

- Go to Docs Home
- Go to Math Spreadsheet
- Put in your Circumference and Diameter
- See your results live!
- Chat with others, if you want
- Now, take the data with you (download)



Educational Benefit

Now that you have seen this tool,
how could you use this in your
classroom?



Educational Benefit

- Compiling data from each student
- Collecting data from other locations
- Expense reports
- Sales charts
- Deadline Calendar



Offline Integration

- Microsoft Office with Word (word proc.) & Excel (spreadsheet)
- OpenOffice Suite (free, open source) with Write (word proc.) & Calc (spreadsheet)



Google Calendar

[Google](#) [Gmail](#) [Calendar](#) [Docs & Spreadsheets](#) [Groups](#) [all my services »](#)

[teddlandgraf@gmail.com](#) | [New Features!](#) | [Settings](#) | [Help](#) | [Sign out](#)



Search My Calendars

Search Public Events **New!**

[Show Search Options](#)

[Create Event](#)

[Quick Add](#)

« November 2006 »

S	M	T	W	T	F	S
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

▼ Calendars

My Calendars +

- ☒ Tedd Landgraf
- ☒ Cycle Days 06-07

Other Calendars +

- ☒ UH Football Schedule
- ☒ UH Manoa Academic
- ☒ US Holidays

[Manage calendars](#)

Today November 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29 Daylight Saving	30 Intermission Day	31 D day (8) Halloween +4 more	1 Team 8Z (Maile) Camp "I" grade removal +3 more	2 Camp F day (8) +4 more	3 A day (9) +4 more	4 UH at Utah State
5 05:30 Val Nolasco	6 B day (9) 08:00 7th Grade / 13:15 Mtg w/ Catl	7 Election Day (Ho) C day (9) +2 more	8 D day (9) 08:15 POSTPONE +3 more	9 E day (9)	10 Holiday - Vetera Veteran's Day (H 16:30 ETEC 687	11 WEP encryption Veteran's Day +2 more
12	13 F day (9) Theses and disse 08:00 Mtg w/ 8Y s	14 A day (10)	15 B day (10) Doctoral program +5 more	16 C day (10) 08:00 8th Grade +4 more	17 D day (10) 08:00 Cycle 1 mtg +4 more	18 Christmas Decor 18:05 San Jose S
19	20 E day (10) 11:30 iMovie worl	21 F day (10) 08:00 Meet w/ Te 11:30 iMovie worl	22 Last day of exam A day (11) +2 more	23 Thanksgiving Da Thanksgiving Holiday - Thanks	24 Holiday (School Instructional Hol 16:30 ETEC 687	25 18:05 Purdue at l
26	27 Master's Plan B B day (11) +2 more	28 C day (11) 08:00 8W Printing 14:00 TRT meetir	29 D day (11)	30 E day (11) 12:00 8th Grade	1 F day (11) 16:30 ETEC 687	2 Lego First Leagu 18:05 Oregon Sta



Hands-on Activity

- Go to Google Calendar at <http://calendar.google.com>
- Login using Google Account
- Guided tour of calendar page & settings
- Activities:
 - create *new calendar*
 - subscribe to *public calendars*
 - collaborate with *shared calendars*
- Discuss collaborative uses & potential



Offline Integration Requirements

- iCalendar open standard applications:
 - iCal (Mac OS X)
 - Mozilla Sunbird (Windows, Mac OS X, Linux)
 - Now Up-to-Date (Mac OS X version only)
- Compatible with modification:
 - Mozilla Thunderbird *with calendar extension* (Windows, Mac OS X, Linux)
 - Microsoft Outlook 2000/2003 *with Remote Calendar extension* (Windows)



Other Google Innovations

- *Picasa* - find, edit and share photos
- *Scholar* - search scholarly papers
- *Earth* - explore the world from your computer
- *Translate* - view the Web in other languages
- Complete List:
<http://www.google.com/intl/en/options/>



Keeping your Google Account

- Go to “All My Services”
- Find “Personal Information” & click on “Edit” --> *Add your name & save*
- Find & click on “Change email” --> *Replace with current e-mail, enter current password & save*
- Find & click on “Change password” --> *Enter current password then desired new password twice & save*



THE END

- Questions
- Please evaluate our workshop and receive a snack!
- Evaluation URL:
<http://etec.hawaii.edu/survey.html?r=list&survey=66>
- Username: No need for full name
- Password: etec687