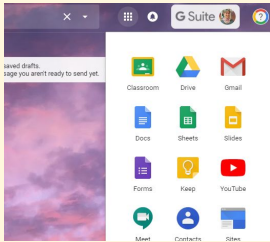


Technology Tidbits

connect → research → abstract → analyze → communicate → collaborate → create

What Exactly Is the G Suite?

G Suite used to be called Google Apps For Educaiton (GAFE) and today is called the Google Suite or G Suite, for short. [Here's a video](#) (no sound) showing you where to find what is in the G Suite.



You can drag the apps around to keep what you use most up near the top, as I show you in the video. From your gmail or Google Drive, you can see the 9 tiles that allow you to look for all of the Google products offered in the G Suite. Your Google login gets you into any of them, whether it's your mail, your drive, or anything in that drop down menu.

The beauty of the G Suite is that everything is interconnected so when you create something new, it stores in your Google Drive and when you want to bring something (such as a picture) from your Google Drive into another Google product (sheets, docs, slides, forms, etc.) it's right there for you to find. There are lots of Youtube videos out there about the G Suite and what all of the products do, and I am also available to help you figure out how they work.

Embedding Links With “Click Here” Is Easy

When we want students to do some research, we always need to provide them with some websites that we deem reliable, safe and relevant to the task. That means going to the websites ourselves, looking for what we would ask students to find and making sure it's age appropriate. Once we do that, we need to get the links to the kids so they aren't just running through google with no idea what they are doing. One way is to put the link in the Google Classroom for them.

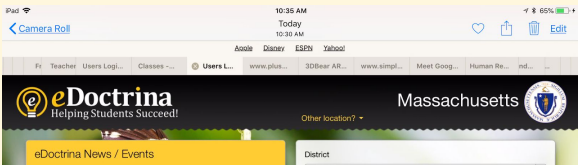
Another way to do that is to **embed links** into a document. [Here's a video](#) that shows you how you can have students “*click here*” to get to the specific websites. Once you do this, you'll see how much smoother the process is and you'll appreciate the

relevant information they find instead of what they typically find on random blogs that has nothing to do with anything!

P.S. You can make images clickable too! Highlight your image, click the chain link and paste your link and it will work just like clickable text.

Close Those Tabs!

Are you, like students, guilty of having a lot of tabs open in Safari on your ipad? Do you forget and just open a new tab when you want to look for something? Open Safari and notice if it looks like this, with lots of tabs running across the top:



Make it a practice to start closing your own tabs. [Here's a video](#). At the end, it gets cut off, but I say that as we head into MCAS season, we need to have students closing their tabs on a regular basis, before taking the test. If they want to keep a bookmark, show them how to go to the little sharrow (the box with the up arrow on the top right) and add it to reading list or bookmarks.

A Noteworthy App

Book Creator has had some great revisions recently and you can do so much more than type up a book. Students can add video, pictures and text and they can make it play seamlessly as a video when they are done (including all of the added audio and video) or they can share it in a variety of ways. As a teacher, you can publish a book online with a private link for viewing on all devices. Only people who have the link can see it, but what a great way to share! [Here's how to do it](#).

If you go to www.bookcreator.com on a computer and log in with your Google account. You'll see that you can have 40 books in your “library” for free, but right now, this is not an ipad feature. They say the ipad merge will happen soon.

A secret I didn't discover until recently is the *Teacher Resources* page online.

There, you can find well made books and share them in a variety of ways, including Google Classroom. One of the things that I like the most is just seeing what kinds of things people put together to make these books look professional! [Click here for an example of 50 ways to use BookCreator!](#)

Valentine's Day Cards

Here's another free lesson plan for making cards that have little blinking lights. [Click here](#)

Do You Wish Google Classroom Had Feature That You Need?

When you're working in Google Classroom, if there's a feature that you wish was available, you can send feedback and suggest it. This is what they recommend any time someone goes to a forum and asks if anyone knows if there's a feature that allows teachers to do something specific. [Here's a quick video](#) (no sound) showing you where that option is on a computer. I highly suggest doing this if you think it's a valuable feature that many teachers would like. If you don't like a new feature, tell them! If something's not working, tell them! This is what drives change in Google Classroom.

The Tidbits

- Did you miss an issue?** Back issues of Technology Tidbits can be found on the Technology Website. [Click here](#).
- Digital Citizenship:** Incorporate it naturally it into your routine. [Click for article](#).
- Follow @dyadvantage and @dysupt** on Twitter. If you have an event coming up, please let me know so I can tweet it!
- Doing something awesome with technology?** Show me!
- Writing a grant proposal?** If it involves purchasing technology, please be sure to consult with the Technology Office first.
- GooglePalooza:** This February. [Click here for details](#).
- EdCamp:** This February. [Click here](#)