

Making Best Use of GOOGLE CLASSROOM and Free Workplace Apps to Enhance Content Learning (Grades 6-12)



A Unique One-Day In-Person or Live Online Seminar Presented by
ANDY MANN

Award-Winning Instructional Technology Teacher
and Certified Google Education Trainer

**Specifically Designed for Educators Serving Grades 6-12:
Classroom Teachers, Technology Specialists, Library/Media Specialists,
and Administrators**

- ▶ **Practical strategies** to master Google Classroom to enhance content instruction and streamline student engagement in all learning modes
- ▶ **Timesaving workflow apps** to provide high quality feedback and efficiently assess student learning
- ▶ **Innovative methods** to better engage students in discussions and collaboration with teacher-tested projects you may copy and customize for your students
- ▶ **Easily assess learning projects** using built-in and Google Classroom connected assessment apps

New Jersey

Cherry Hill (Mt. Laurel) – **January 31**

Long Branch (Freehold) – **February 1**

Newark (Fairfield) – **February 2**

New York

Long Island (Holtsville) – **February 4**

White Plains – **February 3**
(New Rochelle)

LIVE ONLINE SEMINARS

February 15

9 AM Eastern, 8 AM Central,
7 AM Mountain, 6 AM Pacific

CEUs and Graduate Credit Available
See page 6 for details

CAN'T ATTEND?

Order the recorded version and take
the course online at your convenience
(see page 6)

“*Andy is absolutely
amazing. This has been the
most helpful seminar I have
EVER attended.*”

– DANIEL GIL, TEACHER

Practical Strategies

In this outstanding seminar, national award-winning instructor, and Certified Google Education Trainer, **Andy Mann**, will show you how to make best use of the Google app and manage projects through Google Classroom to improve student engagement and learning. Designed specifically for teachers in grades 6-12, this seminar will provide you with powerful new strategies for leveraging technology resources to improve the learning and organizational skills of your secondary students. You'll leave with a wealth of strategies and resources which can easily be adapted to the needs of your students in any content area.

This seminar is perfect for teachers using Google Classroom every day as well as those just beginning to test the waters of "Classroom." You'll leave this dynamic seminar with ideas you can begin to use in-class and in distance learning environments.



Ten Key Benefits of Attending

- 1. Incorporate the Latest Updates from Google**
Learn ways to apply the latest Google updates and new features to enhance use of the Google Classroom Google Workspace
- 2. Master Google Classroom Workflow In-Class and Online**
Learn to more efficiently manage the Google Classroom workflow to assign, grade and return assignments, manage online discussions and create exit ticket questions to check for understanding whether you teach in-person or online
- 3. Learn About New Apps and Strategies to Simplify Student Feedback**
Learn innovative ways to more easily grade and provide student feedback utilizing new apps and extensions including originality reports, rubrics and "Mote, an audio feedback extension
- 4. Create Self- Guided Quizzes Using Google Forms**
Explore how to use Google Forms for self-guided quizzes that can include video and images and be password protected
- 5. Support Discussions With Jamboard and Whiteboard Apps**
Incorporate whiteboard apps such as Jamboard and Padlet for brainstorming, organizing and sharing ideas individually and as a group
- 6. Develop Projects Students Can Complete on their Phone**
Design assignments and discussions students will love to complete using the mobile Classroom app, camera and voice to text
- 7. Develop Amazing Video Lessons That Capture Student Attention**
Utilize a classroom-tested design for video lessons that capture student's attention using tips from social media
- 8. Enhance Discussions Using Flip Grid**
Maximize discussions using video responses students will record using the free Flipgrid app on their phone or Chromebook/laptop
- 9. Create with the "Swiss Army Knife" of Google Apps**
Create assignments and templates using Google Slides ... Master timesaving tips and shortcuts to design infographics, and stop motion animations
- 10. Receive an Extensive Google Classroom Resource Handbook**
Each participant will receive an extensive resource handbook packed with foundation skills, tips and practical projects

Outstanding Strategies You Can Use Immediately

- **Proven ways to quickly adapt your Google Classroom class** from in-person, to hybrid, to entirely online as needed
- **Timesaving strategies which utilize the latest Google updates** making Classroom and Google Apps more efficient
- **Core Google Classroom strategies to simplify workflow** and student/parent communication
- Ways to more **effectively differentiate instruction to accommodate all students** with Google's built-in accessibility options and featured Chrome extensions
- **How to more deeply engage student creativity** with projects that use the built-in camera and mic with free audio and video apps
- **How to develop the collaborative skills employers desire** by creating collaboration projects with Google apps – assigned and managed in Google Classroom
- **Step-by-step directions for creating captivating videos and screencasts** which draw students into a lesson and create an environment for new learning
- **“Share to Classroom” the most useful non-Google apps** – making it easy to add Google Classroom assignments from great educational web apps
- **Timesaving tips to use Google Classroom more efficiently**, including self-grading quizzes, choice and project-based assessments
- **Innovative ways to use Google Slides for visual learners** utilizing mind-maps, graphic organizers, infographics, math templates, and more
- **Ways to weave video conference tools into your Google Classroom class** to support student learning
- **How to ask questions in Google Classroom's Classwork Question** which encourage higher-level thinking and group discussion
- **Sample student-tested Google Classroom strategies** and projects you may copy and customize for use in your classroom
- **New ways to use Google Classroom, tips and shortcuts** – new users and Google Classroom veterans will love

“*Andy is passionate about his extensive knowledge of Google and technology resources. I am looking forward to implementing today's learning into my school curriculum. One of the greatest seminars I have attended yet.*”

– CYNTHIA DOVE, TEACHER



To Register,
Call Toll-Free

1-800-735-3503

A Message From Seminar Leader, Andy Mann



Bureau of Education & Research

915 118th Avenue SE • PO Box 96068 • Bellevue, WA 98009-9668
Phone (800) 735-3503 • Fax (425) 453-1134 • www.ber.org

Dear Colleague:

Teachers like you have overcome so many challenges this past year. You mastered new teaching techniques and applications in order to teach virtually, and keep your students learning. I honor you and your commitment. From this experience you bring a collection of new skills and apps. This seminar will build on your skills and introduce a selection of the best strategies and core applications. Learn time-saving ways to design individual and collaborative projects using new apps including Jamboard. Engage students in learning by assigning video supported projects and utilizing mobile apps. Explore the latest updates from Google including updates to make grading and feedback easier. Join me for this day of exploring the best strategies for using Google Classroom to better manage workflow and provide feedback. Our time together will include time for new learning, interaction, small group discussion, and an option to test your new learning. Build on your virtual teaching experience and leave with practical, student-tested lessons and templates, you may freely copy and customize for use with your students. I look forward to meeting you at the seminar.

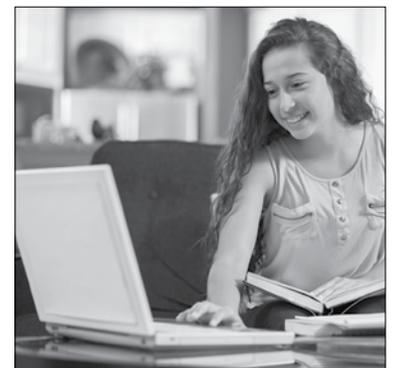
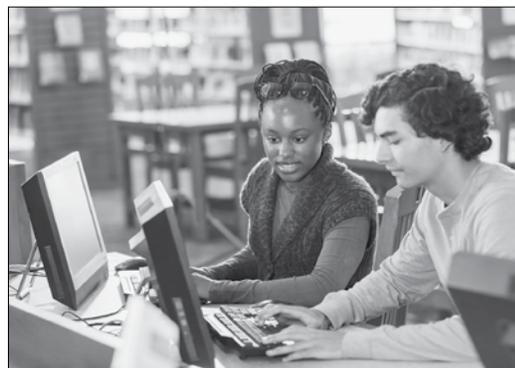
Sincerely,

A handwritten signature in cursive that reads "Andrew M. Mann".

Andy Mann

P.S. As a veteran secondary teacher, I understand the extra effort it requires to be out of the classroom, even for a day. **I promise you that our day learning together will be well worth your time.** You will leave with a greatly expanded repertoire of practical strategies and timesaving tips you be able to use immediately.

“Whether you are an experienced Google Classroom teacher or just getting started, you will leave with practical, student-tested lessons.”



What Your Colleagues Say About Andy Mann

“Andy gave me a lot of information that I will be able to use in my class tomorrow!”

– Josh Childs, Special Education Teacher

“I cannot wait to get back to share with the teachers in my buildings!”

– Temethia Joyner, Instructional Coach

“Andy presents useful information all day. We have been using Google Classroom since the start of the school year. Andy’s ideas will definitely enhance the student experience with the tools I was able to pick up today.”

– Brian Bandy, English Teacher

“Andy is well organized and full of great information.”

– Adam Alvarez, French/Spanish Teacher

About BER Seminars

Outstanding Instructors

All programs are led by outstanding, top-rated BER national trainers

Extensive Resource Handbook

You’ll receive an extensive digital Resource Handbook full of practical strategies and resources. (For in-person seminars, registrants will also receive a printed copy of the resource handbook as long as their registration is received in the BER office at least 15 calendar days before the event.)

Highly Interactive

You’ll be able to ask questions, consult with the instructor, and share ideas with other participants.

Program Guarantee

As we have for 44 years, we guarantee the high quality of our programs. If you are not satisfied, we’ll give you a 100% refund.

Uniquely Qualified Instructor

ANDY MANN is an experienced classroom teacher, technology pioneer and energetic presenter. He is popular because of his depth of knowledge and ability to meet the needs of participants with diverse levels of knowledge and comfort with technology. His passion is to help educators and students learn to use technology to improve teaching and learning. Andy brings a wealth of experience to each seminar working with other educators for more than 30 years to select and use technology resources to improve teaching and learning. Andy is a two-time recipient of the International Society of Technology in Education (ISTE) “Making It Happen” Award.

Andy is the author *Making Best Use of GOOGLE CLASSROOM and Free Workplace Apps to Enhance Content Learning (Grades 6-12)*, the extensive resource handbook each participant will receive at the seminar. He is an expert in Google and Chromebooks and is a certified Google Education Trainer.

Participants leave Andy’s seminars with a wealth of new tools, apps, strategies, and integration ideas they can use immediately when they return to their classroom.



Special Benefits of Attending



Who Should Attend

Educators Serving Grades 6-12:
Classroom Teachers, Technology Specialists, Library/Media Specialists, and Administrators.

“Lots of great information. I can't wait to go back to my school and use these ideas.”

— GARRY PRED0, TEACHING AND LEARNING COACH

On-Site Training

Most BER seminars can be brought to your school or district in-person or online. See the options at www.ber.org/onsite or call 877-857-8964 to speak to one of our On-Site Training Consultants.

Extensive Resource Handbook

Each participant will receive an extensive digital resource handbook giving you access to countless strategies. The handbook includes:

- A detailed overview of the ways you can save time and increase your effectiveness using Google Classroom in-class and online
- Practical strategies and ideas for integrating G Suite and Chromebooks into the curriculum
- Detailed information about the best non-Google apps which can seamlessly connect to your Google Classroom classes for easy integration
- Tips and tricks and for using Google Classroom, Google apps and the latest learning tools

For in-person seminars, registrants will also receive a printed copy of the resource handbook as long as their registration is received in the BER office at least 15 calendar days before the event.

Share Ideas with Other Educators

This seminar provides participants a wonderful opportunity to meet and share ideas with other educators interested in using Google Tools and Apps to enhance their instructional programs.

Meet Inservice Requirements / Earn State CEUs

Participants of In-Person and Live Online Seminars, and those completing the Recorded Version online can receive a certificate of participation that may be used to verify five continuing education hours. For details about state CEUs available, visit www.ber.org/ceus

Earn One to Four Graduate Semester Credits

Up to four graduate level professional development credits are available with an additional fee and completion of follow-up practicum activities. Details for direct enrollment with Brandman University, part of the Chapman University system, will be available at this program.



Can't Attend?

Other Professional Development Options:



Recorded Version of the Seminar

A video recorded version of this seminar will be available to take online at your convenience. You'll have access to the entire course and to the extensive digital resource handbook. Optional CEUs and graduate credit available. To enroll, see registration form on page 7.



Related On-Demand Online Courses

BER offers educators a wide range of online courses that are affordable, fun, fast, and convenient. BER is now offering On Demand Video-Based courses. You may earn optional graduate-level credits for most courses. See the catalog of available courses at www.ber.org/online

Making Best Use of **GOOGLE CLASSROOM** and Free Workplace Apps to Enhance Content Learning (Grades 6-12)

RESOURCE HANDBOOK

by Andy Mann



Bureau of Education & Research

Making Best Use of GOOGLE CLASSROOM and Free Workplace Apps to Enhance Content Learning (Grades 6-12)

Registration (ZG32W1)

- 1. **Cherry Hill** (Mt. Laurel), NJ – January 31, 2022
- 2. **Long Branch** (Freehold), NJ – February 1, 2022
- 3. **Long Island** (Holtsville), NY – February 4, 2022
- 4. **Newark** (Fairfield), NJ – February 2, 2022
- 5. **White Plains** (New Rochelle), NY – February 3, 2022
- 6. **LIVE ONLINE:** February 15, 2022 (Start time: 9 AM Eastern)
— or —
- 7. **I'd like to order the recorded version of this seminar**

FIRST NAME	M.I.	LAST NAME

POSITION, SUBJECT TAUGHT	GRADE LEVEL	

SEMINAR LOCATION NUMBER: _____ (Please see list above)		

List additional registrants on a copy of this form

SCHOOL NAME	

SCHOOL MAILING ADDRESS	

CITY & STATE	ZIP CODE
_____	_____
SCHOOL PHONE NUMBER	HOME PHONE NUMBER
()	()

Registration confirmations and login details are sent via e-mail

E-MAIL ADDRESS (REQUIRED FOR EACH REGISTRANT)	

HOME MAILING ADDRESS	

CITY & STATE	ZIP CODE
_____	_____

IMPORTANT – PRIORITY ID CODE: EZG32W1

METHOD OF PAYMENT – Group Discount Available

The registration fee is \$279 per person, for groups of three or more registering at the same time, the fee is \$259 per person. **Payment is due prior to the program.** No cash please.

- A check (payable to **Bureau of Education & Research**) is attached
- A purchase order is attached, P.O. # _____
(Be sure to include priority ID code on the P.O.)
- Charge my: MasterCard VISA Discover
- Account # _____ Exp. Date: _____
MO/YR
- Billing Zip Code: _____ 3 Digit CVV Code: _____
(Found on back of card)

Please print name as it appears on card

FIVE EASY WAYS TO REGISTER:



REGISTER ONLINE at: www.ber.org



EMAIL this form to: register@ber.org



PHONE toll-free: **1-800-735-3503**
(Weekdays 5:30 am - 5:30 pm Pacific Time)



FAX this form to: **1-425-453-1134**



MAIL this form to: **Bureau of Education & Research**
915 118th Avenue SE • PO Box 96068
Bellevue, WA 98009-9668

Program Hours

- All **In-Person Seminars** are scheduled 8:30 a.m. – 3:15 p.m.
Check-in is 8:00 a.m. – 8:30 a.m.
- All **Live Online Seminars** are scheduled 9:00 a.m. – 3:30 p.m.
in the time zone indicated. Check in 15 minutes prior. Registrants will be sent login information by email four days before their Live Online Seminar.

Fee

The registration fee is \$279 per person, \$259 per person for groups of three or more registering at the same time. Call us at 1-800-735-3503 for groups of ten or more. **Payment is due prior to the program.**

Fee includes seminar registration, a certificate of participation and an extensive digital resource handbook. The fee is the same for In-Person Seminars, Live Online Seminars or Recorded Seminars.

For in-person seminars, registrants will also receive a printed copy of the resource handbook as long as their registration is received in the BER office at least 15 calendar days before the event.

Meeting Sites and Hotel Accommodations

Seminars will be held at the following sites:

- Cherry Hill: Westin – Mt. Laurel, (856) 778-7300
- Long Branch: American Hotel – Freehold, (732) 431-3220
- Long Island: Holiday Inn – Holtsville, (631) 758-2900
- Newark: DoubleTree Suites – Fairfield, (973) 227-9200
- White Plains: Radisson – New Rochelle, (914) 576-3700

If needed, please make your own hotel reservations by calling the appropriate hotel listed above.

Cancellations/Substitutions

100% of your paid registration fee will be refunded if you can't attend and notify us at least 10 days before the seminar. Late cancellations made prior to the event date will be refunded less a \$15 service fee. Substitutions may be made at any time without charge.

Program Guarantee

We stand behind the high quality of our programs by providing the following unconditional guarantee: If you are not satisfied with this program, we'll give you a 100% refund of your registration fee.



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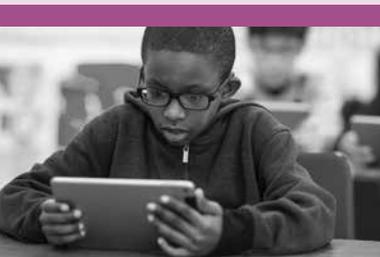
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Make Best Use of Google Classroom (Grades 6-12)

- **An outstanding one-day In-Person or Live Online Seminar**
- **Includes an extensive Resource Handbook**
- **Can't Attend? A Recorded Version is available to use online at your convenience**

ZG32W1

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A Unique One-Day Seminar Coming to a Location Near You (Also available as a Recorded Online Version to Use at Your Convenience)

Practical strategies to master Google Classroom to enhance content instruction and streamline student engagement in all learning modes

Timesaving workflow apps to provide high quality feedback and efficiently assess student learning

Innovative methods to better engage students in discussions and collaboration with teacher-tested projects you may copy and customize for your students

Easily assess learning projects using built-in and Google Classroom connected assessment apps



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