

Practical Ideas for Making Best Use of GOOGLE CLASSROOM to Enhance Instruction (Grades 6-12)



A Unique One-Day Seminar Presented by

Anne Truger

Outstanding Teacher and Google Certified Innovator and Trainer

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

Practical ways to utilize Google Classroom to greatly enhance content instruction and streamline student engagement in the secondary classroom

Differentiate instruction more easily with a variety of free Google Tools that allow you to customize Chrome and better meet the needs of all of your students

Timesaving strategies to more easily manage student work in Google Classroom ... Assign, collect, grade, and give feedback with just a few clicks

Enhance content instruction in the secondary classroom using the best free Google Apps and Add Ons

You are welcome to bring a fully charged Chromebook or laptop with a Chrome Browser installed. It is not, however, a requirement to attend this seminar. An iPad or an Android tablet will not provide access to the full range of Google or Chrome resources covered in the seminar.

Illinois

Chicago North – November 1
(Elk Grove Village)

Chicago South – October 30
(Burr Ridge)

Peoria – October 29
(East Peoria)

Rockford – October 31

Missouri

St. Louis (Earth City) – October 28

CEUs and Graduate Credits Available
See page 6 for details

"I learned a lot about Google Classroom and how I can apply it in my teaching. Anne was wonderful!"

– DANIELLE MACINNES,
MIDDLE SCHOOL MATH TEACHER

Ten Key Benefits of Attending

*'Thank you!!
Very helpful and
lots of resources
to explore! So much
I can take back
to the classroom
and use tomorrow!'*

- DARLA GLASURE, TEACHER



Who Should Attend

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

- 1. Learn What Every Secondary Educator Needs to Know About Essential Google Classroom Practices**
Understand how to best use Google Classroom to manage communications and document work flow in grades 6-12
- 2. Unleash the Power of Google Classroom**
Examine how you can use Google Classroom to create and organize assignments, provide feedback and communicate more efficiently with large numbers of students
- 3. Utilize the Newest Features of Google Classroom**
Discover the newest features of Google Classroom ... Be prepared to be amazed!
- 4. Enhance Student Collaboration with Teacher-Tested Google Classroom Projects and Activities**
Sample a variety of projects that you can take back and customize specifically for your work with grades 6-12 students
- 5. Streamline Your Workflow and Provide Quick Feedback with Google Classroom + Google Forms**
Learn essential strategies to assign documents, name and submit assignments, provide feedback, and grade and return assignments ... Discover how a simple Google Form can become a timesaving drop box
- 6. Create Customized Content with YouTube, Flipped Instruction and Powerful Web Tools**
Learn how to easily create tutorials, webcasts and lessons to support any-time, any-place learning
- 7. Utilize the Full Potential of Google Forms**
Explore the amazing ways teachers are using Google Forms beyond simple survey tools ... From formative assessments and exit tickets to creating observations and data collection using mobile devices
- 8. Differentiate Instruction More Effectively By Using the Best FREE Chrome Extensions and Google Drive Add-Ons**
Support all learners with extensions and add-ons to be more productive, remove distractions and extend the learning experience
- 9. Harness the Full Power of Google Tools**
Explore outstanding ways to fully leverage the incredible power of Google Tools for collaboration, communication and assessment in grades 6-12
- 10. Receive an Extensive Google Classroom Resource Handbook and Special Website Access**
Each participant will receive an extensive resource handbook that includes detailed descriptions and practical classroom applications of each of the Google Tools and Apps presented during the seminar ... Receive information on how to access a specially created website with helpful links and online tutorials to support you after the seminar

Outstanding Strategies You Can Use Immediately

What You Will Learn ...

- **Practical strategies for using Google Classroom and a variety of free Google Tools** to enhance content instruction in the secondary classroom
- **Timesaving tips and tools for using Chromebooks/Chrome** to make your life easier, both in and out of the classroom
- **How to find, download and install the latest Chrome extensions** that are applicable to secondary instruction
- **Work smarter, not harder** ... Learn timesaving tips for using Google Classroom more efficiently, including self-grading, multiple-choice, etc.
- How Google Classroom can be used to **differentiate content instruction** with students in the secondary classroom
- Explore **the most useful ways to structure your lessons and assignments** with HyperDocs
- **Access your bookmarks, information and files from anywhere** ... Learn how
- A wealth of ways to **fully engage your students** in productive collaborative learning
- **How to use built-in apps** to streamline classroom management and routines
- **Valuable tips** to get the most from every Chromebook in your classroom
- Explore ways to **customize your settings to make the most of G Suite** applications like Classroom, Docs, Sheets, and more
- How to **set up your bell ringer and exit ticket activities** with Google Classroom
- **Advanced applications of Google Classroom** to streamline your work and communicate with students and parents with ease



"My colleague and I both agree that we learned more in the first five minutes of this seminar than we have in any other professional development session. Thank you!"

– ELIZABETH BROOKS, TEACHER

Practical Ideas and Strategies

This outstanding seminar is designed for educators working with students in the secondary classroom who want to make the most effective use of Google Classroom and a variety of free Google Tools and Apps to enhance content learning, communication and collaboration. Google for Education Certified Trainer and Innovator, **ANNE TRUGER**, will show you new ways to more efficiently tap into the power of online student collaboration with Google Classroom and how to take greater advantage of the most useful aspects of G Suite for Education. You will also learn how to make the best use of many useful Google Tools including Google Docs, Google Sheets, Google Forms, Google Slides, add-ons, and more! Anne will also share the ways many districts are stretching their technology budgets through the incorporation of affordably priced Google Chromebooks for students, and leveling the technology playing field with Google Chrome and Chromebooks

Whether you are new to using Google Classroom or are an experienced user, you'll leave this seminar with a wealth of ideas, knowledge and tools that you'll be able to use immediately in your work with grades 6-12 students.



A Message From Seminar Leader, Anne Truger



Uniquely Qualified Instructor

ANNE TRUGER is a Google Certified Innovator and Trainer, and an experienced middle and high school teacher. She is passionate about helping fellow educators make the most of technology. An energetic educator and leader, she has regularly delivered dynamic presentations at state and national educational technology conferences for the last 25 years. Anne enjoys empowering teachers, helping introduce them to great technology and practical, best practices. She is always on the lookout for new ways to engage and help better meet the needs of secondary students. Anne is also the author of *Practical Ideas for Making Best Use of GOOGLE CLASSROOM to Enhance Instruction (Grades 6-12)*, the extensive resource handbook each participant will receive at the seminar.

Join Anne to learn outstanding ways you can make best use of Google Classroom and G Suite for Education to powerfully enhance your instruction with your grades 6-12 students.

Dear Colleague:

As educators, we know firsthand that things are rapidly changing in our field. Most students carry around more computing power in their pockets than any of us could ever have imagined. Students are one website, one click or one text away from most answers. Though information is readily available, rarely do our students know how best to use it. How can we help our students take a more active role in their learning and how can we best prepare them for the future? This is what excites me about Google Classroom.

Google Classroom is an incredible tool that can change the landscape of the work you do with your grades 6-12 students. No longer are students waiting to be told what to do when they arrive, but rather they can simply open up Classroom and start the “bell ringer” or entry activity for the day. Google Classroom can help you meet the goals of becoming more paperless and setting up a student/teacher workflow that’s effective and saves you time. Google Classroom is a powerful tool in its own right, but when paired with the G Suite of educational tools it becomes an outstanding tool that can reshape your instructional landscape to help you better meet the needs of your students.

As an experienced middle and high school teacher, I have designed this seminar specifically to meet your needs. We will cover not only how to make the best use of Google Classroom but also many other Google Tools. We will explore a variety of ways to fully integrate the Google Suite of Educational Tools into your classroom. Whether you are brand new to Google Classroom or an experienced user, you will find a wealth of practical ideas, classroom-tested projects, and timesaving productivity strategies.

Join me for a day full of learning, exploring, sharing, and creating that will help you make the best use of Google Classroom to enhance your instruction.

I look forward to sharing and collaborating with you soon!

Sincerely,

Anne Truger

P.S. I promise that **you will leave with a toolbox full of tips, ideas and practical strategies** that you can implement the very next day!

“Whether you are brand new to Google Classroom or an experienced user, you will find a wealth of practical ideas, classroom-tested projects, and timesaving productivity strategies.”

What Your Colleagues Say About Anne Truger

*"We covered a lot of information. **I am walking away with solid understanding** of how to use and implement Google Classroom with my students."*

Anne Clemente, ELD Teacher

*"I learned so much in this seminar! **Easy to follow instructions and many tools** that I will use in my classroom."*

Elyse VanZuiden, Middle School ELA

*"**Extremely useful information.** Looking forward to putting it all to use in my classroom."*

Linda Ondayko, Specialist

*"Excellent job of meeting needs of all participants. **Great for beginners as well as for more advanced users.**"*

Jacque McPherson, 6th Grade Teacher

*"For someone who is not tech savvy, I was able to take home a lot of useful info. **Great resources to help me when I get home!** Wonderful! Thank you!"*

Heather Hall, 8th Grade ELA



*"Thank you for all the **wonderful activities and ideas.** Anne's seminar was engaging and relevant."*

Shannon Beeker, Teacher

*"I appreciated all the **helpful tips and take home resources** – the resource handbook as well as the digital access to Anne's Google Drive folder."*

Diane Redfern, Science Teacher

*"**This was excellent!** Anne met the needs of all learners. Thank you! Interesting and engaging!"*

Julie Farhm, Science Teacher

*"An excellent presentation which left me with **lots of ideas to bring back to my classroom.** Anne provided wonderful examples."*

Rich Sanders, Science Teacher

*"**Amazing! Just what I needed.** Thanks!"*

Helen Glasier, Teacher

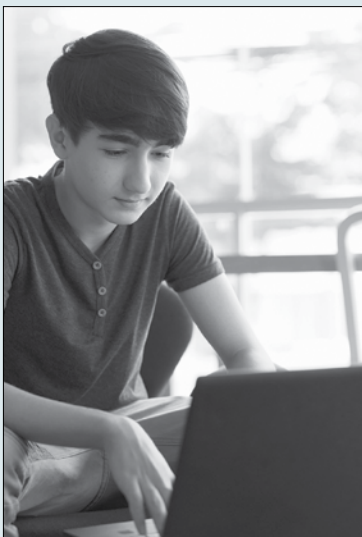
*"**Enthusiastic, knowledgeable presenter.** Very adept at helping attendees to identify their own potential applications of Google Classroom."*

Kenneth Ostrowski, English Instructor

*"I'm so glad I came – **I learned so much.** Thank you!"*

Joann Diamond, Teacher

Special Benefits of Attending



On-Site Training

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



Extensive Google Classroom Resource Handbook

Each participant will receive an extensive Google Classroom resource handbook specifically designed for this seminar. The handbook includes:

- A detailed overview of the functionality of Google Classroom
- Recommendations for setting up and managing Google Classroom that will save time and alleviate stress for teachers and students
- Practical strategies and ideas for best integrating G Suite into the curriculum
- Descriptions, images, publishers, and pricing information for the newest, most effective Chrome apps for secondary school classrooms
- Tips and tricks for making best use of Google Classroom, Google Drive and other Google resources

Meet and Share

This seminar provides participants a great opportunity to meet and share ideas with other educators interested in strengthening their instructional program using Google Classroom.

Make Best Use of Your Time

You are welcome to bring a fully charged Chromebook or laptop with a Chrome Browser installed. It is not, however, a requirement to attend this seminar. An iPad or an Android tablet will not provide access to the full range of Google or Chrome resources covered in the seminar. Your resource handbook and a specially created website will support your individual hands-on exploration of the ideas and resources presented during the seminar when you return to your school.

Meet Inservice Requirements / Earn State CEUs

Participants will receive a certificate of participation that may be used to verify continuing education hours.

CEUs Available:

Illinois

5 IL PD Clock Hours Available

Missouri

MO Inservice Credit Available with Prior District Approval

5 IL PD Clock Hours Available

Earn One to Four Graduate Semester Credits



CHAPMAN UNIVERSITY SYSTEM

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?

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

Practical Ideas for Making Best Use of GOOGLE CLASSROOM to Enhance Instruction (Grades 6-12)

Registration (ZGT0F1)

- 1. **Chicago North** (Elk Grove Village), **IL** – November 1, 2019
- 2. **Chicago South** (Burr Ridge), **IL** – October 30, 2019
- 3. **Peoria** (East Peoria), **IL** – October 29, 2019
- 4. **Rockford, IL** – October 31, 2019
- 5. **St. Louis** (Earth City), **MO** – October 28, 2019

FIRST NAME	M.I.	LAST NAME
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POSITION, SUBJECT TAUGHT	GRADE LEVEL	
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SEMINAR LOCATION NUMBER: _____ (Please see list above)		

List additional registrants on a copy of this form

SCHOOL NAME	
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SCHOOL MAILING ADDRESS	
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CITY & STATE	ZIP CODE
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SCHOOL PHONE NUMBER	HOME PHONE NUMBER
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**Registration confirmations are sent via e-mail.
If you would like a confirmation, please provide your e-mail address.**

E-MAIL ADDRESS	
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HOME MAILING ADDRESS	
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CITY & STATE	ZIP CODE
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IMPORTANT: PRIORITY ID CODE: EZGT0F1

METHOD OF PAYMENT – Team Discount Available

The registration fee is \$279 per person, for teams 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
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FOUR EASY WAYS TO REGISTER:

 **REGISTER ONLINE at: www.ber.org**

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

 **PHONE toll-free: 1-800-735-3503** (Weekdays 6 am - 5 pm Pacific Time)

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

Program Hours

All seminars are scheduled 8:30 a.m. - 3:15 p.m.
Check-in 8:00 a.m. - 8:30 a.m.

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.** No cash please. Fee includes seminar registration, morning coffee and tea, a personalized certificate of participation, and an extensive resource handbook.

Meeting Sites and Hotel Accommodations

Seminars will be held at the following sites:

- Chicago North: Belvedere Events & Banquets – Elk Grove Village, (847) 534-0600; hotel accommodations available at Country Inn & Suites – Elk Grove Village, (847) 985-0101
- Chicago South: Crowne Plaza – Burr Ridge, (630) 325-2900
- Peoria: Stoney Creek Inn – East Peoria, (309) 694-1300
- Rockford: Hilton Garden Inn, (815) 229-3322
- St. Louis: Holiday Inn Airport West – Earth City, (314) 291-6800

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

Cancellation/Substitutions:

100% of your paid registration fee will be refunded if you can't attend and notify us at least 10 days before the conference. Late cancellations 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.

Further Questions

Call the Bureau of Education & Research (800) 735-3503 or visit us online at **www.ber.org**. The Bureau is North America's leading presenter of seminar training for professional educators. Programs are based on sound research, are highly practical in content and consistently receive excellent evaluations.



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Make Best Use of Google Classroom to Enhance Student Learning (Grades 6 -12)



The Latest, Best Ways to Enhance Instruction
with Google Classroom

A Unique One-Day Seminar

Coming to a Location Near You

Make Best Use of GOOGLE CLASSROOM (Grades 6-12)

ZGT0F1

Practical Ideas for Making Best Use of GOOGLE CLASSROOM to Enhance Instruction



Bureau of Education & Research



A Unique One-Day Seminar Coming to a Location Near You

Presented by

Anne Truger

Outstanding Teacher and Google Certified Innovator and Trainer

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in the secondary classroom

Differentiate instruction more easily with a variety of free Google
Tools to better meet the needs of all of your students

Timesaving strategies to more easily manage student work in
Google Classroom ... Assign, collect, grade, and give feedback with just
a few clicks

Enhance content instruction in the secondary classroom using the best
free Google Apps and Add Ons