

Google Certified Educator Training Workshop (Fundamental - Level 1)

Part 1: Engage in Professional Growth and Leadership

UNIT 1: Get Ready to Use Technology in the Classroom

- Introduction
- Explore the Benefits of the Digital Classroom and Encourage 21st Century Work Habits
- Get Familiar with Google Tools for the Digital Classroom
- Create Safe, Responsible Digital Citizens
- Think Beyond the Textbook

UNIT 2: Expand Your Access to Help and Learning

- Introduction
- Get Your Questions Answered
- Build Your Own Learning Network
- Discover Local Google for Education Experts

Part 2: Increase Efficiency and Save Time

UNIT 3: Have a (Mostly) Paperless Classroom

- Introduction
- Move Your Files into Drive
- Make Fewer Class Copies
- Bring Your Quizzes Online Using Google Forms

UNIT 4: Save Time Communicating

- Introduction
- Use Gmail to Communicate with Your Classroom Community
- Organize and Search Gmail to Save Time
- Use Hangouts for Real-time Student Communication
- Use Google Groups to Build Better Class Communication
- Share Your Students' Work with the School Community

Part 3: Facilitate and Inspire Student Learning and Creativity

UNIT 9: Teach Students Online Skills

- Introduction
- Search Smart
- Boost Student Research Skills
- Use Chrome to Explore the Web with Your Class

UNIT 10: Build Interactive Lessons

- Introduction
- Create Engaging Presentations with Slides
- Augment Your Lessons with Interactive Content

UNIT 11: Captivate Your Class with Video

- Introduction
- Find High-Quality Educational Content on YouTube
- Curate Educational Content on YouTube
- Create the Optimal Viewing Experience

UNIT 12: Facilitated Group Work

- Introduction
- Use Google Docs and Drive to Motivate Group Collaboration
- Check Contributions to Group Work
- More Ways to Use Technology to Facilitate Student Groups

UNIT 13: Promote Digital Citizenship and Positive Online Behavior

- Introduction
- Teach Students About Internet Safety and Privacy
- Promote a Safe and Responsible Online Presence