

UTILIZING GOOGLE APPS
FOR CCR CLASSES
DURING COVID 19 CRISIS

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Overview

Use of Google Apps would allow us to replicate the classroom experience online.

Google Apps are the best option for a short term contingency plan because they are:

FAST

FAMILIAR

FREE

Fast



Google Apps (Drive, Docs, Sheets, Slides, Sites, etc.) are already in use throughout ESL and CCR.

One Gmail account, some hands - on training, and a few app downloads would enable instructors to interact with students similarly to the way they do in class.



Familiar

Many (if not most) instructors and students already have Gmail accounts.

Those who do not have Gmail accounts can create their own within a few minutes.

Google Apps are accessible on any smartphone or computer.

Free



Gmail accounts are free to create and use.

Google Drive provides 15gb of storage, more than enough to host class resources.

Google Hangouts allows up to 10 people (*possible expansion to come*) to join a conference call simultaneously, with no limits on call duration.

Create Gmail Accounts



Within one class period in a computer lab, an entire class can set up accounts. (This has been achieved in beginner - level classes *with the help of a volunteer*).

Instructors can compile a list of student accounts.

Classes can be scheduled as calendar events in **Google Calendar** , to which the entire class can be invited at once.

Create Gmail Accounts



Google

Sign in
to continue to Gmail

Email or phone

pauldrosnes@gmail.com

[Forgot email?](#)

Not your computer? Use Guest mode to sign in privately.
[Learn more](#)

[Create account](#)

Google

Create your Google Account
to continue to Gmail

First name Last name


Username @gmail.com

You can use letters, numbers & periods

Password Confirm

Use 8 or more characters with a mix of letters, numbers & symbols

[Sign in instead](#)



One account. All of Google working for you.

Google Hangouts



Students receive an email invite, with a link to join the Hangout. The Hangout will open in the Hangouts app or a browser window.

Hangouts take place in a simple interface that allows:

- Video (optional)

- Audio controls (toggle mute)

- Screen sharing

- Document sharing

Talk to your friends and family

Hangouts lets you video call, phone, or message the people you love.



VIDEO CALL



PHONE CALL



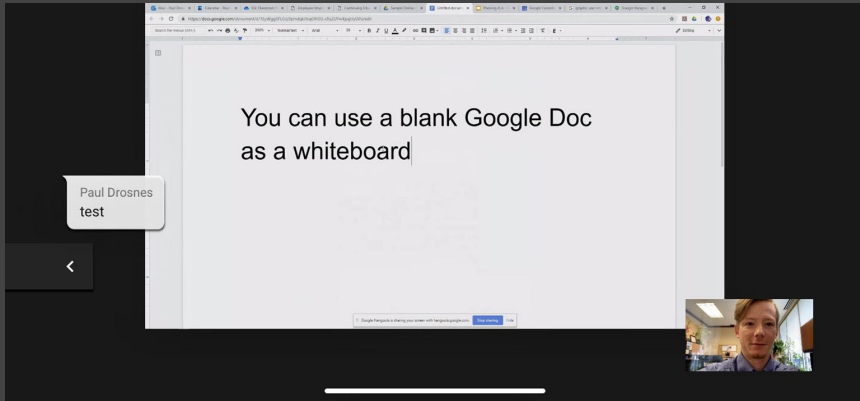
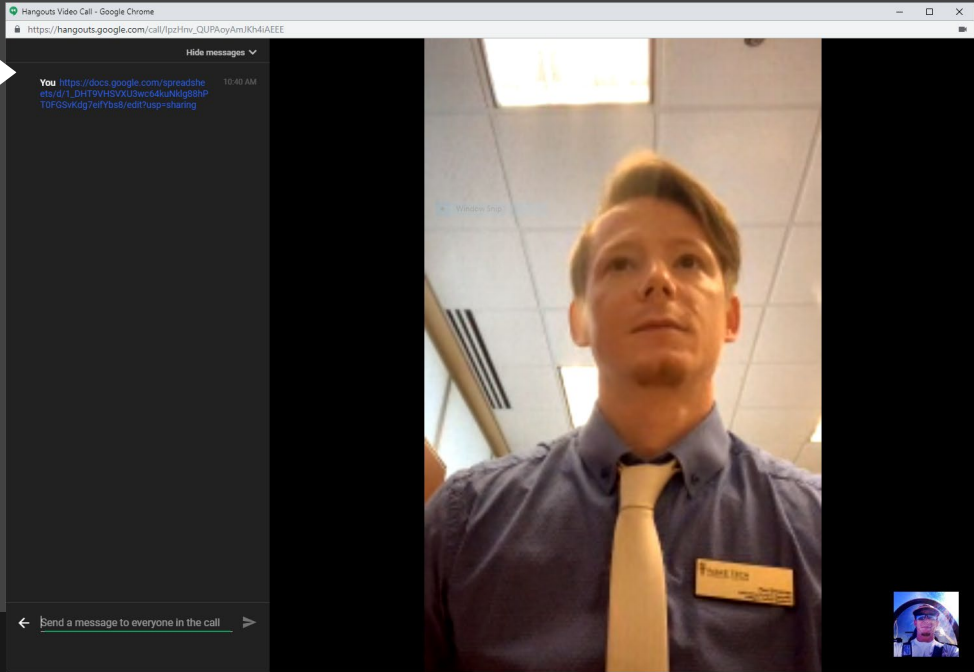
MESSAGE



Photo by Nicholas Butko



Share items from
Google Drive
by dropping links
into the chat.
(browser view shown)



Share your screen while
displaying a **Google Doc** as a
virtual whiteboard.
(mobile view (landscape) shown)

Google Drive



Teachers can set up folders in **Google Drive** to host and share various class materials:

Lesson plan (Google Docs)

Class presentation (Google Slides)

Sign-in sheets (Google Sheets)

Worksheets (Google Docs)

Virtual whiteboard (Google Docs)

App Downloads

