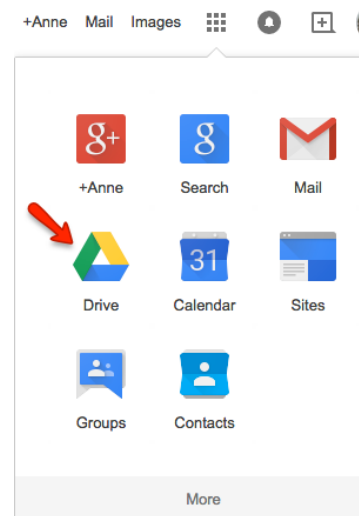


Google Slides for Collaborative Learning

Getting to Google

1. From a browser (Chrome works best, but Firefox and Safari work too):

Login to <https://sumail.su.edu> (your Shenandoah gmail account). Look for the grid icon at the top of the Google Mail window and then select **Drive**. You can also just login to your SU Google account in Chrome. Choose Drive.

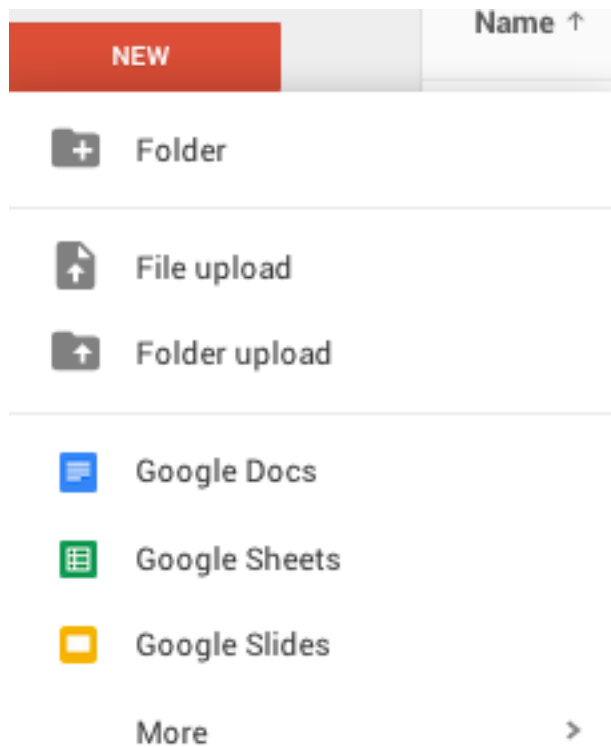


You'll then see a screen where you can view existing files or upload/create new ones.

2. From your iPad, you can either use Safari (see instructions above for using a browser) or download the Google Drive App from the App store. Note that the Google Drive App does not offer editing capability for Google Slides at this time--you can only view slides from the App.

Why Google Slides?

1. It's easy. Really.
2. It's collaborative. Students can work together on presentations synchronously or asynchronously. You can create a blank presentation file that then you share the students. You can insert comments into Google Docs or Slides as you grade them. This way, students get feedback more quickly. They don't have to wait for you to pass things back in class.
3. It's "in the cloud." Since files are stored online, changes are saved almost instantly and backups are handled automatically.



How do I Create a New Presentation?

New->Slides. If you already know Powerpoint or Keynote, you already know how to use this tool. While it does not have all the features of other presentation software, it is quick to use and easy to share. Note that the “Lesson Plan” template is quite conveniently in Shenandoah colors!

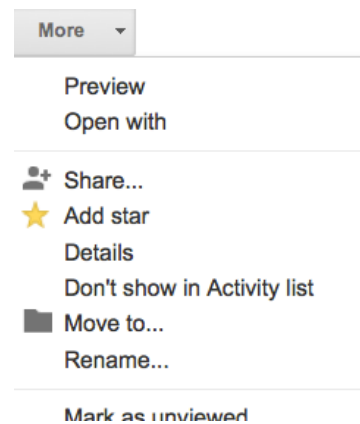
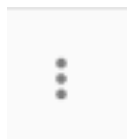
Once the presentation opens, go to the File menu and choose Rename and give the presentation a name.

Choose New Slide from the Slide menu to add additional slides. Slides can be reordered by dragging and dropping the thumbnails on the left hand side.

Most of the editing tools are pretty self-explanatory, but feel free to email ctl@su.edu if you need help.

What about folders?

Just as you would expect, you can organize your files, and files other people share with you, into your own folders. Files in folders you share with others will have the same access privileges. (So if you give folks View access to a folder, they will be able to see any files in the folder, but not edit them, unless you give them that specific privilege.) To move a file into a folder, click the box next to it to select it, then choose **More Actions from the** menu indicate by this icon:



How do I share the presentation file with my students?

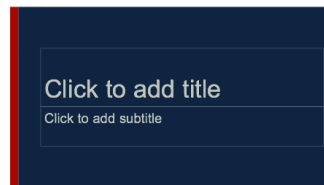
Click the Share button in the upper right hand side of the screen. Then enter the email addresses of your students. They will need to have edit privileges to create content in the presentation.

So how does all this help me teach and students learn?

We know that the best way to get to **deep learning** is to have students actively engaged and part of a learning community facilitated by an instructor who is mentoring and providing feedback.

Here are some ideas:

1. Icebreaker to help form a learning community: Create a Google Slides Presentation and share it with your students. Ask each student to create a slide with a picture that best represents them and use that to introduce themselves to the class.



2. Introduce a topic to give students some foundation. Then divide them into teams. Assign each team a theme that to research that reinforces the topic you have introduced. Ask each team to create several slides in a Google Slides presentation that they will then present to the class. Make sure they write in their own words and provide citations as needed. This type of exercise works well because:
 1. You have provided “scaffolding” by introducing the topic and giving them an outline.
 2. Students engage in reading, analyzing, and re-articulating.
 3. Working in small groups allows them to develop critical reading and thinking skills as well as teamwork.
 4. They practice written and oral presentation skills.

Practice!

Try each of these short exercises.

1. Go to your Drive. Working in teams, create a Google Presentation where you each create a slide that describes what you like about teaching. Be sure to include at least one image.
2. Make your own assignment! Try using one of the Google tools to create a collaborative class exercise for one of your classes.

Tips

1. Are your students distracted by Facebook? In Slides, click the chat icon and encourage students to discuss the topic you are presenting to get them to focus.
2. If you have trouble with Google tools, try using Chrome.
3. If you need help outside of normal hours, videos are available via Atomic Learning (through Blackboard->Tech Support) and often on YouTube as well.

