

Gary Brenner

December 3, 2014 – Technology Workshop

Creating Classroom Folders and Submitting Assignments in Google Drive

### Teacher

- Click “My Drive” on the top left
- Click “Create”
- Click “Folder”
- Name the Folder for you Period, “Drivers Ed – Per. 3” (example)
- On the top right you will see a shadow of a person and a + sign, click that button
- Type in each students e-mail addresses and click “Can view” or “Can edit”, depending on your assignment
- After each student has gained access to the Classroom Folder “Drivers Ed – Per. 3”), you can now create assignments for students to view
- While in the classroom folder, click “Create” on the top left, and create your assignment
- Students can now view your assignments you have posted

### Students

- Click “Create” on the top left and, depending on the assignment, create a new document, presentation, etc.
- Click “Untitled document” on the top left and have students add their name and assignment there
- Student clicks the blue “Share” button at the top right of the screen
- Student types teacher e-mail where it says “Enter names or email addresses...”
- Next, have students work on assignment in the document or presentation
- The document or presentation will save automatically
- Student unchecks the “Notify by e-mail” box so teacher does not receive tons of e-mails
- The assignment can now be edited and viewed by the teacher.

# Brenner

## Health Triangle Instructions & Criteria

Create three different Health Triangles (Physical, Mental/Emotional, Social health) on Google Docs using Presentation. For each triangle, you will input ten (10) pictures that resemble what that type of health means to you. For example, for physical health you can put a picture of lifting weights or cheerleading. Make sure each picture is appropriate and goes with the type of health triangle you are creating. This project is counted as a ***TEST GRADE! Each picture*** is worth ***1 point***, for a total of ***30 points***. Make the triangles as colorful and animated as you can. Do not keep the slides as plain white and gray. This assignment is due by the beginning of class on Wednesday, ***9/24/14***. Each day late will result in -10 points for your grade.

## Google Doc Sharing

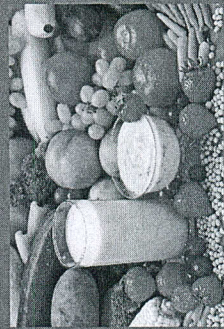
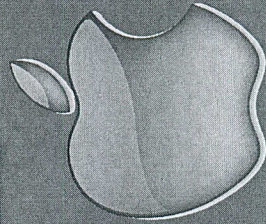
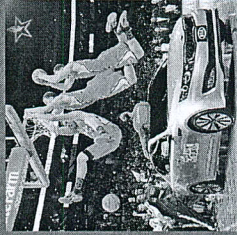
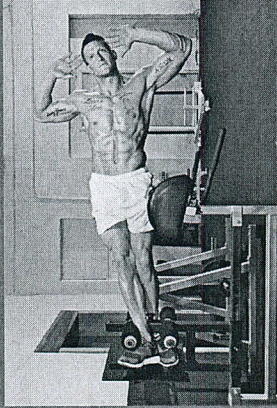
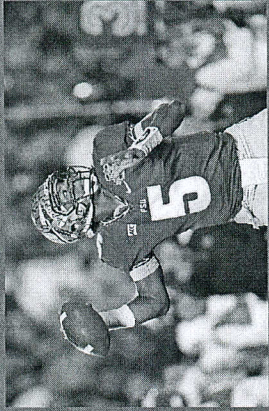
Create a Google Presentation

Click the blue "Share" button at the top of the screen

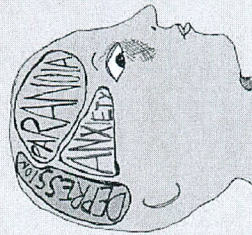
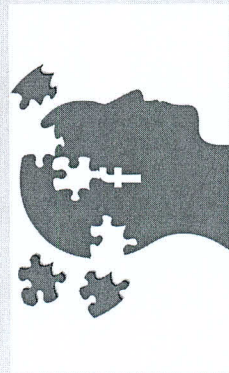
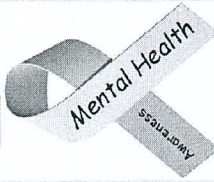
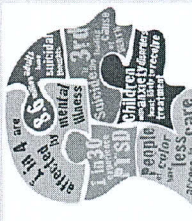
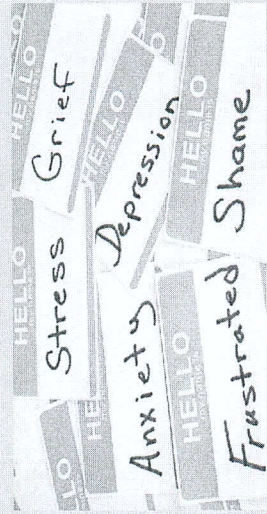
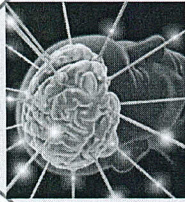
Share it with me, [brennerg@middlesex.k12.nj.us](mailto:brennerg@middlesex.k12.nj.us).

Uncheck the "Notify by e-mail" box.

Physical Health



Mental/Emotional



Social

