

Google Classroom

EDKU 9853

1 Semester Credit/Unit

Instructor – Joe Herz

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Course Syllabus

Course Overview:

Use Google Classroom to provide students and teachers with a safe online collaborative workplace. Effectively manage single or multiple class curriculum and assignments. Provide exciting opportunity for all students to access, collaborate and post completed work online. Designate assignments and resources for individuals and groups. Post individual and group grades. Set up communication with student parents and with other teachers. Integrate 3rd party apps to boost the flexibility of Classroom. *To complete this course you need a personal gmail account.*

Course Objectives:

Students taking this course will have opportunity to:

- Participate in a customized Google Classroom experience
- Transform your classroom into a paperless, robust collaborative environment
- Discover basic and newer creative ways to use Google Classroom with students • Manage assignments, grading and feedback within one application

Course Relation to CCS or other Professional Standards

- The [National Board for Professional Teaching Standard's](#) Core Propositions, 1-5
- The [International Society for Technology and Education](#) Teacher Standards. Learner; Leader
Citizenship; Collaborator; Designer; Facilitator; Analyst

Course Assignments

There are 6 course assignments to complete. Read instructions carefully.

Assignment 1 - Resources to review and Give Feedback (10 Points)

Objective: To familiarize or review how and why to use Google Classroom.

When done reviewing, post your responses to this [Form](#).

1. Video 1 [Classroom 101 \(quick overview\)](#)
2. Video 2 [How to Use Google Classroom 2020 - Tutorial for Beginners](#)
3. Resource 3 [12 Google Classroom Strategies to Start Using Today](#) (one of many Classrooms tips/strategies videos. Find a few useful items in this one)
4. Video 4 [Parents Guide to Google Classroom in 2020](#)

5. Video 5 [Google Classroom Student View Tour](#)

Make sure you know how to [lock Form Quizzes](#)

Assignment 2 – Share Your Google apps Experience (10 Points)

Objective: To share your teaching background, use of Google Classroom and other Google apps (GSuite) and your progress in use of technology with students.

Before starting this assignment make sure you have been added as a Student to the course Classroom.

- [Link to](#) My Profile Presentation as an example. Follow the assignment directions in Joe’s Profile, slide 1. **Create a minimum 3 Slide Presentation**
- Start a NEW presentation from within the Classroom Stream, Assignment 2. Click on Create and select Presentation. The Presentation will reside in your student page within this course’s Classroom site. If you create the Profile when in Drive, click on Add and add your project.
- Your project will be shared with other students in the course. Do NOT share emails or any other personal information you wish not to.

Assignment 3 – Create a Google Classroom of Your Own (50 Points)

Objective: Use Classroom as a personal LMS (learning management system) by creating a Personal Classroom site not associated with a school Classroom page you may have.

If you currently use Classroom at your school site I am unable to view it since I’m not part of your district’s domain. Thus, the need for you to create a new Classroom account and start a New Classroom site.

This assignment reflects the primary goal of this course, using Classroom to manage classroom assignments and to help create a learning environment that effectively utilizes technology.

Make sure you have a gmail account. The objective is to either:

- Recreate your current school Classroom content to meet the assignment goal
- Begin your use of Classroom by [creating a personal Google Classroom account](#) after logging in to your gmail account.

All Students: When you create your Classroom account a Google Drive account will be created. Google Drive will house your assignments and other documents in a folder. I’ll be suggesting some organizational ideas if necessary.

Let’s get started: You have watched the video tutorials in Assignment 1 to assist with use of Classroom. Use Google Classroom tutorials as you would expect older students to use online resources prepared by others or yourself to review usage, ideas and get help. I’m available at all times if you need assistance.

jherzeds@gmail.com

Your New Classroom Site Steps and Goals:

1. Create a NEW personal Classroom site. This will be a new and separate Classroom site, not associated with this course’s Classroom page. To create it, login to Google using your current or a new gmail address.
 - A. **Invite me** to your new Classroom site as a co-teacher jherzeds@gmail.com
 - B. **Invite me** as a student using edsclassroomstudentherz@gmail.comI may also use your class code to join the course as another student.

After I have accepted the invites, send me an email welcoming me to the course as a co-teacher and as a student. Although I've already accepted the co-teacher invite, I want you to experience using the Google Classroom email function to create the message.

Do NOT add actual students to your class. You can invite colleagues or family.

Build your content. [Refer to the tracking document for required items](#). Add **assignments**, due dates, resources, notices, calendar, links to documents. The documents you create will be in your Drive.

a. [Look in here](#) for help to customize the top banner image/theme

b. You may want to [make a copy of an assignment for each student](#). Recommended for ease of students turning in work with their name in the title.

2. **Keep me posted on your progress as necessary:**

I will receive notices of assignments added. I may try to complete some as a student and comment on them as teacher and student. If I have questions, I'll leave them in the assignment comment section.

Keep track of your work using the shared [Assignment Tracking Assessment](#). Document. I will check off completed items every 5 days of them being completed. Feel free to email or leave a comment on the document if you haven't heard back from me.

[Let me know if you need suggestions or help setting up your Classroom.](#)

Assignment 4 – Classroom Mobile App (10 Points)

1. Setup and use [Classroom Mobile App](#)

The Classroom app is available for iOS and Android devices. For this assignment:

1. Submit a screenshot from your phone showing the app opened to the Classroom you set up for this course. The screenshot will need to be Turned In to the Classroom assignment. See the assignment for help with this. Email me if you need help.
2. Create a short drive document with thoughts on how you will or could use the mobile app. Start a NEW Document from within the Classroom Stream, Assignment 4. Click on Create and select Document. The new Document will reside in your student page within this course's Classroom site. If you create the Assignment when in Drive, click on Add and add your project.

Make sure you submit both parts of assignment 4 via Classroom.

Assignment 5 – Promote your Google Classroom (12 Points)

Create a Google Presentation both promoting and showing examples on the use of Classroom as an efficient classroom management tool. The presentation audience are parents attending your Back to School night and one that could also be placed on a class website.

- Start a NEW presentation from within the Classroom Stream, Assignment 5. Click on Create and select Presentation. The Presentation will reside in your student page within this course's Classroom site. If you create the Profile when in Drive, click on Add and add your project.
- **5 or more Slides**
 - The design and content is up to you. It should get viewer attention and keep it.
- Design this one Presentation to serve both as a stand-alone presentation for viewing and to show as you talk to an audience about Classroom.
 - Include links to video resources that will help viewers learn more about Classroom

Assignment 6 – Share your Google Classroom Story (8 Points)

Share your Google Classroom experience with fellow course students. Login to the course EDS website. Read the directions and post your work. I should receive a notice when you post your work but a quick email to me at jherz@edsonline.com would make sure I know you completed the assignment. Thanks!

Course Assessment Rubric

EXCELLENT (90-100 points) Meets or Exceeds Course Objectives: A to A-	ACCEPTABLE (70-89 points) Majority of Work Meets Course Objectives; B+ to C-	NOT ACCEPTABLE (below 70 points) Needs Considerable Improvement: Re-submit Work Suggested: C or below
Shows exemplary understanding of course objectives evidenced by completion of required course assignments.	Shows basic understanding of course objectives evidenced by completion of required course assignments.	Needs more time to develop an understanding of course objectives.
All course assignment requirements were completed per instructions. Written work, media files, postings within Drive and Classroom and were completed. Quality of media work is exceptional and supports assignment objectives. Assignment responses reflect necessary research, reflective thoughts and summations.	The majority of course assignment requirements were completed per instructions. Written work, media files, postings within Drive and Classroom and were completed. Quality of media work is exceptional and supports assignment objectives. Assignment responses reflect necessary research, reflective thoughts and summations.	Needs more time to develop assignment requirements per instructions, including written work, media files, postings within Drive and Classroom and were completed. Quality of media work is not acceptable. Assignment responses do not reflect necessary research, reflective thoughts and summations.
All responses are organized very well. Work is original. Supporting material easy to locate, clearly labeled and related to the corresponding assignment.	Organized fairly well. Work is original. Supporting material somewhat hard to locate and loosely related to corresponding assignments. Is generally organized and labeled.	Organized poorly. Not all work is original. Supporting material difficult to locate or not present and/or not related to corresponding assignment. Assignments are poorly labeled.
Free of spelling and grammatical errors. Word processing files and other document files were completed using required formatting.	Most work is free of spelling and grammatical errors. Most word processing and other document files were completed using required formatting.	Numerous spelling and grammatical errors. Word processing and other document files are poorly formatted.

Resources:

- **Set up and Manage Your Google Classroom**
<https://teachercenter.withgoogle.com/first-day-trainings/welcome-to-classroom>
- <http://ditchthattextbook.com/10-add-ons-to-google-classroom-you-must-try/>
- <https://classroom.google.com/u/0/c/MzcxNTcxMTAyOTNa/m/MzcxNjA4NDY2ODVa/details> Turning in work
- https://support.google.com/edu/classroom/topic/7175284?hl=en&ref_topic=6020277
- <https://www.slideshare.net/andrewsteinman/how-google-classroom-transformed-an-elementary-classroom>
- https://www.youtube.com/watch?time_continue=3&v=EE0a_6kjouA new for 2019
- <http://ditchthattextbook.com/2017/02/16/10-add-ons-to-google-classroom-you-must-try/>
- [60 Smarter Ways To Use Google Classroom](#) A long list from which to pick up a few ideas
- [35 MORE Ways to Use Google Classroom](#) Informative single-idea video segments on merging Blended Learning and other teaching strategies with Classroom.
- How to Set Up and Use the Google Classroom Mobile App
 1. [About the Classroom Mobile app](#)
 2. [How to use the Google Classroom Mobile App](#)
- Look at all [graded quiz options](#)
- Chrome users may want to use Alice Keeler's [Open Side By Side](#) to enter Form grades into Classroom.
- [Assign Assignments to Selected Students](#) .Also use for Differentiating if you have different levels of an assignment.
- [Limit Form taking to once](#)
- Make sure you know how to [lock Form Quizzes](#)
- [How to make a copy for each student in Classroom](#)
- [Tips for Using Google Classroom for Distance Learning](#)