Topic: Utilizing the Mobile Mustangs APP in the Classroom

Trainer: Chad J. DeWolf

APP ONLINE: http://www.tinyurl.com/mustangsapp

Date: November 11, 2015
Time: 60 Minutes
Materials needed: Computer, personal phones/tablets
Teacher level: All

Learning style: Small Groups of Educators in Computer Lab

Why technology is used in this lesson: to help teacher teams understand how to create folders and upload lessons to specific Google Drive folders for APP access.

Overview:
1. Mobile Technology is here to stay
2. Download APP, view in HTML browser, login to Google Accounts
3. Create folder and file system (Content Management System) in Google Drive for APP

Objectives:
By the end of the lesson, workshop participants will be able to: create folders, upload teaching materials (lessons, videos, pictures, study guides …)

Training content:
   Warm-up activities/review:
1. Discuss in group about the benefits of students having access to everything needed anywhere at any time.
2. Ask if the teachers care when the student learn? Why?
3. Explain the benefits of Google Drive with APP 24/7 access for all stakeholders.

Directions for Technology Workshop:

REQUIRED ACTION:

Add your Grade Level APP folder to your "My Drive" (Only have to do this once):

1. Open your Google Drive: https://drive.google.com/a/madison.k12.ga.us/
2. Click on the "Shared with Me" menu link on the left under "My Drive"
3. Click the "box" that is in front of the folder of your grade and content - example: "7 SCIENCE APP"
4. Click on the link at the top that now is active that says "Add to My Drive"
5. Click on "My Drive" and the "7 SCIENCE APP" folder is now listed in "My Drive"

OPTION ONE:

To add <u>anything</u> from OUTSIDE Google Drive to INSIDE your Google Drive folder:

1. Drag the file(s) you want to share with students, parents, everyone - to your "7 SCIENCE APP" folder
2. It will upload in a few seconds. It will be now available to everyone when upload completes
3. Repeat as necessary.

      <u>Note</u>: Utilize your folder with folders to organize your files. Folders: HW, Lessons, Study Guides…
      <u>Note</u>: Make file names easy & short to understand - SS8G1 HW1 <u>or</u> GA Geography Study Guide Test 2

OPTION TWO:

To add <u>anything</u> from YOUR Google Drive folder to INSIDE your "7 SCIENCE APP" Google Drive folder:

1. Right Click on the file you want to add to the "7 SCIENCE APP" folder. Choose "Make a copy"
2. Right Click on the copied file and choose "Move to…" - Choose your "APP FOLDER" folder
3. Repeat as necessary

Follow-up activities:

1.   Every content level in each grade must have, at minimum, the syllabus for the class, a folder system of some kind, and some files in the folders.

Assessment (how will you know the lesson was successful?)**:**

1. It will be accessible by everyone, as it is all online. There will be follow ups throughout the year as it is easy to comment on files to the teams once they upload the documents to the Drive.