Join the Teaching & Learning Center staff to learn more about Google Apps & Tools in this series intended for intermediate computer users.

Session 1 (Jan. 28, 30, 31) – Google Account / Google Drive
- Access @lab Google account; utilize Chrome browser functionality
- Upload/create/share folders and files in Google Drive

Session 2 (Feb. 4, 6, 7) – Docs/Sheets/Slides
- Work with sample files / Create new files
- Switch between MS Office / Drive formats

Session 3 (Feb. 11, 13, 14) – Hangouts/Meet
- Text vs. Video (desktop sharing)
- Meet vs. Zoom (video conferencing)

Session 4 (Feb. 25, 27, 28) – YouTube
- Blackboard Mashup / integration
- YouTube Playlist / Video Editor

Session 5 (Mar. 3, 5, 6) – Additional Tools
- Google Forms (surveys)
- Flippity.net / Chrome Extensions

Session 6 (Mar 10, 12, 13) – Sites
- Site theme / design / content
- Integration with Google Drive

Each session will be offered three times each week.

Tuesdays
4:00pm-5:15pm
Peoria – Hickory 127

Thursdays
9:30am-10:45am
East Peoria – TLC, 240A

Fridays
1:30pm-2:45pm
East Peoria – TLC, 240A

Most sessions will reference posts from the Tech Tools blog series:
icctlc.blogspot.com (Be sure to subscribe via email!)