

Becoming an e-Teacher: Using Google Sites in the Classroom



This website contains all the information you will need to start using Google Sites for classroom use. <http://sites.google.com/site/becominganeteacher/>. There are five modules:

Module 1: Setting Up a Website

- understand what a website is and what it does well
- set up a Google Account
- see how to make a plan for your site
- create a Google Sites website
- choose a site theme
- create a home page, primary pages and secondary pages

Module 2: Adding Content & Managing your Site

- format and add text to your site
- change the theme and site layout
- add links from outside sites and link them directly to key words
- find copyright-free and other images that you can use legally
- save these images to your computer and put them on your site
- source and embed YouTube videos onto your site
- use the mini-blog page to create class news items
- set up and add Google Calendars to different pages on your site
- access Google Documents
- upload a PowerPoint presentation into Google Documents and the embed it in your site
- understand how to grant collaboration rights to your site
- administer your site effectively
- make a new Google Site for a class project and link it back to your teaching site

Module 3: Making your Website Accessible

- explain what is meant by the term "accessibility" when applied to websites;
- understand why accessibility is important for different types of learners who might use your site;
- adjust the size of text and other images on your screen;
- download and use some assistive technology tools for visually-impaired learners;
- create alternative text tags for photos, illustrations, charts and video clips;
- check the readability of the text included in your website;
- create downloadable versions of your webpages for those who have limited access to the Internet.

Module 4: Creating and Uploading a PowerPoint Presentation

- Identify the benefits of creating notes for her lectures
- Implement best practice in creating PowerPoint presentations for all of her students
- Upload completed lecture notes to her Google Site
- Publish and manage her lecture notes in Google Sites

Module 5: Creating and Uploading a Podcast

- identify strategies for incorporating podcasts and multimedia on websites and in teaching
- know how to install Audacity and mp3 exporter on your computer
- have an awareness of the hardware requirements for podcasting
- make and edit podcasts
- incorporate a podcast into Google sites

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