

# Google for Education Training

from Using Technology Better

## Training that is enjoyed, not endured

Using Technology Better specialises in working with schools and universities who want to better use technology to improve their efficiency, communications and education outcomes.

UTB is the only organisation in Australia and New Zealand to provide Google, Microsoft and Apple Certified trainers. This ensures that the training we deliver is unbiased, up to date, of the highest standard, and endorsed by these providers.

Our trainers all have extensive experience in the education sector and understand the process of best delivering content in a way that is **enjoyed**, not **endured**.

**The training we provide is relevant and engaging.** No two situations are the same, so we take the time to understand your unique strengths and challenges and tailor your training to suit your needs.

**Contact us to discuss how we can help your staff and students study, work and teach with Google for Education tools.**

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## Our Training Programs

### Efficient communication and collaboration with G Suite

*For all staff*

We work alongside your project team to develop a customised change management strategy that will minimise business disruption and see you successfully deploy G Suite and Chrome in your organisation.

### Effective teaching with G Suite

*For teaching staff and educational designers*

*Available as either an introductory or advanced workshop.*

In this session, your teaching staff and educational designers explore how G Suite tools can be utilised for tertiary teaching and learning. The tools covered can be tailored to suite your G Suite environment and may include Google Drive, the Docs Editors, Google Sites, Google+, YouTube, Google Maps and more.

### Google Certified Educator boot camp

*For teaching staff and educational designers*

*Available for either level 1 or level 2 certifications*

Our two-day boot camps help your staff fast-track their Google Certified Educator level 1 or level 2 certifications. During the workshop we explore the range of Google tools available to educators, including Gmail, Calendar, Tasks, Sites, Drive, the Docs Editors, Classroom, Search, YouTube, Google Groups and Chrome. Attendees gain the knowledge they need to successfully pass the exam, which is undertaken in a supportive environment as part of the workshop.

Note: This fast-paced training option is only suitable for staff who have a high level of familiarity with Google for Education tools.

### Streamlining your study with Google tools

*For all students*

An introductory session designed to prepare students for using G Suite tools in their studies. Topics covered include collaborating efficiently with peers using Google Drive and the Docs Editors, creating learning portfolios with Google Sites and researching effectively using advanced Google Search and Google Scholar. This session can be delivered as either a demonstration or hands-on workshop. It is a great addition to your orientation week or study skills programs.

### Google for Education training for pre-service teachers

*For students enrolled in teacher education courses*

Google tools and devices are used extensively in primary and secondary classrooms across Australia, New Zealand and the world. Using Technology Better is working with Google to provide pre-service teachers with the opportunity to learn how to incorporate these tools into their teaching practice. Our training program is designed to help you prepare your pre-service teachers to undertake the Google Certified Educator level 1 exam, giving them a valuable work-relevant certification. Our program also assists you to build the internal capability of your staff, equipping your institution to deliver its own Google Certified Educator level 1 certification courses.

The program is fully customisable to meet the needs of your school or faculty and can involve:

- an educator information session,
- a four-day hands on workshop (spread out over a semester),
- short tool specific demonstrations,
- a one-day conference style event
- a two-day boot camp.