Exploring Google docs: Tools for Technology Integration in the Classroom
by Delyn Lusk, Rachel Taulbee and David Robertson

Google docs is one tool that could be implemented with ease in the educational field. It allows for collaboration, editing, visual learning, and many other tools of teaching. One of the things I like is that you can upload an existing document and collaborate on it. I also like that it is set up like Microsoft Word, just without all the bells and whistles. -Delyn

When using Google docs in the past, I typically create a "form" rather than an actual document. When creating a form, teachers can compile questions to be presented in a quiz format. The additional templates offer users the opportunity to customize their fonts, background color and design, as well as the overall look of the web page. After users click the link to visit the form, the results are automatically collected in a spreadsheet for the form designer to access. One very helpful tool I found when using this program is the "summary" option in the blue toolbar located at the top of the page. This feature summarizes the responses from the survey or quiz and displays them in colorful data charts and various graphs. It also lists the number of each response for all questions as well as tabulates the percentage of responses for individual questions. Google docs gives teachers an easy way to monitor student understanding by giving users the option of creating these "forms" as a tool for classroom assessment. -Rachel

Delyn and Rachel both make compelling points in the previous paragraphs. Google has become the amazing global superpower that is has because their creative team has brought complex programming and coding capabilities once reserved for an eclectic minority within finger's reach of the billions of ordinary people. The pockets of humanity that don't understand the words "Coca-Cola" and "Google" are becoming as scarce as fresh water in the Sahara desert. Rachel rightly points out the revolutionary ease of using Google forms. In one sitting, a "newbie" can create a handsome and productive survey, quiz, or form that automatically pours its results into a utilitarian spreadsheet that can actually be interpreted by a grocery store clerk.

Click File > New in any Google Doc and and a new world opens up with instant access to Web 2.0 tools like:

- Documents
- Presentations
- Spreadsheets
- Forms
- Drawings
- Templates

Customization *tools* <u>allow</u> online <mark>collaborators</mark> to add HTML code with the touch of an icon.

Hyperlinks are a point-and-click away to bring the entire resources of the Internet to your

document:

[My UWG (University of West Georgia)](#)

Google Docs, so much more; so much fun! -- David