

Introduction to Google Sites

Google Sites is the easiest way to make information accessible to people who need quick, up-to-date access. People can work together on a Site to add file attachments, information from other Google applications (like Google Docs, Google Calendar, YouTube and Picasa), and new free-form content. Creating a site together is as easy as editing a document, and you always control who has access, whether it's just yourself, your team, or your whole organization. You can even publish Sites to the world. The Google Sites web application is accessible from any internet connected computer. Source: www.google.com

How could you use it as a teacher?

The site could be run by the individual teacher as an online community for their specific class. This is where you could post resources and links specific to what your class is doing.

This is where you would also post links to student blogs if they were going to be shared. This is where you might embed other Google apps such as calendars for tasks and assessments, forms and slideshows.

How to set up a Google site

Once you've signed in to your Google Account, you can start creating your site. Here's how: Click the Create site button.

Enter your site name and the URL where it will be located (for example, sites.google.com/site/yoursite) as well as an optional description of the site. The name and URL you choose can't be changed after you create your site, or used again if the site is deleted.

Select the appropriate checkbox if your site contains mature material.

Select one of these sharing options: 'Everyone in the world can view this site' or 'Only people I specify can view this site.'

Pick a theme for your site.

Enter the wavy characters in the word verification section, and click the Create site button.

How to add a page

Now that you've created your site, you can create a new page by clicking the Create page button. Then, name the new page and select the type of page you want: webpage, dashboard, announcement, file cabinet, or list. After you've selected where you want to locate the page, click the Create Page button at the bottom of the page.

Ideas for using your site

Use it for posting up resources

Providing hyperlinks to useful websites

Online forums

Embed videos

Embed Google calendars (students can sign up for free text reminders)

Create online quizzes, gather student voice, feedback by embedding a Google form

Create a virtual knowledge wall

Create a parent portal

Support and extension exercises

Give students editing rights and get them to manage it!

Source: www.google.com

Handy handout created by Claire Amos am@eggs.school.nz

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