TRANSFORM OLD ASSIGNMENTS INTO 21ST CENTURY LESSONS WITH GOOGLE CLASSROOM

If you're just starting out on Google Classroom, the variety of things you can do may seem overwhelming. However, it's easy to turn some of your everyday paper and pencil classroom activities into fun, technology-based lessons.

For all of the following suggestions, make sure that you have already set up your class in Google Classroom and that you are in the class stream.

Bell ringers/Warm-ups

When students come into the classroom, it's great to have a quick question on the board so they start to think about the topic. This can end up being a pain for teachers as we end up with lots of tiny slips of paper or piles of notebooks to grade. Setting up a bell ringer on Google Classroom is as easy as rolling over the add (+) button in the bottom right of the stream, clicking "Create Question", typing your question, and clicking "Ask"! You can even take attendance this way by clicking on the "done/not done" section and seeing who has answered.

Bonus E-Tip #1: Reusing Assignments

If you want to reuse a question or assignment you have used before or created in a different class, you don't have to create it again. Instead, after creating the assignment for the first time, go to the next class you want to use it for, roll over the add button, and click "Reuse Post"!

You don't have to do this the same day. It can be done weeks or months later, or even when you reach the same topic next year. Just make sure at the end of the year to archive, not delete, your current class!

Slides + Pear Deck

A slideshow is a great way to communicate information with students, but what if they could digitally respond to your questions as you were teaching? By creating or uploading a slideshow in Google Slides and using the Pear Deck add-on (https://www.peardeck.com), your students can engage in your lesson by writing a number or text, or selecting a multiple-choice answer (there are more options with the paid version, too). The students enter a class code, and then a live version of your slideshow plays on each device. As students answer questions, the teacher version of the slideshow on the board updates with their responses. After class is over, you can see reports on individual students' responses, giving you an opportunity to group or differentiate to continue discussing your topic.

Essays/Papers

Any English teacher will tell you that the hardest part of grading essays with multiple drafts is keeping track of all of that paper. By having your students type their essay in Google Docs and turning it in through your Classroom (create an assignment and have them attach the document to it), you can eliminate the paper, see changes students have made, and even make comments on it right from your computer. This also makes peer editing much easier, as your students can share their essay with another by clicking "Share" and make comments by clicking "Comments".

Worksheets

Many teachers have worksheets that they have created in Microsoft Word, and each year they get printed and handed out to students. It's easy to upload these to Google Drive and create a new Classroom assignment from them. From your Classroom stream, all you have to do is roll over the add (+) button, and click "Create Assignment". From here, you'll want to title your assignment and give instructions, but the most important part is to click the paper clip in the bottom left. This allows you to attach your worksheet.

Once you have selected your worksheet, you will need to decide how you want it distributed (see Bonus E-Tip #2). You can also attach other things, such as PDFs and videos that might be helpful references for the assignment. When completing the worksheet, have each student choose a single color (and no more than one) that they want to type in. This will save you headaches when grading, as it will be easier for you to see the student's responses separately from your questions.

Find more E-Tips at https://goo.gl/qPn7bN

Bonus E-Tip #2: Assignment Attachments

When attaching a Google Doc, Sheet, or Slides to a Classroom assignment, you will notice a dropdown menu to the right. This allows you to control what kind of access your students have to each attachment.

There are three options:

- **Students can view file** – This setting only allows students to look at the file with no editing capabilities. This is the default option and the only option for PDFs. It is best used for reference material.
- **Students can edit file** – This setting allows all students access to one copy of the file that is owned by the teacher. This works well for large group brainstorming and unit slideshows, where each student is assigned a topic about which to create a slide.
- **Make a copy for each student** – This setting adds a copy of the file to each student's Google Drive that is titled with their name and is shared with you as their teacher. This option is great for worksheets and activities where each student is working individually. *CAVEAT*: Changes made to the original document after the assignment has been finalized will not update the student copies!