



Have you been using Gmail, Calendar, Drive and now feel ready to expand your Google knowledge by learning Google Sites?

Google Sites are great for teachers in the classroom, but can *do wonders* for your school office and administration staff!

Come learn about creating, editing, adding objects, sharing and customizing your site. Work hands-on to create your own site to use immediately after the workshop.



Teachers

Utilize your classroom site for:

- Field trip presentation
- Class projects
- Assignments
- Deadlines
- Reading lists
- Homework calendar
- Parent communication

Administration

Create paperless meetings using Google Sites!

Wednesday, December 10, 2014 | 9:00am-2:00pm | at CESA 5

Presented by:

Jessica Gross, Web Content/Applications Coordinator, CESA5
Google Apps for Education Qualified Individual

For more information contact Amber Ostrowski at **608.745.5459** or ostrowskia@cesa5.org

Supplies Needed

- Laptop or Chromebook
- Google Account

Suggested Audience

- Administrative Assistants
- Support Staff
- District Office Staff
- Secretaries

REGISTER ONLINE TODAY

Registration closes at 1:00 pm on Tuesday, Dec 9 2014 or when sells out.

Space is limited to 25 participants.

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Cost

\$25 per participant
for ITSS Districts

\$125 per participant
for non ITSS Districts

Refreshments and lunch are provided by CESA 5 for all program attendees.