Google Apps Admin Console

2 Technical Workshops

September 23, 2016

CESA 2, 1221 Innovation Drive, Whitewater, WI 53190

9:00 – 11:30 AM   Google Apps Admin Console Basics

And / Or

12:30 – 3:00 PM   Google Apps Admin Console Advanced

Presenter: Dale Harkness, KC Computers

Google Apps Admin Console Basics: 9:00 – 11:30 AM

The Google Apps Admin console is a single place to manage all your Google Apps services. Your **Google Apps Admin console** is where you add users to your account, turn on the services you want them to use, grant people administrator access, and otherwise manage Google Apps services for your organization.

Google Apps Admin Console Advanced: 12:30 - 3:00 PM

The Google Apps Admin console is the central point for your routine tasks such as adding users, groups, managing applications and more. But what about the hidden administration features that you might not know about? Learn the advanced features available to you for Chromebook management, organizational unit security best practices and other hidden features to assist you with your Google Apps implementation.

Presenter: Dale Harkness has over 13 years of experience as a District Technology Director and formulated and implemented a One to One program. He has provided many regional level trainings on Google Apps, One to One, Classroom Management Systems, and Common Core/ Technology in the classroom. Dale is currently serving as Managed Services Director for KC Computers – providing IT Management for the private and public sector.

Target Audience: This training is for individuals that are responsible for managing Google Apps for Education for their organization using the Admin Console.

> **What to Bring**
> • A Laptop and any Google Apps Admin Console questions!

Event Fee: Free for CESA 2 Instructional Technology Services Members

$75.00 per session if not a CESA 2 Instructional Technology Services Member

To register, go to http://www.myquickreg.com

Register for the AM and/or PM Session – Seating is Limited

For registration questions, please contact Sharon Anderson at sharon.anderson@cesa2.org

For workshop content questions, please contact Sharon Webb at sharon.webb@cesa2.org

If you need special accommodations, registration and payment must be made three weeks before workshop.

Should enrollment be insufficient to cover the cost of this event, registered participants will be notified by email.

Cancellation Policy: Participants must cancel more than 48 hours from this event or will be billed.