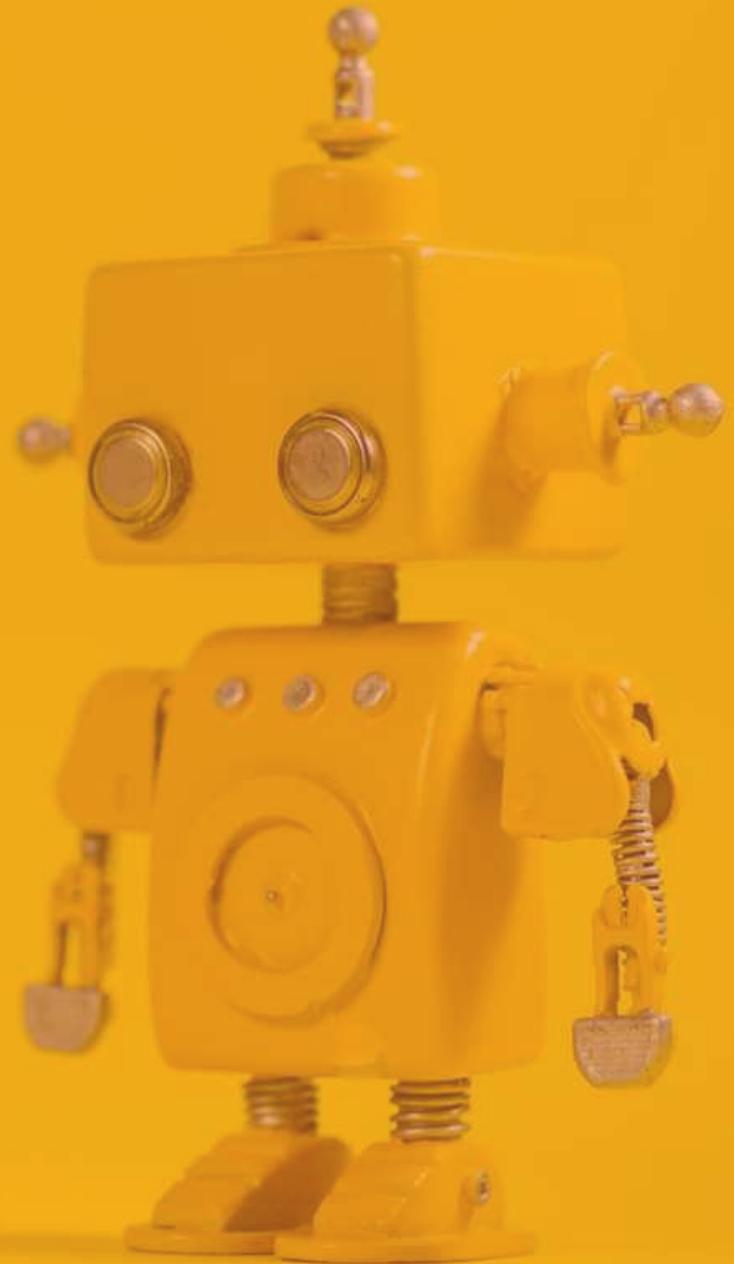


ANOTHER KIND OF GOOGLING

Using Google Docs Editors, and other indispensable resources, in rigorous Class Attendance, Interactive Activities, and Serious Evaluation.



What are Google Docs Editors?

Google docs editors are similar to Microsoft Office 365 however:

1. They aren't as feature packed;
2. They require either an app or an internet browser;
3. They're free, easily accessible and sharable;
4. Function with the same speed as an instant messaging service like WhatsApp or Facebook Messenger.

Google Docs editors - a list and possible classroom application

1. Google Docs (Microsoft office equivalent Word) --- used for writing practice, brainstorming, reading practice;
2. Google Sheets (Microsoft office equivalent Excel) --- used for class attendance, grading, brainstorming;
3. Google Slides (Microsoft office equivalent PowerPoint)--- used for class presentations;
4. Google Forms --- used for self-grading quizzes and tests.

Other Google products part of the G suite:

1. Jamboard --- an online Whiteboard;
2. Google Classroom --- used to center everything, give assignments, post materials, offer homework.

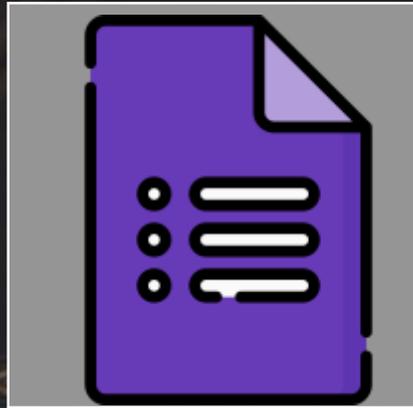


Google Forms as Quizzes

- At some point Google Had the idea to add a scoring system to their Forms platform and that is how Google Forms Quizzes was born.



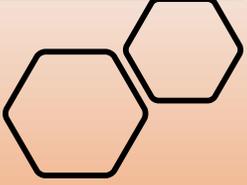
A quiz about making a quiz



Please access the URL provided in the chat box. It contains an instructional “how to” for Google Forms Quiz and vital link sharing information.

Once finished we can view the result.

https://docs.google.com/forms/d/e/1FAIpQLSfyM5sO22s4K98fM2p30Et_rnTje98SAf2Liiq1pE3PoLLBsw/viewform?usp=sf_link



Conclusions

You don't need to type an email address to share the quiz and Ss don't need a Google account!

The test is self-grading, and you can relax after work;

You can enter either the participants email or do a quick link sharing of the results as you can see them in a Google Sheets document;

Google Forms Quiz is perfect for receptive skills but not so much for productive skills as it only offer paragraph and sentence input.

Because this is a digital test, you can easily copy and paste items from existing documents, add video, add images, etc.

The types of items available is varied and you can mix and match them to your liking;

Make your own Quiz



Access Google Forms from the provided URL;

<https://docs.google.com/forms/u/0/>



Copy and paste the first text from the BAC reading;



COPY AND PASTE THE FIRST QUESTION FROM THE TEST;



YOU HAVE 5 MINUTES TO COMPLETE THE TASK. AND SHARE THE URL IN THE CHAT BOX

Using Google Docs for Writing Practice

And now let's see

1. Google Docs is the equivalent to Microsoft Word;

2. We can get instant feedback from our learners in our activities;

3. It works in real-time!

4. It has potential for brainstorming It has potential for brainstorming and other productive skills;

how we can use it for writing practice?



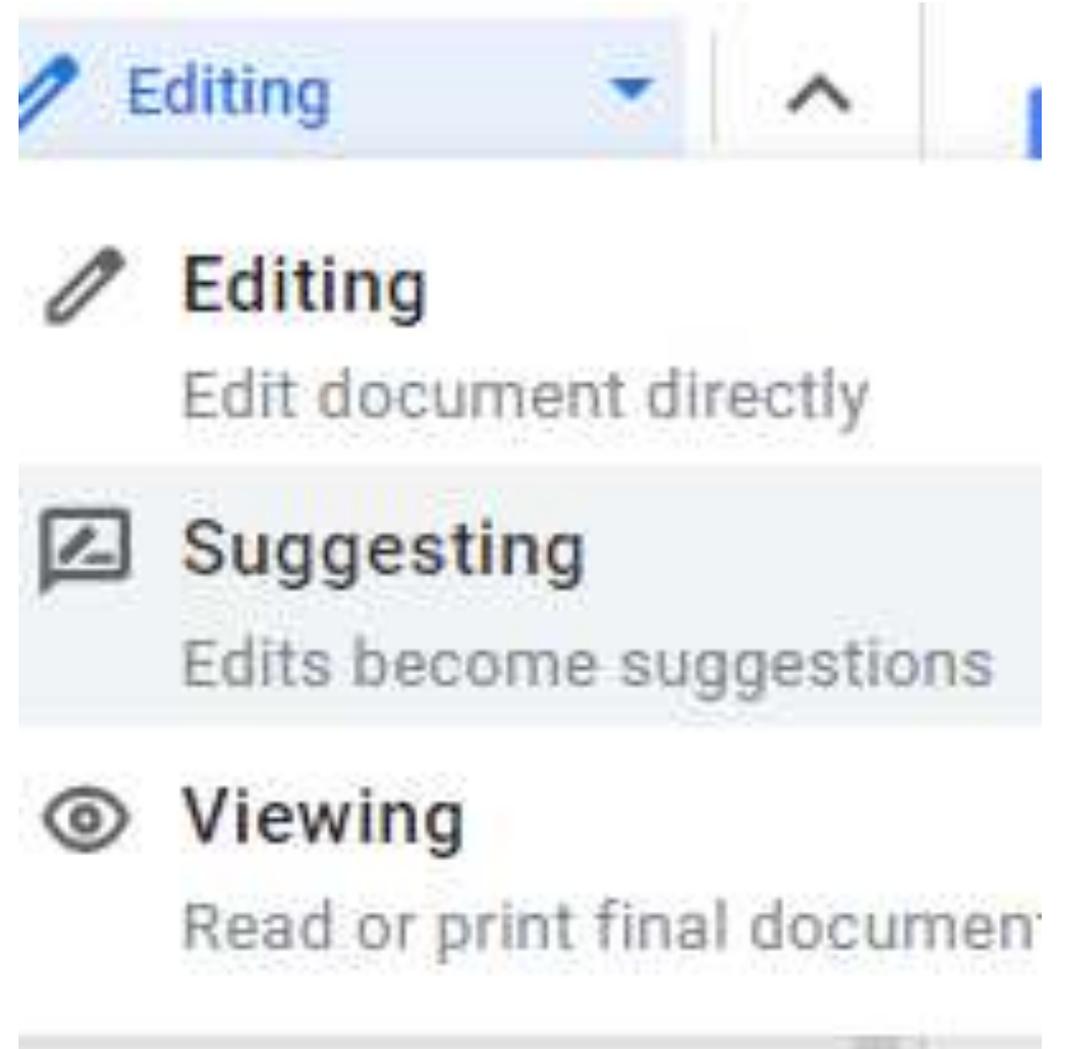
Here's a quick list of things to do for writing practice

1. Write the task;
2. Click on send with link sharing;
3. If you want your students to write on copy replace the red text from below to copy (you may want a copy to get individual responses):

<https://docs.google.com/document/d/1YvWLgmWJBUuz0m5cSenedY-oY9VRAzLdQTkktOZudkiw/edit?usp=sharing>

<https://docs.google.com/document/d/1YvWLgmWJBUuz0m5cSenedY-oY9VRAzLdQTkktOZudkiw/copy>

5. In the editing menu pick suggesting;
6. Ask your students to submit their URL by doing what you have just done.



Writing Codes

By using a writing code you can guide Ss to find their mistakes. Encourage self-assessment.

Template: Correction codes

Code	Meaning
g	grammar
*	style, formality or appropriacy
~	join sentences / paragraphs
//	separate sentences / paragraphs
wc	word choice or form
w	word or phrase too simple
wo	word order
x	not necessary
?	unclear meaning
(...)	move text to a better position
p	punctuation / capitalization
<u>under a letter</u>	switch <u>Case</u>
sp	spelling
m	missing word(s)
<i>text highlighted</i>	good work!