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**Google Apps – 101**

Google Apps for Education offers simple, powerful communication and collaboration tools online.

Through a combination of in-class meetings and out-of-class assignments, participants will explore the basic skills for using Gmail & Google Apps for Education (GAfE) in the classroom.

This course will provide an overview of Gmail, Google Drive, Google Docs, Google Sheets and an introduction to Google Classroom.

Facilitator: Scott Fisher

Sessions: Mondays: October 5, 2015 – November 2, 2015

\*Oct. 12 home assignment week

Time: 4:00 – 7:00 p.m.

Location: Pierson Middle/High School West Computer Lab

To register, go to [www.peconicteachercenter.org](http://www.peconicteachercenter.org) and click on the registration tab. **Scroll down to the bottom of the page for the link to MyLearningPlan**. If you are new to MLP, create an account and password. If you don’t have access to MLP, please email Ellen Dupree, [edupree@southamptonschools.org](mailto:edupree@southamptonschools.org) with your name, school in which you teach, home address, personal email, and phone number by September 29, 2015. **Class size is limited.**

Submit your payment (check, cash or money order) of $125 for One (1) in-service credit or $40 for audit made payable to the **Peconic Teacher Center before the class begins.** Mail to

Peconic Teacher Center, 141 Narrow Lane, Southampton, NY 11968