

# 2020-21 School Year Google University Course Frameworks

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## 2020-21 Google University - G Suite 101: Build Your G Suite Tools Foundational Skills (Basic)

### Skills needed for success in this course:

- Understands basic computer/online navigation (how to get to the internet and get to a specific site)
- Has a Google Account (although may not use it)

Best for beginning 'techies', this course is focused on helping teachers know how to use Google Drive and Tools in their most basic forms, creating a strong foundational knowledge of G Suite for Education tools and uses.

Module:	Lessons:	Tools Used/Learned
Module 1: G Suite Basics	Lesson 1: G Suite Tour Lesson 2: Sharing and Collaborating	Google Drive Google Docs
Module 2: The Fab 5 G Suite Creation Tools	Lesson 1: Google Drive Lesson 2: Google Docs Lesson 3: Google Slides Lesson 4: Google Forms Lesson 5: Google Sheets	Google Drive Google Docs Google Slides Google Forms Google Sheets
Module 3: The Fab 5 Productivity Tools	Lesson 1: Google Mail Lesson 2: Google Calendar Lesson 3: Google Meet Lesson 4: Google Tasks Lesson 5: Google Keep	Google Mail Google Calendar Google Meet Google Tasks Google Keep

## 2020-21 Google University G Suite 205: Build Your G Suite Tools Understanding and Usage (Basic/Intermediate)

### Skills needed for success in this course:

- How to navigate Google Drive
- How to create a Google document in Drive
- How to share and collaborate on a document
- Suggested Google U Courses prerequisite: G Suite 101

Best for teachers who have dabbled in G Suite, this course will demonstrate the deeper functions of G Suite Tools and ways to use these tools to increase student engagement and creation while learning from home or in the physical classroom.

Modules	Topic	Tools Used/Learned
Module 1: More G Suite Tools for Teaching	Lesson 1: Google Drawings Lesson 2: Google My Maps Lesson 3: Google Jamboard Lesson 4: Google Sites Lesson 5: YouTube	Google Drive Google Drawings Google MyMaps Google Jamboard Google Sites YouTube
Module 2: More with the Fab 5 Creation Tools	Lesson 1: Beyond the Basics of Google Forms Lesson 2: Beyond the Basics of Google Slides Lesson 3: Intro to HyperDocs (Multimedia Text Sets) Lesson 4: Mystery Meets (formerly Mystery Hangouts)	Google Forms Google Sheets Google Slides and Docs Google Meet
Module 3: Extending the Use of Google Chrome and Google Tools	Lesson 1: Google Profiles vs. Accounts Lesson 2: Google Chrome Web Store Lesson 3: Google Chrome Extensions Lesson 4: Google Tool Add-Ons	Google Chrome Chrome Web Store Google Extensions Google Add-ons

## 2020-21 Google University G Suite 301: Build Your Google Classroom Foundation (Intermediate)

### Skills needed for success in this course:

- Consistent or previous use of G Suite with students and for organization of professional files
- Suggested Google U Courses prerequisite: G Suite 101 and/or 205

Best for teachers who have used G Suite with students and for those who know their way around G Suite and are ready to create a strong base of understanding how Google Classroom helps streamline teaching and learning for in-person and virtual students.

Week #/Date	Topic	Tools Used/Learned
Module 1: Intro to Google Classroom	Lesson 1: How to Create a Google Classroom Lesson 2: Navigating Google Classroom and Setup Lesson 3: Google Meet Link and Security	Google Classroom
Module 2: Creating and Assigning within Google Classroom	Lesson 1: The Importance of Topics Lesson 2: How to Create Assignments and More Lesson 3: How to Use Google Tools with Google Classroom	Google Classroom Google Drive
Module 3: Grading in Google Classroom	Lesson 1: Intro to Grading in Google Classroom Lesson 2: Giving Feedback in Google Classroom Lesson 3: Google Classroom Rubrics Lesson 4: Google Classroom Gradebook	Google Classroom Google Drive
Module 4: Intro to Remote/Flipping Teaching with Google Classroom	Lesson 1: Revisiting the Importance the Topics Lesson 2: A Simple Remote/Flipped Workflow	Google Classroom Google Drive

**2020-21 Google University G Suite 390 -  
Build Balance with Remote/Hybrid Teaching with G Suite, Google Classroom, and Beyond! (Advanced)**

**Skills needed for success in this course:**

- Consistent and/or basic knowledge of how to use G Suite Tools with Google Classroom
- Suggested Google U Courses prerequisites: Google 101 and/or 205, 301

Google 390: Best for teachers who want to use G Suite and Google Classroom to flip their classroom or are learning or want to "level up" their remote teaching skills to reach their virtual students during Covid-19 precautions.

Modules:	Lessons:	Tools Used/Learned
Module 1: Creating a Plan to Alleviate the Overwhelm of Teaching Remote/Hybrid	Lesson 1: Create a Vision of What You Want Your Remote/Hybrid Teaching Experience to Be Like Lesson 2: Make Your Plan of Action to Meet Your and Your Students Needs Lesson 3: Increase Your Discipline and Intention While Teaching Remotely/Hybrid Lesson 4: Trello Tutorial	Google Drive Google Calendar Trello (not a Google Tool)
Module 2: The Basic Steps of Starting/Restarting Your Remote/Hybrid Teaching Experience	Lesson 1: Adopting "Flexible Resilient Pedagogy" to Reach All Students Lesson 2: Synchronous vs. Asynchronous Teaching/Learning Lesson 3: How to Organize Your Google Classroom for Remote/Hybrid Teaching Lesson 4: A Simple Remote/Hybrid Lesson Workflow for Synchronous Lessons Lesson 5: Communicating with Families During Flipped/Remote Teaching Lesson 6: Taking Attendance of Virtual Students Lesson 7: Assessing Remote/Hybrid Lesson 8: Tools to Incorporate, Once a Simple Flow Has Been Established	Google Classroom Google Drive Google Docs Google Slides

## 2020-21 Google University G Suite 490: Build Your G Suite Authority by Becoming a Google Certified Educator (Advanced)

### Skills needed for success in this course:

- How to navigate Google Drive
- How to create, share, collaborate in/on a Google document in Drive
- Extensive and advanced use/knowledge of all Google Tools
- Suggested Google U Courses prerequisite: G Suite 101, 205, and 301

Best for teachers who have been using most of what G Suite has to offer, this course will demonstrate even more ways to use G Suite tools and will prepare you to take and pass the Level 1 and/or Level 2 Google Certified Educator Exams.

Modules:	Lessons:	Tools Used/Learned
Level 1 and 2 Google Certified Educator Training	<ol style="list-style-type: none"><li>1. Who can become a Google Certified Educator?</li><li>2. When can I become a Level 1 or 2 Certified Educator?</li><li>3. What does the process look like to get Google Certified?</li><li>4. How to Prepare to Become a Level GCE Using the NEW Google for Education Teacher Center</li><li>5. Where do I go to learn what I need to learn in order to pass the exam(s)?</li><li>6. Level 1 and Level 2 GCE Preparation Task Cards and Checklists</li><li>7. How to Register for Your Exam</li></ol>	G Suite for EDU Teacher Center All Google Tools