

**Going Google Lesson 6... Forms (60 minutes)** <http://sacsgoogle.weebly.com/>

Have you ever wanted a way to collect information electronically? With proper planning and Google forms you can save time and energy. With Google Forms, you can simply and quickly create a form or survey and then send it to students, parents, teachers or staff. You will be able to view the participants' answers in a spreadsheet. Best yet you can archive, manipulate, and even display the data you collect. Best of all anyone who you wish to be aware of your form can be alerted by an email or sent to the published link. There are countless ways to use forms in the classroom. Let's begin! **(60 minutes)**

**Learning Targets**

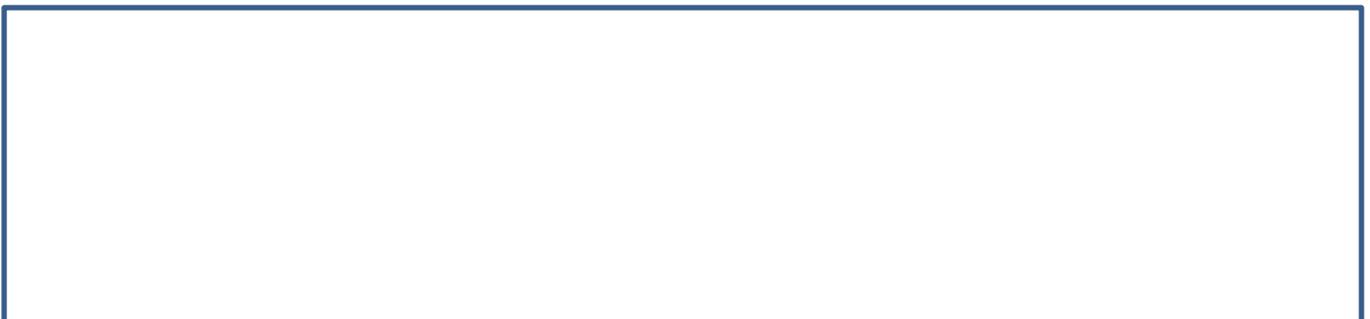
- Understand what Google Forms are
- Develop techniques to use Forms in the classroom
- Use Forms in a basic way

**Step One - (15 minutes) – Forms in the Classroom**

In this lesson we will review how to create, customize, and publish forms as well as walk through examples of how forms can be used at your school. Here are some live examples of forms you can preview and try:

- Collecting information such as email or regular mail
- A quiz or formative assessment
- Class information form
- Extra or co-curricular event information gathering
- Exit ticket
- Conference sign up
- Online rubric
- Assignment checklist and submissions
- Temperature check for learning
- Group set up information for PBL
- Applications for clubs, students, government
- There really is so much more. Please watch the below video and be ready to discuss other ways forms might be used in your classroom and the school.

Please watch the below video and be ready to discuss other ways forms might be used in your classroom and school. (<http://youtu.be/SM3NUALzcsg> )



### Step 2 - (15 minutes)- Creating a Google Sheet

Take a look at these two video so you get an idea of how to create a form. After the video get with at least two other people.... four at the most and practice and play with the forms. Go through all the steps including:

- Making a form
- Sharing the form and editing
- Posting the form to have several people answer
- Viewing responses in the form
- Try something you learned in the second video

Video 1 (<http://youtu.be/xEY10Ub-k-U>) | Video 2 (<http://youtu.be/8OyVinQ-gE8>)

### Step 3 Differentiation Time - (15 minutes) ...Learning More about Sheets

Watch one or all of the videos. Make sure you have some time to try some of the features that are explained. Be ready to share what you have learned.

Video 1 - Building an Online Rubric ([http://youtu.be/vTrD\\_0KQbDE](http://youtu.be/vTrD_0KQbDE))

Video 2 - Team Evaluation Form (<http://youtu.be/6solyaVklBw>)

Video 3 - Multiple Classroom Application for Forms (<http://youtu.be/b1OEJ4nn4zc>)

Video 4 - Forms... A Teacher Student Connection (<http://youtu.be/2Y0Gm02XGi>)

### Step 4 - (15 minutes) – Connection and Application Time

- Watch another Differentiation Video
- Work on a class idea
- Practice some more
- Be ready to share ideas

Presentation- (<http://goo.gl/vvRua8>)