

Technology PD Meeting Reminders

Complete as soon as possible:

- Technology PD Meeting Log
 - This form can be found by going to <http://kehoe-francepd.weebly.com> and clicking on the Forms tab at the top of the page.
 - Scroll down until you see the Technology Meeting Log and click on the image.
 - Fill out the form on Google Forms. Items with a red asterisk are required.
 - When you have completed the form, click submit.
 - Remember you need to complete this form after each meeting to receive your PD hours.
- Google Survey
 - The Google survey can be found by going to <http://kehoe-francepd.weebly.com> and clicking on the Google PD tab at the top of the page.
 - Scroll to the bottom of the page.
 - Click on the item that says Beginning of the Year Survey.
 - A survey will open up in a new tab.
 - Complete the survey and click submit.

Complete before the September meeting:

- Gmail Hyperdoc
 - You can access the Gmail Hyperdoc by going to <http://kehoe-francepd.weebly.com> and clicking on the Google PD tab at the top of the page.
 - Look for the Gmail icon and click on the Learn More button.
 - Click on the Gmail Hyperdoc link.
 - Be sure to carefully read the Lesson Goals to ensure you complete all of the tasks in order to receive your PD credit.
- Drive Hyperdoc
 - You can access the Drive Hyperdoc by going to <http://kehoe-francepd.weebly.com> and clicking on the Google PD tab at the top of the page.
 - Look for the Drive icon and click on the Learn More button.
 - Click on the Google Drive Hyperdoc link.
 - Be sure to carefully read the Lesson Goals to ensure you complete all of the tasks in order to receive your PD credit.
- Calendar Hyperdoc
 - You can access the Google Calendar Hyperdoc by going to <http://kehoe-francepd.weebly.com> and clicking on the Google PD tab at the top of the page.
 - Look for the Google Calendar icon and click on the Learn More button.

- Click on the Google Calendar Hyperdoc link.
- Be sure to carefully read the Lesson Goals to ensure you complete all of the tasks in order to receive your PD credit.

Additional Information:

- Remember you can schedule time with me if you need help with any of the Google lessons or anything related to implementing technology in the classroom. You can access the form that includes my availability by going to <http://kehoe-francepd.weebly.com> and clicking on the Forms tab at the top of the page. Click on the image that says Availability.
- Remember you can also find additional request forms on the Forms page.
- You will receive an **additional 85 minutes of PD** if you complete all of the activities for this month **before our next meeting!**

FAQs:

- Question: How do I move files from my old Google account to my new Google account?
Answer: Check out the link below for help with this.
<https://support.google.com/a/answer/1041297?hl=en>
- Question: How do I add gmail to my phone?
Answer: Check out the link below.
<https://support.google.com/mail/answer/8494?rd=1&co=GENIE.Platform%3DiOS&oco=1>