

December 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.

Complete before the February meeting:

- Google Sites Hyperdoc
 - You can access the Google Sites 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 Sites icon and click on the Learn More button.
 - Click on the Sites 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 71 minutes of PD** if you complete all of the activities for this month **before our February's meeting!**

Please Note: We will still be meeting in January and covering new material. I know Google Sites may take some of you a little longer to complete. That is why I have extended the due date to February.

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>

- Question: Where do I find Google Sites?

Answer: Make sure you are signed into your Google account. Then, go to

<http://sites.google.com>