IND 1268 Google Sheets Mastery

Course Number: IND 1268
Course Name: Google Sheets Mastery

Evidence of 15 hours per unit must be submitted. Correspondence will occur as needed up every week until course requirements are met. Online correspondence will vary due to technology needs and be determined on an individual basis.

Instructor's Name: Paul Gose
Contact Information: (209)380-5546, valleyteachersgroup@gmail.com

Course Description

This course provides educators of all grade levels and teaching experiences a self-guided experience exploring useful features and teaching tools in Google Sheets.

Primary Learning Outcomes

Participants will be able to:

- Use Google Sheets to promote, support, and model creative thinking and inventiveness.
- Demonstrate fluency in technology systems and engage all stakeholders using digital media to reinforce students' innovative achievements.
- Advance students' knowledge by incorporating digital tools in the classroom to expand their content learning.
- Design differentiated lessons that enable students to manage their own learning using digital resources.
- Use Google Sheets to communicate relevant information and ideas effectively to students, parents, and peers.

Course Requirements:

- The keeping of a time log documenting research, activity, and curriculum is required. Evidence of 15 clock hours per each unit of credit must be recorded to meet course requirements, scholastic/academic time log must be submitted at completion of the course

- When all assignments have been satisfactorily completed, evidence emailed/sent to valleyteachersgroup@gmail.com for instructor review. In email please format subject line as follows
    - last name, first name, course name/number

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Assignments

-Phone conversation or Zoom meeting with either Ken Rickard (209)648-4446 or Paul Gose (209)380-5546.
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Thank you for registering for this professional development course.

Completion of course includes:
Demonstration of Basics, Google Sheets Manipulation of Data, Google Sheets & Google Form integration.

Policy on Plagiarism
All people participating in the educational process at Fresno Pacific University are expected to pursue honesty and integrity in all aspects of their academic work.

Evaluation Criteria for Credit

Grading Criteria:
Grades are Credit/No Credit (CR or NC). Credit is equivalent to a B grade or above. Letter grades are not issued.
Participants are evaluated based on successful completion and submission of:

1. Time log narrative proving a minimum of 15 hours per unit of credit including the instructional sessions - 30%
2. Response to each of the assignments above- 40%
3. Proper documentation and citation in all work for this course - 10%
4. Participation in all agreed upon correspondence. - 20%

Completion of these items will result in a passing grade for the participant.

Policy Statement
These courses are post-baccalaureate, professional development units that are not part of a degree program, but are designed in collaboration with school districts and other educational organizations to meet specific staff development needs. Students should seek approval of appropriate district or college officials before enrolling in these courses to satisfy any degree, state credential, or local school district requirements.