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Michael Rajnik

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The Complete Guide to Using Google in Libraries Carol Smallwood,2015-02-26 Carol Smallwood s The Complete Guide to Using Google in Libraries Volume 1 Instruction Administration and Staff Productivity explores how Google s suite of tools from Google Docs now Google Drive Google Scholar Hangout Forms and others made freely available to the Internet Community can be used by libraries to expand the role of digital operations in the management of library materials to communicate with their patrons and collaborators to exploit the resources on the Web and many others The book has 29 chapters organized into sections that focus on ways that Google s suite of tools can be applied to address problems in a specific area of library concern The section headings are Library Instruction for Users Collaboration within and among libraries Library Administration Collection Management and Library Productivity In each topical area the chapters show how librarians are taking advantage of these tools to change the way that their library works All of this without the burden of an additional bill to pay Through these carefully selected case studies from real libraries you will be able to learn about the surprising and powerful potential that exists through Google tools to improve library operations

Reinventing Writing

Vicki Davis,2014-05-23 In this much anticipated book from acclaimed blogger Vicki Davis Cool Cat Teacher you ll learn the key shifts in writing instruction necessary to move students forward in today s world Vicki describes how the elements of traditional writing are being reinvented with cloud based tools Instead of paper note taking filing cabinets word processors and group reports we now have tools like ePaper eBooks social bookmarking cloud syncing infographics and more Vicki shows you how to select the right tool set it up quickly and prevent common mistakes She also helps you teach digital citizenship and offers exciting ways to build writing communities where students love to learn Special Features Essential questions at the start of each chapter to get you thinking about the big ideas A chapter on each of the nine essential cloud based tools ePaper and eBooks digital notebooks social bookmarking cloud syncing cloud writing apps blogging and microblogging wikis and website builders online graphic organizers and mind maps and cartoons and infographics A wide variety of practical ways to use each tool in the classroom Alignments to the Common Core State Standards in writing Level Up Learning a special section at the end of each chapter to help you review reflect on and apply what you ve learned Writing tips to help you make the best use of the tools and avoid common pitfalls A glossary of key terms discussed in the book Useful appendices including reproducible material for your classroom No matter what grade level you teach or how much tech experience you have you will benefit from Vicki s compelling and practical ideas As she emphasizes throughout this essential book teaching with cloud based tools has never been easier more convenient or more important than right now

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