

Workshop  
Schedule

# TechTools *Teaching and Learning With Technology*



All workshops are from 3:30-5:00  
Orland—Learning Center  
Willows—Learning Center



Microsoft Office— Publisher	Internet Safety	California Streaming for the Beginner
<p><b>Orland, January 19th</b> <b>Willows, January 20th</b></p> <p>Level: beginner/intermediate</p>	<p><b>Orland, February 24th</b> <b>Willows, February 25th</b></p> <p>Level: all</p>	<p><b>Orland, March 23rd</b> <b>Willows, March 25th</b></p> <p>Level: beginner</p>
<p><b>Description:</b> Create professional looking newsletters, fliers, invitations and more using Microsoft Office’s Publisher program. Learn about formatting, text boxes, inserting charts/graphs, and clip art gallery, text-wrapping, hyperlinks, converting to PDF, and more. Great for student projects, too!</p>	<p><b>Description:</b> The fair use of internet resources can be confusing. This session will cover the use of copyrighted materials and ethical use of documents found on the internet. We will also cover student safety on the internet including cyberbullying, smart surfing, texting, etc. Please note that while this is not a computer hands-on session, it will be interactive.</p>	<p><b>Description:</b> Schools and programs with a contract with the Library Media Center have access to <i>CaliforniaStreaming</i>, an online video product. Hook your students with educational videos, images, and articles that are linked to California state standards. Explore and use the vast amount of resources for the classroom and beyond.</p>
PowerPoint Basics	Kidspiration/Inspiration	<p><b>All workshops are FREE of charge.</b> <b>Call or e-mail Anna Lane to sign up for the workshops.</b> <b>865-1267 ext. 2104</b></p> <p><b>1.5 Professional Development hours are available for each workshop (check with your administrator beforehand). Hours can be earned towards CSU, Chico units.</b></p>
<p><b>Orland, April 20th</b> <b>Willows, April 21st</b></p> <p>Level: beginner/intermediate</p>	<p><b>Orland, May 18th</b> <b>Willows, May 19th</b></p> <p>Level: beginner/intermediate</p>	
<p><b>Description:</b> Learn to use PowerPoint in your classroom to make your delivery more interesting and interactive with your students. Add animation and transition to slides to keep students wanting more information! Create curriculum-based presentations using layout design, graphics, multimedia, and slide organization tools.</p>	<p><b>Description:</b> Inspire your students on how to learn successfully. These software programs integrate student-created graphic organizers and expand topics into writing. Encouraging learning in multiple modes, students attain a better understanding of concepts.</p>	

**REGISTRATION:**  
Call 865-1267 x 2104 OR  
e-mail [alane@glenncoe.org](mailto:alane@glenncoe.org)



Questions: Anna Lane  
[alane@glenncoe.org](mailto:alane@glenncoe.org)  
865-1267 ext. 2104