

Milestones Enrichment Tech Support for 2020



Here to Support YOU!

- **We have put together a Google Slides Presentation to help you & your student access the enrichment activities provided by Milestones.**
- **Please take a moment to scroll through this presentation -if you still require further assistance please reach out using the attached letter or see the last slide for contact people.**
- **We are excited about navigating this adventure with you and here to support you and all your tech needs!**

This Presentation Will Explain:

- **How to access Google Apps for Education**
- **Video/Phone Call Expectations**
- **How to Login using a Smartphone/ Tablet & Computer**
- **How to access Google Calendar**
- **Who you can contact with further questions/ support needed.**

Milestones uses Google Apps for Education

- A suite of productivity tools that allows students & teachers to collaborate in real time to create documents, presentations, surveys, spreadsheets, and even websites.
- All tools are reliable and secure.



G Suite For Education



Video/Phone Call Expectations



Milestones Core Values also apply when we are together digitally:

Safety	Responsibility	Respect
<ul style="list-style-type: none">● Find a quiet place to participate● Wear school appropriate clothing● When technology is not working tell parents or teachers	<ul style="list-style-type: none">● Participate in the given group topic● Take turns sharing your thoughts● The video is the only thing open on your screen	<ul style="list-style-type: none">● Use kind words on video and in the chat box● Bubble unexpected thoughts● Listen quietly while others are talking

Before Logging In on a Smartphone or Tablet

Before you try to access Classroom or a Hangout you will need to have the following APPS on your device. You can find these apps in the iTunes Store or Google Play Store!



Classroom

Slides

Docs

Sheets

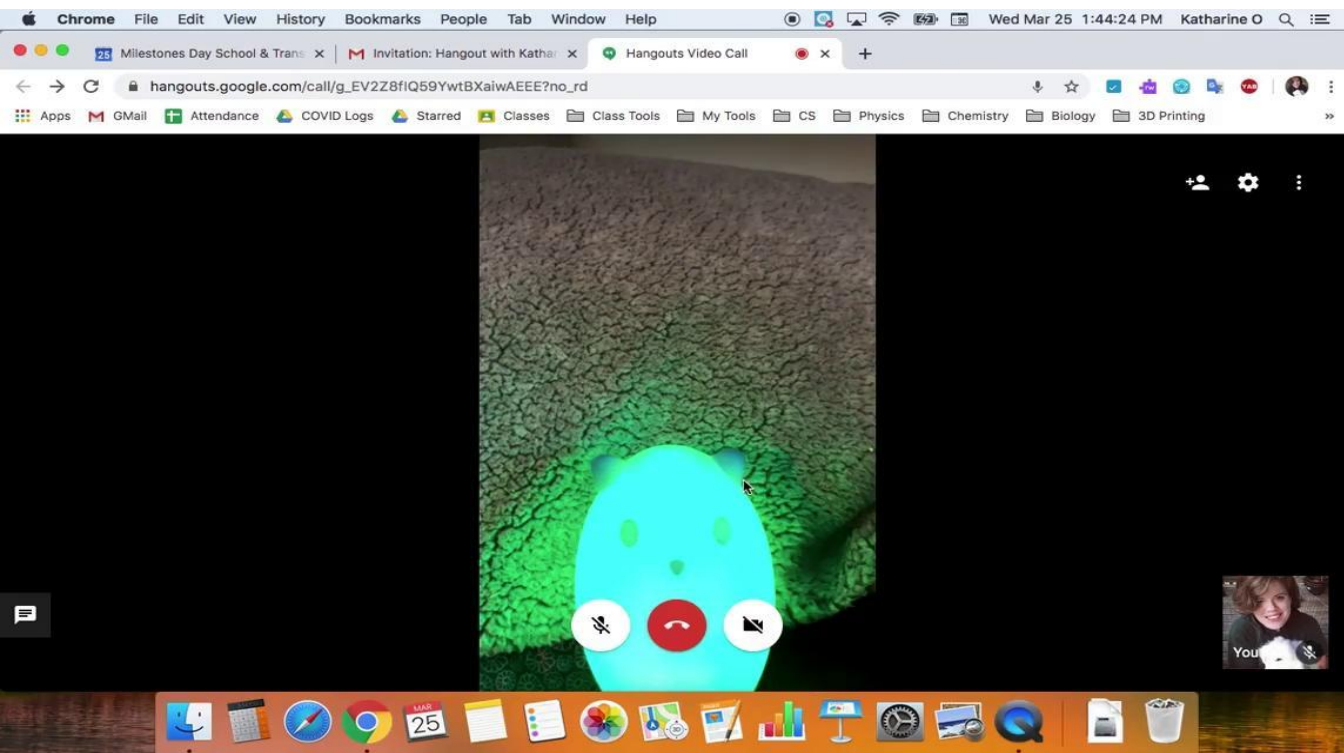
Hangouts

Logging On

- **Using your internet browser-- (all browsers work fine)**
 - **Students use Chrome at school**
- **You will need your student's email address & password -- or better yet, have them sit with you!**



Logging in with your Milestones Gmail Tutorial



Great for students that already feel comfortable with email!

Logging in with Google Calendar Tutorial

The screenshot shows a Google Chrome browser window displaying the Google Calendar interface. The address bar shows the URL `calendar.google.com/calendar/r?tab=rc1`. The page title is "Calendar" and the date is "Wed Mar 25 1:47:39 PM". The calendar view is set to "Week" and shows the dates from Wednesday, March 25 to Saturday, March 28. A pop-up window for a hangout event titled "Hangout with Katharine" is open, showing the date and time (Wednesday, March 25, 1:30 - 2:00pm), the organizer (Katharine O'Brien), and a list of guests. The calendar grid shows several events, including "Gr-10-MGAS ELA Session 8-30am", "All Staff 9-10am", "Video Check-In: Phy", "Video Check-In: Che", "Video Check-In: Intra", "Video Check-In: Biol", and "Homeroom from Ho". The bottom of the screen shows the Windows taskbar with various application icons.

Great for students that benefit from a visual schedule or who do not use email!

And Once You Are Logged On...

**Enjoy participating in the Enrichment and Social
Activities provided during this time!**

Be Safe-Be Responsible-Be Respectful!



Questions? Reach Out to Anyone on the List Below:

Who should I reach out to?	Jason Jenson Head of IT Department	Katharine O'Brien HS Science Tchr.	Marianne Walker Tech Integration Specialist/OT	Megan Singer M.S. History Tchr.	Heidi Warren Project Coordinator
What can I reach out to them for?	Technical support	Access Google Classroom	Access Google Classroom	Access Google Classroom	Access
When are they available?	School Hours M-F	School Hours Except Thursday 9-11 Friday 9-9:30	School Hours Except Monday, Wed & Thurs (9-9:30 & 11-11:30am)	School Hours Except Monday 8:30 -11:30 Friday 8:30 - 10:00	School Hours M-F
How can I reach them?					
E-Mail	jjensen@advancingmilestones.com	kobrien@advancingmilestones.com	mwalker@advancingmilestones.com	msinger@advancingmilestones.com	hwarren@advancingmilestones.com
Call/Text		617-721-9553	603-731-8752	508-572-0006	774-239-2748