TECHNOLOGY & MEDIA SERVICES

# NEW TEACHER TRAINING agenda

* Library Resources (Library Media Resources Handout)
	+ MeL
	+ REMC13
	+ Discovery Ed & United Streaming
* Network Login Information (2022-2023 Login Information & New Employee Technology Handout)
	+ Computer login
	+ Changing Your Password (CTRL + ALT + DELETE) on district desktop
	+ Building key card
* Office 365 / Google
	+ District Email (ww.elps.us > STAFF > Google Mail or Microsoft 365)
	+ Online Learning Expectations for Seesaw (DK-2) and Google Classroom (3-12)
		- (ELPS Guidelines for Google Classroom Handout)
		- (ELPS Guidelines for Seesaw Handout)
	+ Video Conferencing Software (Google Meet or Zoom – use Google SSO)
		- (ELPS Guidelines for Google Meet Handout)
* File Storage (OneDrive / M: File Storage Visual Handout)
	+ Net Storage (M: Drive)
	+ One Drive / Google Drive)
* Student Information Systems
	+ PowerTeacher Pro (PowerTeacher Pro Quick Reference Handout & FAQ Handout)
	+ Illuminate Ed
	+ aimsweb Plus
* Classroom Websites
	+ Foxbright ([www.elps.us](http://www.elps.us) > STAFF > Foxbright Teacher Login) (Foxbright Teacher Training Handout)
	+ Weebly ([www.education.weebly.com](http://www.education.weebly.com))
	+ ADA Compliance (ADA Compliance – Alt Text Handout
	+ YouTube Video Captions
* Classroom Technology
	+ Interactive Whiteboard (System Control & Interactivity Handout)
	+ Document Camera (HoverCam Handout)
	+ Phone/Voicemail (Essential Things to Know Handout, 7841 Quick Start Guide)
* Technology Support (SharePoint Help Request Handout)
	+ Technology Work Requests ([www.elps.us](http://www.elps.us) > STAFF > Technology Work Request)
* Other Resources
	+ Staff Links ([www.elps.us](http://www.elps.us) > STAFF)
	+ ELPS PD Weebly ([www.eastlansingPD.weebly.com](http://www.eastlansingPD.weebly.com))
	+ Technology PD (request by going to [www.elps.us](http://www.elps.us) > STAFF > Technology Work Request)