

SAVE THE DATE

**Union County Education Association
Professional Development Workshop**

***“Web 2.0 Tools for Educators”
“25 Person Limit on this Workshop”***

Tuesday December 6th, 2011

Time: 4:00 to 6:30 pm

Registration and Refreshments 4 to 4:30

***Workshop begins at 4:30. No one is allowed in
workshop after 4:30. No exceptions***

Workshop is at the Rahway Middle School

1138 Kline Place, Rahway NJ 07065

**Send Check to UCEA Office 77 Central Avenue Clark, NJ
07066**

Workshop description: Google Docs is an office site (word processor, spreadsheet, slideshow) that allows multiple people to collaborate on creating documents. This workshop will provide an overview of the Google Docs applications, discuss pros and cons of the service as compared to traditional offline office software such as Microsoft word, and demonstrate the collaborative functionality of the site. Real-life, concrete examples of teachers using Google Docs with students and colleagues will also be provided, as well as brainstorm by the group.

Registration: A \$10.00 deposit is required with your registration. Each workshop requires a separate \$10.00 check per person. Send your check made out to UCEA, along with Your Name, District, Home Phone & Work Phone number to the UCEA office (address above). Deposits will be returned at the end of your workshop or if you cancel within 3 business days prior to workshop.

In order to receive a certificate, you must arrive on time and remain till the end.