



# Binghamton City School District

Parent/Guardian Technology Trainings – September/October 2020



**Objective:** to provide BCSD parents and guardians with ongoing training opportunities, varied by day, time, and delivery to offer maximum opportunity for participation.

**Tech Tuesdays:** Ongoing, weekly, live (Tuesday 2pm-3pm) question and answer sessions for parents and guardians around technology-related issues.

- Google Forms will be provided ahead of time for questions; live questions will also be taken.
- Tech Tuesday Q and A's will be recorded and posted to our website (see link below).

**Dates:** 9/15, 9/22, 9/29, 10/6 (ongoing as demand remains steady)

**Submit Tech Tuesday Questions:** <http://bit.ly/BCSDTechTuesday>

**Tech Tuesday Link (2pm to 3pm):** <https://binghamtonschools-org.zoom.us/j/98813374302?pwd=T21XMzNQdURiSWN1WUtUK3R3VVNoQT09>

**Meeting ID 988 1337 4302**

**Passcode 408640**

**Live, In-Person Technology Workshops:** Planned during Wednesday/Friday (12pm) meal pick-up in September and October, as demand remains steady.

- Google Forms will be distributed for pre-registration, with a 15-20 participant limit in order to maintain social distancing. All district protocols will be in place (temp checks, masks, etc.).
- Topic Outline contained below.

**Dates:** 9/23 (Franklin), 9/25 (Roosevelt), 9/30 (Coolidge), 10/2 (Wilson and Jefferson), 10/7 (MacArthur), 10/9 (Mann,) – *Depending on Tech Tuesday feedback, this may be subject to change.*

**Pre-Registration Links:**

9/23 (Franklin): <https://forms.gle/2eny73asPyZ1N9U86>  
9/25 (Roosevelt): <https://forms.gle/PoNhDSkgPK8xW8BM8>  
9/30 (Coolidge): <https://forms.gle/G9D1j4GK1dpzjBvY9>  
10/2 (Jefferson): <https://forms.gle/jBCCh3wTJV1nxoKQA>  
10/2 (Wilson): <https://forms.gle/YLB1thzL7erVLXo37>  
10/7 (MacArthur): <https://forms.gle/Jrnf3QFRQaNam5Le6>  
10/9 (Mann): <https://forms.gle/wYeC6VpLomasiVWn8>

**Live, Synchronous Zoom Session:** Thursday, 9/17 at 6pm, via Zoom

- Additional offerings will be available to meet additional needs as the school year progresses.

**9/17 Zoom Link:** <https://binghamtonschools-org.zoom.us/j/97180392345?pwd=cWlXOENMZkRTOWhuYnc4L3ZudEhzQT09>

**Passcode: 895600**

**Note on Google Classroom Set Up:** Each building and teacher will have a Google Classroom site that will be the primary driver for remote and hybrid learning. **A Google Classroom invite will be coming from your classroom teacher.**

## **Parent/Guardian Tech Information Topic Outline:**

1. My Apps Portal
  - a. Explanation/Log-In information and demonstration
  - b. How to access on personal device and BCSD device
  - c. Grade-Levels and email overview
2. Chromebooks
  - a. Connecting to a network/switching between multiple accounts
  - b. Contact information for device troubleshooting/help desk
  - c. Clearing cache
3. Google Classroom
  - a. Basic navigation (tutorial already created)
  - b. Showing parents/guardians where to check for work
4. Remind App
  - a. Basic Navigation
  - b. Phone calling feature for BCSD staff; what that looks like on parent/guardian end
5. Parent and Student Portals
6. Email Protocols for contacting teachers, principals, etc.
7. BCSD Tech Website; tools, navigation
8. "Tech Tuesdays" live weekly Q and A, how to submit questions through Google Forms

