

# Google Apps and the Chuck Norris Effect



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MINISTRY TECH DAYS  
MAKING THE CONNECTION



Chuck Norris can tie  
his shoe while  
running



# GSuite-A Buffet of Applications



# free



# Google Account vs Gmail account

## Create your Google Account

count is all you need

nt gets you into everything Google.



ke it all with  
ices, and pick up

**Password strength:** Strong

Use at least 8 characters. Don't use a password from another site, or something too obvious like your pet's name. Why?



Name

First  Last

Choose your username

@gmail.com

I prefer to use my current email address

Create a password

.....

Confirm your password

Birthday

Month  Day  Year

Gender

I am...

Mobile phone



- Your own domain name for \$10-\$15 annually
- [email@yourorganization.com](mailto:email@yourorganization.com)
- Easy
- ISP independent



# Apps, Addons and Extensions

## Apps

**Web apps** are basically websites. They run within Chrome's browser and have their own user interface-Google Maps, Chrome Sign Builder, Google Earth

## Add Ons for EVERY application

Add ons run inside the application abnd they are built by software developers

Look for “Add Ons” in the Menu toolbar

## Extensions for Browsers

Small programs that add new features to your browser and personalize your browsing experience



[Chrome Web Store](#)

# Offline Access

- ▶ Gmail
- ▶ Drive
- ▶ Docs, Sheets, Slides



# Chuck Norris can go past the character limit





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# Optimize your Inbox

- ▶ Prioritize your inbox
- ▶ Undo Send
- ▶ Inbox.google.com
- ▶ Filters and Rules
- ▶ Canned Responses
- ▶ To Do List
- ▶ Forwarding options
- ▶ ParishSOFT email friendly



When you are fast  
asleep,  
Chuck is faster





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# Google Contacts & Google Groups

**Contacts**-create private email distribution lists

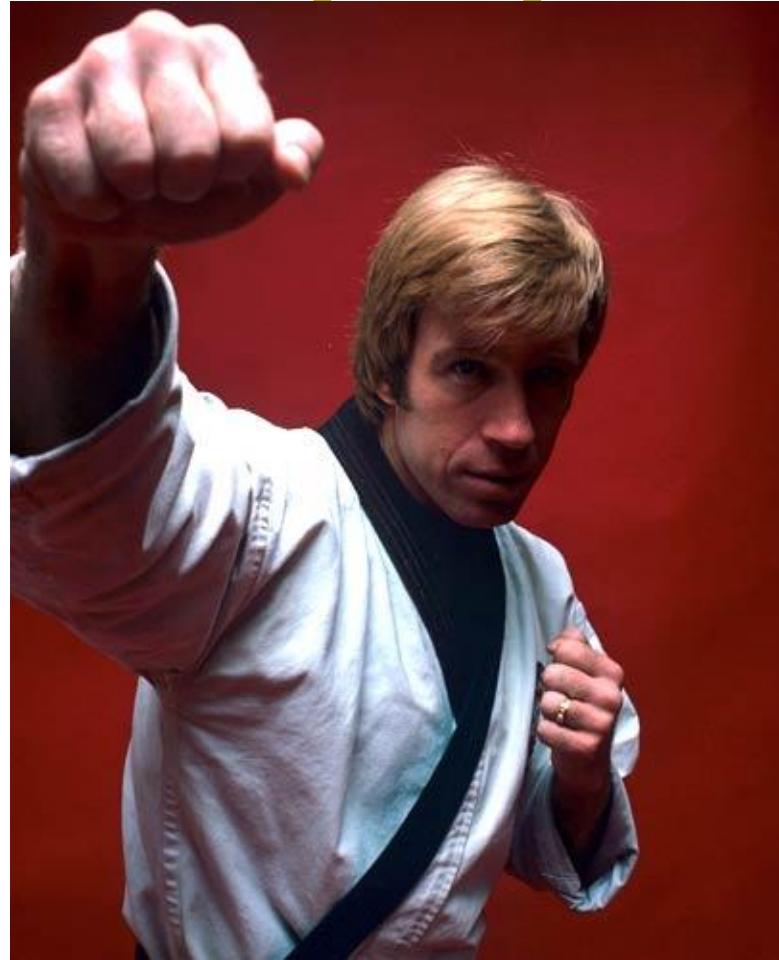
**Google Groups**-Different types of Groups that are shared with others

## Types of Google Groups:

- ▶ **Email list**: Members communicate with each other using a single email address.
- ▶ **Web forum**: Members use the Google Groups web forum to communicate with each other.
- ▶ **Q&A forum**: This is a type of web forum with that allows members to ask and answer each other's questions.
- ▶ **Collaborative inbox**: Members can assign topics to other members as tasks.



# Chuck Norris can grill a popsicle



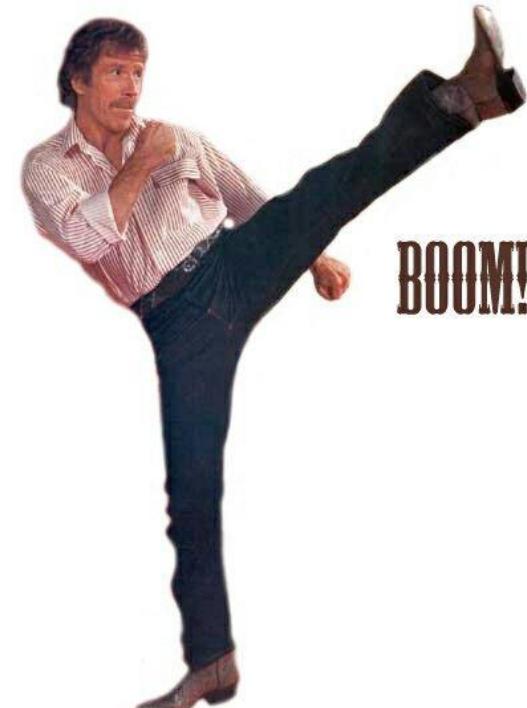


# Calendars and Tasks

- ▶ [Shared calendars](#)
- ▶ [Public Calendars for Websites](#)
- ▶ [Team/Group Calendars](#)
- ▶ [Task Lists](#)
- ▶ [Adding a shared calendar](#)
- ▶ [Calendar Add Ons/Labs](#)
- ▶ [Notifications](#)
- ▶ [Liturgical Calendar](#)



# Chuck Norris can count his chickens before they hatch



BOOM!





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# Google Forms

- ▶ Prayer Requests
- ▶ Parish Registration
- ▶ Allow Users to Update Information
- ▶ Marriage Prep and Wedding Liturgies
- ▶ Liturgy time off requests
- ▶ RE or Youth trip registration
- ▶ Bulletins
- ▶ RSVP

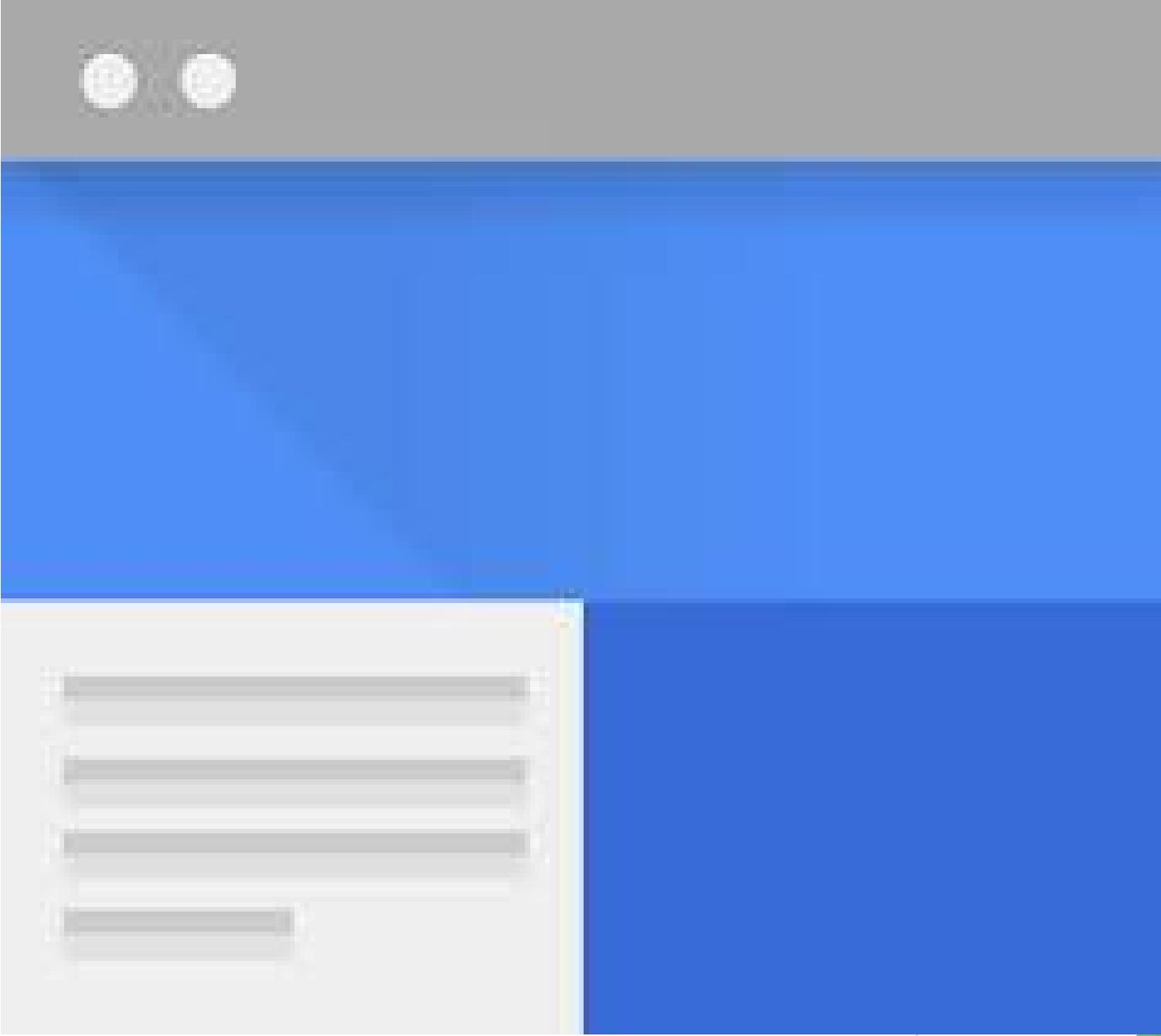


# Chuck Norris can slam a revolving door





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# Google Sites

- ▶ Free website hosting
- ▶ New Sites vs Classic Sites
- ▶ Template Gallery
- ▶ “How to” and training support from diocese
- ▶ Q4 2017-Sites Migration options



# Chuck Norris can find the 404 page





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# Photos and Videos

- ▶ Save space on your phone
- ▶ Backup and Sync Photos
- ▶ Unlimited Storage\*
- ▶ Original vs High quality
- ▶ Desktop uploader or click and drag
- ▶ Organize using Albums
- ▶ Share Photos, Videos and Albums



Chuck Norris' car  
doesn't run on gas,  
it runs on fear





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# Google Drive

- ▶ Any file type can be stored
- ▶ Great for large files
- ▶ Sharing files and folders
- ▶ Google Drive for Desktop application
- ▶ Great for Collaboration with co-workers
- ▶ Google Drive Apps



# Miss Daisy drives Chuck Norris





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# Youtube

- ▶ Create your own youtube channel
- ▶ Private & Shared videos
- ▶ Store and share large video files
- ▶ Youtube video editor
- ▶ Download Youtube/Flash videos
- ▶ Youtube Red



Chuck Norris can eat  
one pringle





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Chuck Norris doesn't  
listen to Heavy  
Metal, he eats it for  
breakfast





# Hangouts

- ▶ Messaging, Voice and Video calls over the internet
- ▶ Share your screen to show documents
- ▶ Transfer Files
- ▶ Google's version of Go to Meeting or Skype
- ▶ Excellent for online meetings or training sessions



# Chuck Norris let the dogs out





# Google Docs, Sheets & Slides

- ▶ No need for MS Office
- ▶ Compatible with Word
- ▶ Converts easily
- ▶ Formatting not perfect
- ▶ 12 Add ons that take Docs and Sheets to the next level
- ▶ Slides



# Other Google Products

- ▶ [Translate](#)
- ▶ [Maps](#)
- ▶ [Classroom](#)
- ▶ [Keep-notes, reminders](#)
- ▶ [Google Cloud Print](#)
- ▶ [Team Drives](#)
- ▶ Chrome Sign Builder
- ▶ [Google Expeditions](#)
- ▶ [Google Earth](#)



# Learn More

- ▶ [G Suite Training in app extension](#)
- ▶ [Google Youtube Channels](#)
- ▶ [G Suite Show on Youtube](#)
- ▶ [BetterCloud Monitory Academy](#)
- ▶ [G Suite Learning Center](#)
- ▶ [Transformation Gallery](#)

