


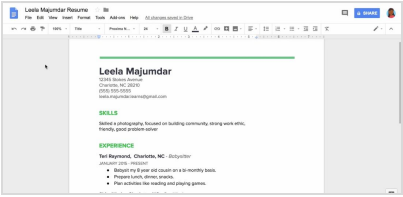
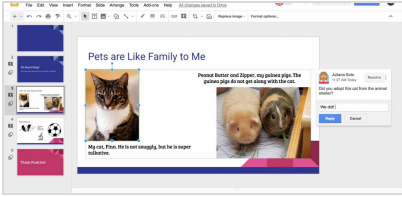
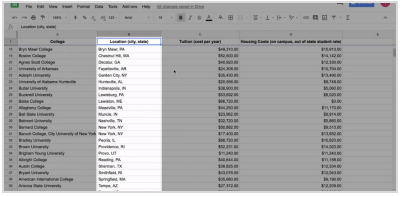


Starter Activities and Lessons

LESSONS TO GET STARTED WITH APPLIED DIGITAL SKILLS

Help your students become more collaborative, more creative, and more productive with quick activities that build valuable skills using Sheets, Docs, and Slides. Each lesson can be completed in under an hour, making them a great place to start for students using Applied Digital Skills for the first time.

<p style="text-align: center;">Google Docs</p>  <p style="text-align: center;">↓</p>	<p style="text-align: center;">Google Slides</p>  <p style="text-align: center;">↓</p>	<p style="text-align: center;">Google Sheets</p>  <p style="text-align: center;">↓</p>
<p style="text-align: center;">Create a Resume in Google Docs</p> <p style="text-align: center;">In this video lesson, students learn to format, write, and design a professional resume.</p> 	<p style="text-align: center;">Create a Presentation All About a Topic</p> <p style="text-align: center;">Students create a presentation using text, images, and simple animation.</p> 	<p style="text-align: center;">Research and Organize Your College Search</p> <p style="text-align: center;">Students use a spreadsheet to compare the pros and cons of different colleges.</p> 
<p style="text-align: center;">TIME TO COMPLETE: 45-90 minutes</p>	<p style="text-align: center;">TIME TO COMPLETE: 45-90 minutes</p>	<p style="text-align: center;">TIME TO COMPLETE: 45-90 minutes</p>
<p style="text-align: center;">BEST FOR: Middle School and High School</p>	<p style="text-align: center;">BEST FOR: Middle School and High School</p>	<p style="text-align: center;">BEST FOR: Middle School and High School</p>
<p style="text-align: center;">SKILLS COVERED: Digital collaboration Document formatting Effective communication Resume writing Google Docs</p>	<p style="text-align: center;">SKILLS COVERED: Google Slides Presentation formatting Sharing research Slide design</p>	<p style="text-align: center;">SKILLS COVERED: Google Sheets Data analysis Researching a topic Spreadsheet organization</p>
<p style="text-align: center;">Lesson Plans, Rubric, Sample Student Project</p>	<p style="text-align: center;">Lesson Plans, Rubric, Sample Student Project</p>	<p style="text-align: center;">Lesson Plans, Rubric, Sample Student Project</p>