



# Google Keep for the Classroom

Google Keep is like a bulletin board you can take with you wherever you go. Here we've gathered some "outside the box" ideas to weave this amazing app into your classroom routines that can save you (and your students) precious time and energy. Who couldn't use more of that?!

To Do List

Meet with 1st grade team
Gather library books
Call parent volunteers

Tomorrow, 8:00 AM

### **MAXIMIZE YOUR TIME WITH A DAILY TO DO LIST**

Create a checklist of the items you must accomplish and pin it to the top of your Keep page. Set a time reminder so you stay focused on your prep or location reminder so that you're alerted to your list the minute you arrive at school in the morning.

Style

Stay in simple past tense.
http://bcs.bedfordstmartins.com/every
day\_writer/20errors/10.html

Be consistent in your point of view.
First, second, or third person?

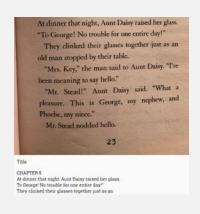
Stay in present tense when talking about literature and movies.
http://bcs.bedfordstmartins.com/every

## **DRAG AND DROP COMMENTS**

Cut down on grading time by using Keep's drag and drop feature. Create a note with multiple comments you commonly use. The note's title could be the assignment name or type of feedback you're giving, such as grammar or style. As you're grading a student's doc or presentation, open the Keep sidebar (under the Tools menu) and drag the appropriate feedback into the comment box.



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### **PULL TEXT FROM A BOOK OR POSTER**

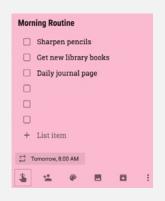
Use the "grab image text" feature to convert the words in an article, handout or even a wall poster.

- Drop the text into a Google doc to use for running records.
- Distribute converted text to students as part of a lesson activity. Students can then rearrange, rewrite or annotate.
- Borrow a great lesson plan, poster or handout. Snap a picture, grab the text and drop into a Google doc or slide for easy editing.



#### **DIFFERENTIATE ASSIGNMENTS FOR INDIVIDUALS**

Differentiating work for individuals or small groups of students just got a whole lot easier. Create different notes with assignment directions, response questions, handwritten problems or photo prompts. Sharing the notes with designated students makes distribution and grading a snap!



# **PRACTICE DAILY HABITS**

- Students create a daily "to do" list or morning routine to check off. Keep this list pinned to the top of the page for a visual reminder or set a time alert.
- Keep can act as a daily planner. Students record a list of the evening's homework assignments and set a time reminder.



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### **BUILD A READING RECORD**

Students can record daily reading on their Keep page using a designated note color. Track chapters read, take notes and jot down vocabulary words. This process will also work great for literature circles and guided reading groups.



### **MANAGE A RESEARCH PROJECT**

Keep is a great place to bookmark websites and videos to review later. Take notes directly from a site, then drag and drop right into a Google doc for organizing and editing. The speech to text function works great as a modification for students with special needs.



### **VOCABULARY PRACTICE**

Make repetitive vocabulary practice fun! Create a note with the list of words and set a daily reminder. Students will get an alert on their device each day reminding them to practice.