

Digitability™



June Week 1 Using Google Calendar

Instructions:

- 1) Tell students they are going to learn about using Google Calendar. Tell students, ***“Google Calendar is a tool you can use to remember events, important dates, and appointments.”***
- 2) Distribute work sheets to students.
- 3) ***Tell students, “Read the passage at the top of your paper. Answer the questions about using Google Calendar based on the details provided in the passage.”***

Differentiated Instruction:

- Tier 1: Students will answer open ended questions about using Google Calendar.
- Tier 2: Students will select the correct answer about using Google Calendar.
- Tier 3: Students will select Yes or No to answer questions about using Google Calendar.
- Optional- Read the passage aloud with your students or have your students take turns reading the passage aloud.

Incorporate Bankability:

- Students may receive Bankability dollars for correct answers.
- Students may receive Bankability dollars for following directions and participating.



T1

Google Calendar

Directions: Read or listen to the passage about Google Calendar; use the information in the passage to answer the questions.

Google Calendar is a tool that helps you keep track of important dates and events. You can find your Google Calendar by going to the Google website and clicking on the "Apps" button, then selecting "Calendar." You can use Google Calendar to remember things like birthdays, homework due dates, and appointments. If you want to share your Google Calendar with someone else, you can click the three dots by the name of your calendar, click on "settings and sharing", and add the person you want to share your calendar with. This lets you send a link to your calendar to friends or family. You might need to share your Google Calendar with your parents or teachers, so they can help you remember important events.

1. **What is the Google Calendar?**

2. **Where can you go to access your Google Calendar?**

3. **How are you able to share your Google Calendar?**

4. **Who might you need to share your Google Calendar with?**



T2

Google Calendar

Directions: Read or listen to the passage about Google Calendar; use the information in the passage to answer the questions.

Google Calendar is a tool that helps you keep track of important dates and events. You can find your Google Calendar by going to the Google website and clicking on the "Apps" button, then selecting "Calendar." You can use Google Calendar to remember things like birthdays, homework due dates, and appointments. If you want to share your Google Calendar with someone else, you can click the three dots by the name of your calendar, click on "settings and sharing", and add the person you want to share your calendar with. This lets you send a link to your calendar to friends or family. You might need to share your Google Calendar with your parents or teachers, so they can help you remember important events.

1. What is the Google Calendar?

- a. A way to send email
- b. A tool to keep track of dates and events

2. Where can you go to access your Google Calendar?

- a. The "apps" button on Google's website
- b. By going to calendar.net

3. How are you able to share your Google Calendar?

- a. By telling someone about it
- b. By sending a link

4. Who might you need to share your Google Calendar with?

- a. Teachers and Parents
- b. Anyone who asks



T3

Google Calendar

Directions: Read or listen to the passage about Google Calendar; use the information in the passage to answer the questions.

Google Calendar is a tool that helps you keep track of important dates and events. You can find your Google Calendar by going to the Google website and clicking on the "Apps" button, then selecting "Calendar." You can use Google Calendar to remember things like birthdays, homework due dates, and appointments. If you want to share your Google Calendar with someone else, you can click the three dots by the name of your calendar, click on "settings and sharing", and add the person you want to share your calendar with. This lets you send a link to your calendar to friends or family. You might need to share your Google Calendar with your parents or teachers, so they can help you remember important events.

1. Can Google Calendar help you keep up with appointments and events?

Yes



No

2. Do you find your Google Calendar by going to Calendar.net?

Yes



No

3. Are you able to share your Google Calendar by clicking on the "settings and sharing" button?

Yes



No

4. Are you able to share your Google Calendar with teachers or parents?

Yes



No

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Supplemental Materials

[illegible]



BANKABILITY & THE SOCIAL ECONOMY LEVEL 1: WORKPLACE CULTURE

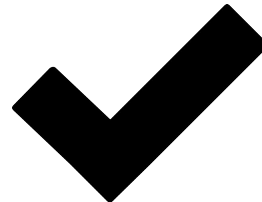
1.GOALS MY INCOME GOALS: WARM UP ACTIVITY

Directions: Keep this page safe! After each lesson, mark down the date and the dollars you earned.

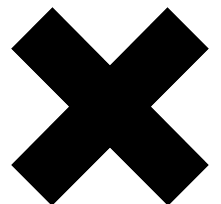


[Access the interactive Google Template Version.](#)

DATE	GOAL Income	DOLLARS EARNED:



YES



No

