Dive Into Data Forms & Sheets

bit.ly/V-CUE-SHEETS-FORMS
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Task: Forms & Sheets

**SHEETS**
- Sort Data
- Checkboxes
- Make a Chart
- Share and Publish
- Formulas
  - SUM
  - AVERAGE
- Formatting
- Freeze & Merge

**FORMS**
- Make a new Form
- Add Questions
- Insert Images
- Sections
- Share Form
- Responses
- Create Spreadsheet
- Quiz
Make Your Copy - Sheets

CLICK ON THE SLIDE!
SCENARIO # 1
You have collected test data from a formative assessment. You need to analyze and share it with other teachers.
1) Make a copy of the “Test Results” Google Sheet
2) Use a formula to calculate the AVERAGE score for each student.
3) Use a Filter Function to sort students in ascending order (lowest to highest) based on the average score.
4) Create two different charts and place it in the sheet.
5) Share this sheet with a colleague.

SCENARIO # 2
You would like to create a quick way to collect thoughts from your students on a YouTube video.
1) Create a new Google Form - Title it “Video Feedback”
2) Search YouTube for a relevant video.
3) Insert the video into the Google Form
4) Add a paragraph answer to allow students to describe one important part of the video.
5) Share the Form through email/Classroom/Website
SCENARIO # 3
Your colleagues want you present a chart from the results of your test.
1) Choose one of the charts you made from the previous test results.
2) Send it to its own Sheet.
3) Name the Sheet “Result Chart”
4) Publish just that Sheet and email a link to a colleague.

SCENARIO # 4
You are trying to reduce lost quizzes and want to make a Google Form to collect responses in a spreadsheet
1) Create a new Google Form - Title it “Quiz for Students”
2) Make 3 different questions
3) Only allow the students to take the quiz once, not edit after submit and don’t see their responses.
4) Send the Form to your class
5) Set up a Quiz (Responses) spreadsheet to collect answers.
CREDITS

Special thanks to the people who made and released the
✘ Presentation template by SlidesCarnival