

11. Use of Google Apps (Tools) for Effective Teaching & Learning in 21st Century

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Abstract

This 21st century is called the era of technology, which witnesses revolutionary developments in every aspect of life. The Future of higher education in India is likely to be driven by to the willingness to adapt and grow with the use of technologies in teaching learning and research. Google apps for education (GAFE) is an effective cloud-computing solution that works for students regardless of their location, time, or the type of device being used. GAFE is used by thousands of schools and universities worldwide to make effective use of collaboration tools for students and faculties.

In 21st century we use various tools for online teaching learning in particular, Google tools enable users to work together virtually on documents, presentations, and projects in the cloud. GAFE is used to develop course websites, as a complement to traditional classroom instruction, with the aim of delivering coursework to students. The aim of this paper is to focus on Use of Google tools for effective Teaching Learning in 21st century.

Keywords: Google, tools, Google Classroom, Docs, Forms, Sheets, Meets, You Tube, Teaching, Learning

Introduction

The success of higher education is driven by the ability to adapt, change, and grow with technology use. College and Universities undergo significant changes to acclimate to and utilize current innovations. This non-experimental study was conducted to determine if using GAFE for pedagogically related objectives could impact students' performance. Google suites of apps,

enhanced teaching, research, and learning on campus. GAFE is a powerful cloud-computing solution that works no matter where students are or what devices are used (Google, 2013).

The platform is used by thousands of schools and universities worldwide to make effective use of available collaboration tools for students and faculties with the primary objective of enhancing teaching and learning. GAFE is used to develop course websites, as a complement to traditional class instruction, to effectively deliver course work to students. The GAFE suite comprises Gmail, Google Drive, Google Classroom, Google Docs etc. We will discuss GAFE for effective teaching learning.

1. Google Classroom

Google Classroom is the ultimate online free application designed to assist students and teachers connect, work together, organize and create assignments, create classes, make announcement and organize digital files for classroom. It enables learning to be paperless.

Another benefit of Google classroom is that it, along with every other app on this list is completely free. Google classroom is allowing us to communicate with our students via email, without even leaving the app. As a Digital Tool, Google Classroom is accessible only to users with Google Apps for Education (GAFE). This is a free collaborative set of tools, these tools include web tools like Google Docs, Google Drive, Gmail, and more. All users with GAFE account, have access to these web tools. Google Classroom can be used at any grade (basic, post basic and tertiary) levels, but this depends on the teachers' and students' competence (Bell, 2015). Therefore, Google Classroom can be defined as a Digital Tool that enable students to attend classes online. Teachers work together with their students without meeting face to face. Digital Tools stresses on learners continuing learning activities through digital tools, which include desktop computers, notebook computers, tablet computers, and smart phones (Keane, 2012). These tools allow learning to take place without teachers and students meeting face to face. Google has immensely influenced our day-to-day life, starting from search engines to non-public assistant to Google maps to Google drive. However, Google hasn't stopped at personal life needs and work needs, it also made progress within the world of education. Google provides free tools that are amazingly useful for learning. Here are Google tools for school students:

2. Google Docs

Google Docs is an alternate to Microsoft Word, is completely free and cloud-based. By using Google Docs, you'll make notes, edits, and suggestions all from your PC and it helps to

travel paperless. Docs is often confused with Google Drive, but the two are different. While Google Drive is online storage for your digital files, Google Docs is a word processing tool that you can use to create word documents. It is strikingly similar to Microsoft Word with two exceptions: Google Docs is free and it's cloud-based. When it comes to the classroom, you can use Google Docs to go paperless. Gone are the days of "the dog ate my homework". Ask students to turn in term papers, essays, book reports, etc. over Google Docs. This way, you can make notes, edits, and suggestions all from your computer, no need to lug around a stack of papers. Yay for going green. You can also use Google Docs in a collaborative assignment where a group of students work on a writing project together. Google Docs comes with a built-in chat module for real time teamwork.

3. Google Forms

User can make self-correcting and self-grading puzzles in Google Forms. They will include pictures, questions, title, description, videos and is simple to form. This is often a really useful scheme for kids in creating self-assessments. Use Google Forms to create pop quizzes and other assessments. The beauty of Google Forms is that these tests are self-grading. Life just keeps getting better. To set up a self-grading assessment, you'll start by creating a new Form in Google Drive. (Navigate to New -> More -> Google Forms) Then, you'll populate your test and create an answer key. To make it fully functional, you'll need to install Flubaroo as an add-on. (Navigate to Add-ons -> Get add-ons...) With Flubaroo, you can assign tests to specific student, record responses, and then send email results to both student and parent. Plus, Flubaroo is a free add-on for Google Form.

4. Google Sheets

Google Sheets could also be a spreadsheet program which can be a free substitute for Microsoft Excel. It's a cloud-based spreadsheet program and a mobile application during which real-time data sync is feasible.

5. Google Meet

Google Meet formerly known as Hangout meet is a video communication service. It is one of two apps that constitute the replacement for Google Hangouts, the other being Google Chat. formally launched Meet in March 2017. It is designed for live broadcasting call to viewers over the online. A Google Hangout on Air may be a great alternative to expensive webinar solutions where you and up to 9 friends can Hangout and discuss whatever topic you would like

and broadcast that conversation. Your Google Hangout on Air is automatically broadcast live to your YouTube channel for the planet to observe. Meet is a tool that allows you to host live broadcasts with just a webcam, a computer, and an Internet connection.

There are a lot of great uses for meet in the classroom. A favourite option is to host guest speakers for your classroom with this tool. If you want to interview or interact with a special guest, but you can't coordinate a visit, use Google Meet to do so. With this tool, your entire class can interact with the person on the other side of the screen by taking turns to ask questions. Another option for Meet is to teach a class remotely, which makes sense if you're collaborating with another teacher. While Meet is a live broadcast, you also have the option to save the file as a private (or public, if you prefer) YouTube video. This way, you can keep the record for future use.

6. You Tube

We can use YouTube videos to introduce a topic, explain an online activity, motivate our learners, or simply extend the information conveyed by our eLearning course. It can be used to create an eLearning community. As we have probably seen for ourself, everyone has a voice in YouTube.

Conclusion

The results of this study show that technology-based teaching and learning is more effective in compare to traditional classroom. The study provided an understanding of GAFE adoption on campus or online in pandemic (Covid-19) situation and the potential impact on student performance. In other words, the objective for the research study was to explore the applicability of Google Apps in the classroom. The study has practical implications for researchers and educators.

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