

BIS Help Guides

Signup for the 'Learning With Technology' PD day

Goal of the PD Day: To share current, practical uses of technology for education. --> “Every attendee should leave every session with something they can use, straight away”

Written By: BIS Edtech Team

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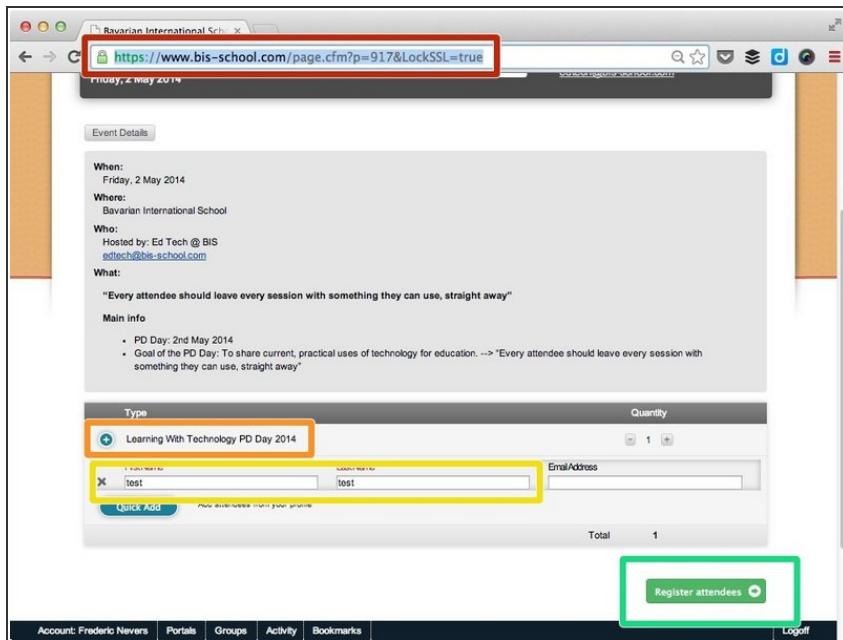
INTRODUCTION

The day will be organised into three main blocks plus speed-geeking and slam sessions. At the end of the day, each of you will have had the opportunity to attend seven outstanding, interactive sessions of your choice. Below is an outline of the day:

- 8:00-8:30 Meet and greet (coffee and croissant) - Optional
- 8:30-9:15 Opening Keynote & Logistics of the day
- 9:20-10:00 BLOCK A
- 10:00-10:15 Break
- 10:15-10:55 BLOCK B
- 11:00-12:00 Speed Geeking Sessions
- 12:00-12:45 Lunch
- 12:45-13:25 BLOCK C
- 13:30-14:10 Super Slam Session
- 14:10-14:25 Closing Ceremony

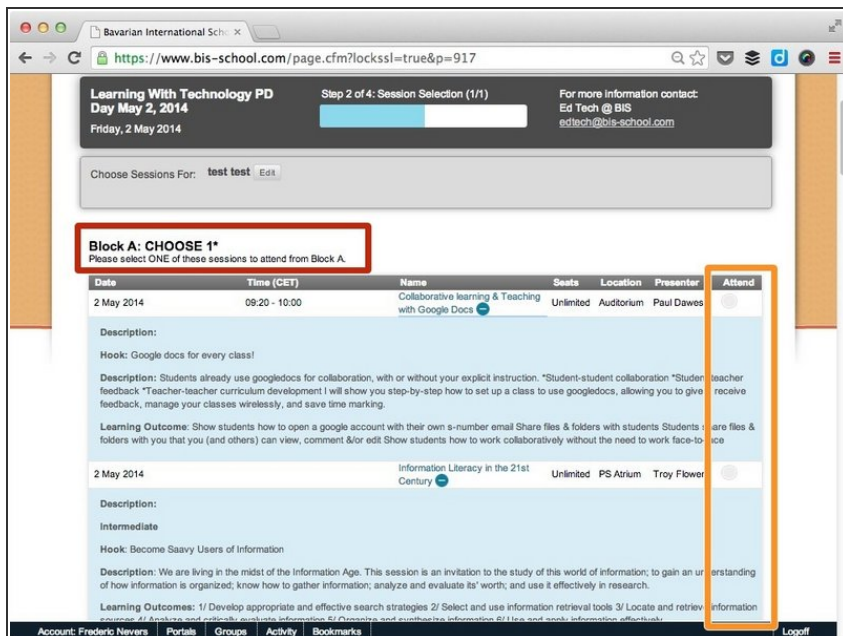
With over 25 sessions on offer, we are confident that everyone will find something to meet their needs. Some of the sessions have limited capacity, therefore sign-up will be on a first come, first served basis.

Step 1 — Login to Finalsite



- Visit <https://www.bis-school.com/page.cfm?p=91...> and login with your credentials
- Scroll down the page and click on the + sign next to 'Learning With Technology PD Day 2014'
- Enter your first name and last name in the spaces provided
- Click on 'Register attendees'

Step 2 — Choose the sessions you would like to attend



- Make a note of the 'Block' you are selecting a session for. Each 'Block' has 5 sessions to choose from. Some have limited seats, some don't.
- ⚠ You can only select one session per 'Block'.
- You can select a session by clicking on the circle for that session in the 'Attend' column
- ① Scroll down and repeat the process for 'Block B' and 'Block C'

Step 3 — Select your 4 speed geeking sessions

Speed Geeking: CHOOSE 4
Please select 4 sessions from the list below that you would like to attend. Each speed-geeking session is 10 minutes long.

Date	Time (CET)	Name	Seats	Location	Presenter	Attend
2 May 2014		Intro to Promethean Boards: It's more than a screen!	Unlimited		Kara Zimmermann	<input checked="" type="checkbox"/>
2 May 2014		Collaborating with Google Drive	Unlimited		Phil Sant	<input checked="" type="checkbox"/>
2 May 2014		Using Research Tools at BIS	Unlimited		Janusz Rzonca	<input checked="" type="checkbox"/>
2 May 2014		Tips for using Google Docs with Students	Unlimited		Alicia Fenney	<input checked="" type="checkbox"/>
2 May 2014		Kahoot! Game based formative assessment	Unlimited		Christa Bender	<input checked="" type="checkbox"/>
2 May 2014		Twitter for Education and Professional Development	Unlimited		Frederic Nevers	<input checked="" type="checkbox"/>
2 May 2014		Shortcuts to Increase Your Productivity	Unlimited		Kevin Skidmore	<input checked="" type="checkbox"/>
2 May 2014		Tag, Save, Share and Organise your amazing web finds	Unlimited		Kimberly House	<input checked="" type="checkbox"/>
2 May 2014		Dropbox	Unlimited		Troy Flowers	<input type="checkbox"/>
2 May 2014		How Evernote makes it easier	Unlimited		Vereena Zimmer	<input type="checkbox"/>

Description:
Digo is a phenomenal tool to help organise the information we find on the web. It's an invaluable tool for research which can be used by teachers and students alike. Digo lets you tag and share your lists. It helps you organise and find the websites you want to keep and view again. Digo has tools for highlighting and annotating websites and saves those notes for future use.
It's great. Come learn how to use it!

[Change Attendees](#) [Submit and Continue](#)

- Scroll down to the 'Speed Geeking' section of the page
- You can read the session descriptions by clicking on the 'Down arrow' icon
- Select 4 sessions only.
- ⚠ If you select more than 4 sessions by mistake, we'll have to randomly allocate you to 4 sessions only
- Click on 'Save and continue' when done

Step 4 — Confirm your details

Learning With Technology PD
Day May 2, 2014
Friday, 2 May 2014

Step 3 of 4: Collect Information

For more information contact:
Ed Tech @ BIS
edtech@bis-school.com

Attendee: test test

First Name

Last Name

Email Field

School Section
☒ Secondary
 ☐ Primary
 ☐ Leadership
 ☐ Both schools
 ☐ Other

[Submit](#)

- ⚠ We know, it's annoying that you need to enter your details twice, but there's no way around it. It should only take a few seconds :)
- Make sure you also enter your email address
- Select which section of the school you work for
- When done, click 'Submit'

Step 5 — Review your signup details

test test

Learning With Technology PD Day 2014

Block A: CHOOSE 1: Information Literacy in the 21st Century

Block B: CHOOSE 1: Producing With Your Mac

Block C: CHOOSE 1: Increase your productivity using advanced Mac tips & tricks

Speed Geeking: CHOOSE 4: Tips for using Google Docs with Students

Speed Geeking: CHOOSE 4: Twitter for Education and Professional Development

Speed Geeking: CHOOSE 4: Dillgo: Tag, Save, Share and Organise your amazing web finds

Speed Geeking: CHOOSE 4: Collaborating with Google Drive

Admin Notes

Notes:

Registrant Information

First Name*: Frederic

Last Name*: Nevers

Email Address*: f.nevers@bis-school.com

Phone Number:

[Edit Registration](#)

[Complete Registration](#)

- Here you should have 7 different sessions booked (Block A, B, C and 4 speed geeking sessions)
- Click 'Complete Registration' when done
- You can edit your registration by clicking on the 'Edit Registration' button circled in purple
- You do not need to enter anything in the 'Admin notes' section

Step 6 — All done

BIS BAVARIAN INTERNATIONAL SCHOOL e.V.

OUR SCHOOL ADMISSIONS CURRICULUM CO-CURRICULAR COMMUNITY ALUMNI

Home > Faculty & Staff > Learning With Technology

Tools: [print] [email] [share]

Learning With Technology PD
Day May 2, 2014
Friday, 2 May 2014

For more information contact:
Ed Tech @ BIS
edtech@bis-school.com

Submission complete. Thank you for your registration.

Registration Submission Received for Event: Learning With Technology PD Day May 2, 2014 — Inbox

Registrant: Frederic Nevers

Attendees & Sessions

test test Learning With Technology PD Day 2014

Attendee Form Submission

First Name: Test

Last Name: Test

Email Field: f.nevers@bis-school.com

School Section: Both schools

Block A: CHOOSE 1
Please select ONE of these sessions to attend from Block A.

Information Literacy in the 21st Century PS Atrium 2 May 2014 00:00 - 12:00

Block B: CHOOSE 1
Please select one session from Block B to attend.

Producing With Your Mac PS Atrium 2 May 2014 00:00 - 12:00

Block C: CHOOSE 1
Please select ONE session from Block C to attend.

Increase your productivity using advanced Mac tips & tricks Auditorium 2 May 2014 00:00 - 12:00

Speed Geeking: CHOOSE 4
Please select 4 sessions from the list below that you would like to attend. Each speed-geeking session is 10 minutes long.

Tips for using Google Docs with Students

- You should be redirected to a page displaying the following message: "Submission complete. Thank you for your registration."
- You will also receive a confirmation email with all of your registration details.