

# SEA Training Webinars for Parents/Guardians: February 1 - 26, 2021

These live webinars are designed to provide support for parents/guardians whose children are accessing SEA technology.

While these tools are essential for some students, they can benefit all learners and can be accessed by any student in WRDSB.

Pre-registration is not required. Simply click on the [VocaLinks SEA Training for Parents link](#) at the time of the session to join.

## Office Hours Drop In

Have a quick question about Google Read & Write, GSuite Organizational Tools or Accessibility Settings for your child?

Drop in and ask a VocaLinks trainer for help!

## GSuite Basics

Training will include how to support your child with the basic features of Google Read & Write such as having text read aloud, using voice dictation and dictionaries, and how to adjust accessibility settings.

## GSuite Organizational Tools

Training will include how to support your child with organizational skills using GSuite. Topics will cover how to help with organizing Google docs and folders in their Google Drive, organizing GMail, and using task lists and Google Keep to plan and track school tasks.

## Advanced GSuite

Training will include how to support your child with some of the advanced features of Read & Write such as using web simplify, using highlighters to collect information for research, and more.



Monday	Tuesday	Wednesday	Thursday
<p style="text-align: right;"><b>1</b></p> <p>10:30 - 11:30 a.m.: GSuite Organizational Tools</p> <p>6:30 - 7:30 p.m.: GSuite Organizational Tools</p>	<p style="text-align: right;"><b>2</b></p> <p>10:30 - 11:30 a.m.: Advanced GSuite Tools</p> <p>6:30 - 7:30 p.m.: Office Hours Drop In</p>	<p style="text-align: right;"><b>3</b></p> <p>10:30 - 11:30 a.m.: Office Hours Drop In</p> <p>6:30 - 7:30 p.m.: Advanced GSuite Tools</p>	<p style="text-align: right;"><b>4</b></p> <p>10:30 - 11:30 a.m.: GSuite Basics</p> <p>6:30 - 7:30 p.m.: GSuite Basics</p>
<p style="text-align: right;"><b>8</b></p> <p>10:30 - 11:30 a.m.: Advanced GSuite Tools</p> <p>6:30 - 7:30 p.m.: Advanced GSuite Tools</p>	<p style="text-align: right;"><b>9</b></p> <p>10:30 - 11:30 a.m.: GSuite Basics</p> <p>6:30 - 7:30 p.m.: Office Hours Drop In</p>	<p style="text-align: right;"><b>10</b></p> <p>10:30 - 11:30 a.m.: Office Hours Drop In</p> <p>6:30 - 7:30 p.m.: GSuite Basics</p>	<p style="text-align: right;"><b>11</b></p> <p>10:30 - 11:30 a.m.: GSuite Organizational Tools</p> <p>6:30 - 7:30 p.m.: GSuite Organizational Tools</p>
<p style="text-align: right;"><b>15</b></p> <p><b>FAMILY DAY</b></p>	<p style="text-align: right;"><b>16</b></p> <p>10:30 - 11:30 a.m.: GSuite Basics</p> <p>6:30 - 7:30 p.m.: Office Hours Drop In</p>	<p style="text-align: right;"><b>17</b></p> <p>10:30 - 11:30 a.m.: GSuite Organizational Tools</p> <p>6:30 - 7:30 p.m.: GSuite Organizational Tools</p>	<p style="text-align: right;"><b>18</b></p> <p>10:30 - 11:30 a.m.: GSuite Basics</p> <p>6:30 - 7:30 p.m.: Advanced GSuite Tools</p>
<p style="text-align: right;"><b>22</b></p> <p>10:30 - 11:30 a.m.: Advanced GSuite Tools</p> <p>6:30 - 7:30 p.m.: Advanced GSuite Tools</p>	<p style="text-align: right;"><b>23</b></p> <p>10:30 - 11:30 a.m.: GSuite Organizational Tools</p> <p>6:30 - 7:30 p.m.: Office Hours Drop In</p>	<p style="text-align: right;"><b>24</b></p> <p>10:30 - 11:30 a.m.: Office Hours Drop In</p> <p>6:30 - 7:30 p.m.: GSuite Organizational Tools</p>	<p style="text-align: right;"><b>25</b></p> <p>10:30 - 11:30 a.m.: GSuite Basics</p> <p>6:30 - 7:30 p.m.: GSuite Basics</p>



# How to Log In

## Office Hours Drop In and Live Webinars

The webinar and office hours will be done using Google Meet. The link will be the same each time.

**You do not need a Google account to join.**

To join the session:

1. On the day and time the session is offered, click the meeting link <https://meet.google.com/jov-yoie-ejp> or type the address in your web browser.
2. Click on the **microphone** and the **video camera** to turn them off before joining the meeting.
3. Next, click on the green **Ask to Join** button
4. The VocaLinks training team will let you in to the meeting.
5. If there is a high number of parents/guardians joining, it may take a few minutes for the host to let everyone in.
6. If you have any difficulties signing in, please contact [webinarhelp@vocalinks.com](mailto:webinarhelp@vocalinks.com) for support

This is what your screen will look like after you click on the link in Step 1:

