

TECH TIMES

A monthly newsletter brought to you by your STS

ISSUE 1

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Top stories in this newsletter



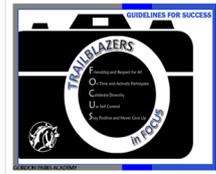
Welcome Back



To do list



School Website



Did you know?

Welcome Back-

Hello and welcome back! I would like to introduce myself. I am your Site Technology Specialist, or STS. I am here to help you with technology in your classroom, as well as in the building. I am your technology go-to person. This is a new position for me and as I am learning my way through it, there will be times that I do not have answers. I get eager and excited about the new knowledge I will gain from this position, but I am also a classroom teacher and need to keep myself in check. I am a K-8 technology specials teacher, and the yearbook adviser, so I apologize in advance when I am unable to support you immediately. I will do everything I can to assist you with concerns, but calling the help desk may be the best option (and the quickest answer) at this point in my training. If a work order is required, let me know, and I can take care of that if they do not.



Mary Floro, STS

Techy Things To Do...ASAP!



As if you don't have enough on your plate already, here comes your STS demanding more!

If you would please make it a point to take care of the following items by Monday, August 21st, it will ultimately help both our jobs go more smoothly.

Thank you in advance!

GPA Trailblazer
Mascot

1. Please turn on your projector to ensure the bulb works after sitting for the summer. If you need a replacement bulb, please let me know as I will need to fill out a work order so that it may be sent via ISM (Inter school mail).
2. Grade level printers are located in your team lead's classroom. After getting them plugged in and set up, please make sure your printers are working.
3. Turn on your document camera and be sure it is communicating with your Smart Board and that you can toggle back and forth between computer and doc camera.

School Website-

Have you been to the [school website](#)? If not, please do. There have been many changes made over the summer as we have been busy rebranding the school and "screaming the theme".



Mr. Gordon Parks

Please take a moment to check out the new [staff page](#). There is a lot for you to see. Some highlights to help start the new year are:

[How to videos](#)— go here to get support on how to install printers, connect to copiers in the building, and set up your tech. If you get an error message or if you are unable to find your printer/copier in the network, try to unplug the blue network cable and replug it in, or unplug the blue cable and plug it into another port in your room, or finally turn your printer off and back on. If all else fails, please let your STS know.

[Technology Trainings](#)— This is a place where all the information teachers received from Joshua Ehret, Tana Ruder, and Jesse Milne have been collected and compiled for future reference. Enjoy!

[Technology Concerns/Work Orders](#)— When trouble arises with technology and all the troubleshooting you can think of has been done, fill out this google doc instead of emailing your STS and it will be addressed ASAP.

Did you KNOW?

Gordon Parks has a [YouTube](#) channel? We would like to begin using it more often. GPA also has a [Facebook](#) page and a [Twitter](#) account.



#FOCUS on success

This newsletter is available on the staff webpage under [Tech Tips from your STS](#).

Are you familiar with keyboard shortcuts? Oh, how they can make your life so much easier! Check out these two references and give them a try.

[Basic shortcuts](#)

[Windows 10 shortcuts](#)