

# Google Apps for Network Administrators

This hands-on 2-day boot camp is designed to help school network administrators setup and configure their Google Apps Domain and begin to explore how Google Apps for Education can be used as a platform for teaching and learning.

## Learning outcomes for this workshop include:

- Create and manage organizational units.
- Leverage third party management tools.
- Keep your data safe and secure.
- Manage devices within your Domain.

## Agenda

### Day 1

#### 1. Getting Started

- a. The Google philosophy
- b. What is Google Apps for Education?
- c. Signing up for Google Apps

#### 2. Configuring your Domain

- a. Domain configuration choices
- b. Understanding and setting up organizational units.
- c. User management
- d. User management tools (GADS, GAPS, Flash Panel, etc)
- e. Configuring core services

#### 3. Managing your Data & Systems

- a. Creating and managing Google Groups
- b. Creating Administrative roles
- c. Reporting tools

### Day 2

#### 4. Safety and Security

- a. Backing up and securing data
- b. Configuring Google Vault
- c. Data privacy concerns and discussion

#### 5. Device Management

- a. **Chrome Browser**
  - i. Installing and configuring the browser
  - ii. Limitations in a multi-user environment
- b. **Chromebooks**
  - i. Device comparison
  - ii. Asset management tools
  - iii. Configuring your Chromebooks
  - iv. Filtering & Security
  - v. Printing
- c. **Android Tablets with Google Play for EDU**
  - i. Device Comparison
  - ii. Android deployment
  - iii. Content management
  - iv. Multi-user consideration