

AMY TRAGGIANESE

Hidden Chrome Browser Tips and Tricks

SESSION EIGHT



Do you use Chrome at school or at home? This session is full of time-saving tips and tricks that will save you time, help you get organized and make your online life easier!

I'm Amy Traggianese and I have taught Kindergarten, 1st grade, and visual art K-5. I love a tech challenge and have always been an early adopter. I have been teaching so long that I had one of the first Macintosh computers in my first grade classroom! And that was because NO OTHER teacher in the school wanted to use it, so it sat in storage for months. True story! I helped my first graders publish their first books with that cute little Mac.

When my district started using Google Apps for Education a few years ago, I was already familiar with Google tools so I was excited to be able to use it for work, too.

Now, This might sound silly and oversimplified... but when using your [G Suite for Education](#) account... USE Google Chrome! The Google browser is BEST for Google Suite for Education. DO NOT use another browser, it will just give you problems you will not want to deal with.

The [Google for Education Teacher Center](#) has free online training! Visit and see what you can learn!

HELPFUL WEBSITE FOR YOUTUBE:

[QuietTube.com](#)

CHROME

- ★ How to Pin a tab
- ★ Reopen a closed tab
- ★ Bookmarks Bar
 - Where is it?
 - How to edit bookmarks you need access to at all times
- ★ Why Go INCOGNITO?

ADDING EXTENSIONS

Extensions in Chrome are small software programs that customize your browsing experience. How do I find my Chrome extensions?

TO ADD AN APP OR EXTENSION:

- ★ Open the Chrome Web Store.
- ★ Browse or search for what you'd like to add.
- ★ When you find an app or extension you'd like to add, click "Add to Chrome" button
- ★ Review the types of data that the extension will be able to access

USEFUL CHROME EXTENSIONS:

[AdBlock for YouTube](#) | [AdBlock](#)

I was getting tired of scrolling through all of my folders in Google Drive to get to folders that I needed all the time, so, I thought of this little trick:

I renamed the folders I wanted near the top so that they started with a ZERO or a ONE. That way, they are sorted before all the others that are in alphabetical order.

Another way to find folders a bit quicker is to **color code them**. That way they really pop out at you!

One more Google Drive Tip: Take time at the end of each school year to clean and organize your Google Drive. You can also add any new folders that you might need for the new school year. Then when you start up again in August or September you'll be all set!

TIPS FOR GOOGLE DRIVE



FINALLY...

There are SO MANY different features in Chrome and G Suite for education. If you are like me, you'll forget where to find something or other. Save the session resource I have created for you, that might help. I have outlined the session for you and supplied some links.

Now, here's my last tip,

DON'T BE AFRAID TO GOOGLE YOUR QUESTIONS ABOUT CHROME!

I bet you'll be able to find your answers that way!
Have a great summer and remember, it's okay to Google your Questions about Google!

AMY TRAGGIANESE
AMY@EDUCATIONCLOSET.COM