



ABC UNIFIED SCHOOL DISTRICT

PAL 2



“Introduction to the new Google Calendar”

WHO: All PAL 2 Participants

WHAT: “Introduction to the new Google Calendar”

WHEN: **Group A:** Tuesday February 13th – 8:30 AM to 11:30 AM
Group B: Tuesday February 13th – 1:00 PM to 4:00 PM
Group C: Wednesday February 14th – 8:30 AM to 11:30 AM
Group D: Wednesday February 14th – 1:00 PM to 4:00 PM

WHERE: District Computer Lab

PRESENTER: Mrs. Irene Orozco, Teacher/Program Specialist – Technology
Mr. David Franklin, Teacher/Program Specialist – Technology
Ms. Dorothy Garcia, Secretary III – Haskell

DESCRIPTION: **Introducing the New Google Calendar:**
In this session you will be introduced to the updated Google Calendar and gain a deeper understanding on maintaining various calendars for specific purposes, as well as coordinating events for your office. You will learn and practice viewing, importing, creating, sharing, inviting, and including resources within Google Apps.

To Register



Please email Natalie Argott at:
Natalie.Argott@abcusd.us or call ext. 21174



*Make sure to indicate which group you wish to attend
Space is limited to 20 per group
Please arrange for your own site coverage.*