

EDUCATIONAL SERVICE CENTER OF NORTHEAST OHIO

G SUITE LEARNING ACADEMY

Five badge-based learning opportunities for educational office professionals, coordinators, educators, or pretty much anyone who could use a Google tutorial!



2 March 2020 | 12PM to 3PM
Know the Basics: Chrome, Drive, Docs

9 March 2020 | 9AM to 12PM
Optimize Your Inbox: Gmail

23 March 2020 | 12PM to 3PM
Data Management: Forms + Sheets

30 March 2020 | 9AM to 12PM
Organize Your Life: Calendar, Keep, Tasks

27 April 2020 | 12PM to 3PM
Teamwork: Sites, Hangouts, Contacts, Groups



LOCATION
ESC OF NORTHEAST OHIO
6393 OAK TREE BLVD.
INDEPENDENCE

COST PER
SESSION

\$50

REGISTRATION
> **ESCNEO.ORG**
> **PROFESSIONAL
DEVELOPMENT**
> **CALENDAR OF EVENTS**

**QUESTIONS? PLEASE CONTACT TRACY SPIES AT
TRACY.SPIES@ESCNEO.ORG OR 216-901-4229**