

Present Yourself: Productivity Tools for the iPad



DATE: December 9, 2013
TIME: 8:30 am - 2:30 pm
PLACE: CAS Central Office
COST: \$225/includes \$50 App Store voucher

Class size limit of 20 participants - no refunds after November 25th

Classroom teachers, department heads and curriculum personnel welcome!

Register online at: <http://casci.ac/787>

Objectives:

- Learn how to create professional documents and multimedia presentations on your iPad
- Learn how to create and combine text, images and graphs for professional work
- Understand how to convert Microsoft documents to Pages, Numbers and Keynote and back again
- Get hands-on practice using the iPad for teacher observation and evaluation

Agenda:

Morning -

- Defining a project for each participant, based on a current professional need
- Building a high-quality professional document with Pages

Afternoon -

- Building a multimedia presentation with Keynote
- Export documents in Microsoft and PDF formats
- Practice Using the iPad for observing and evaluating teachers
- Wrap up and Evaluation

Presenter



Kathi Lengel is a former teacher and school principal who has, for the last 17 years, has helped teachers and school leaders integrate technology into their work. Her clients include Apple, Inc. in the US, Europe, and Asia; Massachusetts Elementary Principals' Association; Vermont Principals Association, RI Association of School Principals, Connecticut Association for Schools, NJ Principals Association, National Association for Secondary School Principals, CISCO Systems in NYC; the Killingly Public Schools in CT; St. Michaels' Country Day School and the Pennfield School, both in RI. Since October 2010, she has delivered more than 250 iPad for Educator workshops throughout the Northeast, Asia and Europe reaching well over 5,000 educators. An author of dozens of teacher guides and online courses for Apple, Inc., she co-authored *Integrating Technology: A Practical Guide*, published by Allyn & Bacon in 2006. She holds a BS in Early Childhood Education and an M.Ed. in Administration and Planning. She holds adjunct professorships at both Hunter College and Fitchburg State University. When she's not working, she can be found renovating her house in Duxbury, VT or sailing in Narragansett Bay with her husband, Jim.