

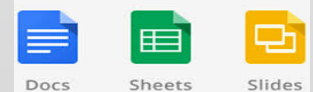
## The advantages of Google Apps for teacher work flow

### Save time and and resources

**REDUCE**

printing,  
copying/re-copying  
collation  
storing  
distributing  
collecting and checking for  
submission  
filing and search

**How?**



Teacher creates  
Google Doc

distributed to  
students via  
Classroom

Teacher and students  
can work together on a  
document, making  
edits and conversing  
through comments



Teacher  
assesses and  
returns work



Students  
submit work



Students store and  
organise their work  
on their Google drive