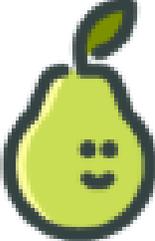




**1. For teachers in grades K-12:** District Expectations for the use of Canvas in the 2nd quarter of the school year are to create assignments and/or have Discussions in your course(s), as well as to place student resources, such as links, files, videos, into Pages/Modules/Studio; please talk with your Tech Coach if you don't yet know how to utilize Pages/Modules/Studio, or how to upload files or videos.

**2. For all staff:** To help answer some questions staff has had regarding the laptops, and specifically the docking stations: yes, staff may keep their old monitor to have a 2nd screen, if preferred. Yes, the laptop and power pack may come/go from school/home. Yes, you may keep your keyboard and mouse, if preferred. No, the district does not provide wireless mice or wireless keyboards. No, the docking station (pictured) will need to **stay at school**, managing the components used in the classroom/office. Please contact HELPdesk, your Building Tech, or Keith Madsen with further questions.



**3. For all teachers who are learning to use Chrome extensions:** Have you ever used Peardeck as a Chrome extension on your computer? Peardeck is an Interactive presentation tool. Students understand class material better and are more interested in the material. You know which students are stuck, who's ready for more, and what's confusing them. Get the [free Peardeck Chrome extension here](#). Please remember, Chrome extensions only work when you use the Chrome browser.

**4. For all staff:** With the upcoming email switch from GroupWise to Outlook, we are asking users to take a moment to clean up their email accounts. All current information in your GroupWise account will be transferred over beginning November 22nd. It will take approximately 4 weeks for all information to be transferred to Outlook. AFTER November 22, please do not make major changes to your email folders. PLEASE complete this clean out process by Friday, November 19th:

- 
- Left click on Mailbox Size located on lower-right task-bar
  - Emails are divided by category (Trash, Sent, Received, Personal); sorted from largest to smallest
  - Left click and highlight the email you want to delete; click Delete. You can select multiple emails by left-clicking and highlighting one email, use the scroll bar to scroll down, press SHIFT and left-click on the last email. You will see multiple emails highlighted; press Delete.

All deleted emails will still be accessible through Retain. Please contact HELPdesk or your Tech Coach with questions.



**Fun technology fact:** Researchers at the University of New South Wales have created a compact modular hydrogen-powered bicycle without the use of heavy batteries, particulates, or CO2 emissions. The LAVO bike fully charges in about ten minutes and has a range of about 93 miles (150 km). Compared to competitors, LAVO's technology has 3X the storage capacity and 2X the lifespan. Read [more of the article here](#). Price tag? The article did not say, but I would bet it is salty.