


Collect, Organize and Analyze Data – October 2009

GOOGLE FORMS

 **MOREnet**
Community • Technology • Innovation

www.more.net | University of Missouri
Copyright ©2009 MOREnet and The Curators of the University of Missouri

What is Google Forms?

- Part of Google Docs
- A feature in the spreadsheet tool
- Find it at:
 - <http://docs.google.com>



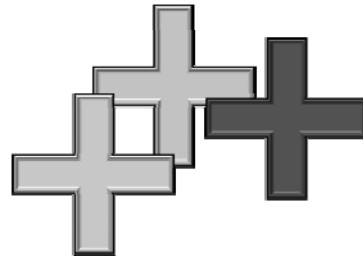
How much does it cost?

- Gratis!
- Frei!
- Gratuit!
- Free!



Benefits of Google Forms

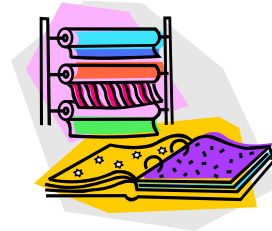
- Allows multiple points of entry
- NO sign-in required
 - Simply provide the URL to the form or link to it from a web page or blog
- Answers populate spreadsheet in real-time



Sample Form 1

- Go to Form
 - <http://tinyurl.com/yfwcgn>

- Login to Google Docs to watch Spreadsheet populate
 - <http://tinyurl.com/yjgagxz>



© 2009

To get started

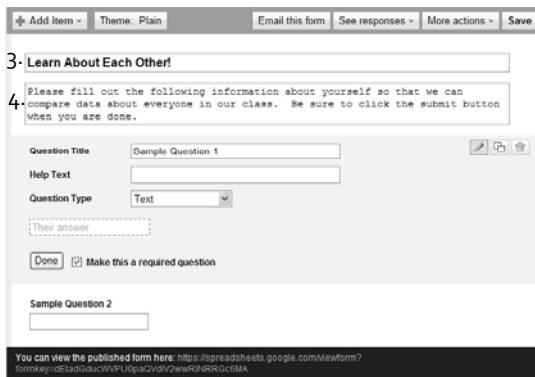
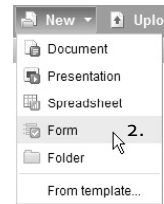
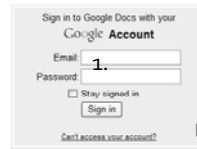
- Go to <http://docs.google.com>
- Create a Google Account or sign in with an existing Google Account
 - If you have GMAIL, you already have a Google Account



© 2009

Create a New Google Form

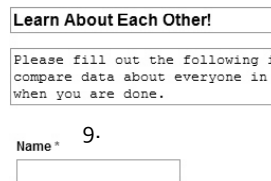
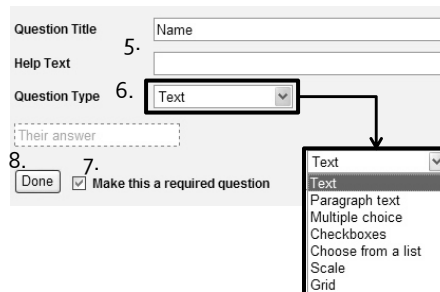
1. Sign in to Google Docs
2. Click on New, Form



3. Fill in the title field
4. Add instructions or a description in the next field

Add A Question

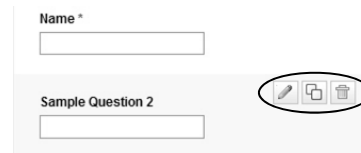
5. Type in Question Title, and Help Text (optional)
6. Select Question Type
7. Choose checkbox IF question is required
8. Click the Done button
9. First question now appears on form



© 2009

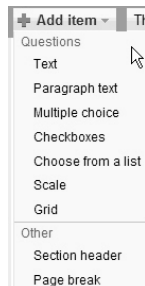
Edit a Question

- To Edit a Question, hover the mouse over the question.
 - A set of tools appears
 - Edit, Duplicate, Delete
 - Click the Edit tool (pencil)
 - The question options will reappear
 - Make changes as needed




Add Additional Questions

- Click the Add Item button
 - Choose from the resulting list
- Questions types:
 - Text
 - Paragraph text
 - Multiple choice
 - Checkboxes
 - Choose from a list
 - Scale
 - Grid
- Other
 - Section header
 - Page break



Show “Question Types” Form

- <http://tinyurl.com/yzaaagm>

Sample Form - Question Types


This sample for shows the different types of questions that can be used when creating a Google Form.

Text
This question type gives a small text field for the form user to type text into.

Text paragraph
This question type gives the form user a large text field for adding a longer amount of text.

Multiple Choice
This question type provides a list of choices that the form user can select from. It also provides an optional "other" field for the form user to add their own answer. ONLY A SINGLE ANSWER CAN BE GIVEN FROM THE LIST OF CHOICES.

Option 1
 Option 2
 Option 3
 Option 4
 Other:



© 2009

Sharing the Form

- Email
 - Lets you send a link and the form in an email message to multiple recipients
- Embed
 - Gives you code to paste into your web page or blog



Sample: http://staff.more.net/denise/forms/question_types.html

© 2009

Watch the Spreadsheet

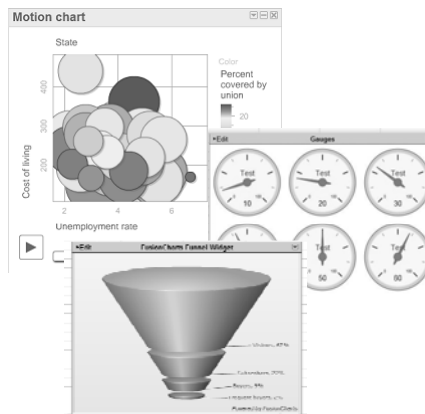
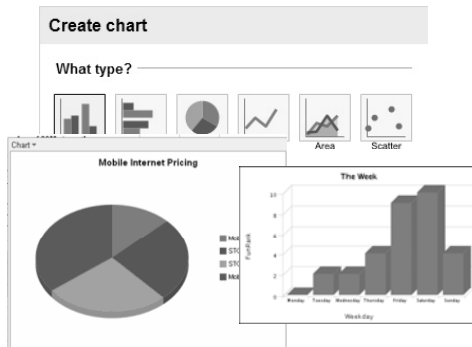
- You can watch the data populate the spreadsheet as forms are submitted!



© 2009

Chart the Data

- Use spreadsheet charting features
- Or use Gadgets to insert interactive charts



© 2009

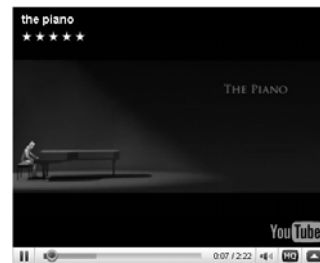
Ideas for Using Google Forms

- Get to know your class
 - <http://tinyurl.com/y1hq8hm>
- Class reading record
 - <http://tinyurl.com/y1mukoq>
- Pre-Assessment
 - <http://tinyurl.com/yj8t3yj>
- Lesson Review
 - <http://tinyurl.com/ygsxuw5>



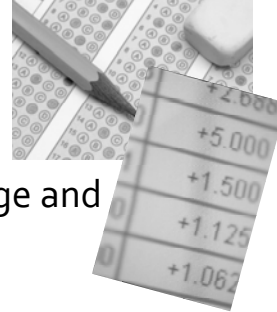
The Piano –

- An Emotion Graph
 - Film narrative literacy unit
 - Watch the film:
 - <http://tinyurl.com/yfhwppqs>
 - Look at the form:
 - <http://tinyurl.com/yhp593k>
 - Look at the spreadsheet:
 - <http://tinyurl.com/yj4hfss>
 - Comprehension
 - Look at the form:
 - <http://tinyurl.com/yghengp>



MORE Great Ideas for Forms

- Spelling Test
- Survey Parents
- Pool data, then analyze, average and chart
- Live Polls
- Quizzes
 - Spreadsheet experts can use functions and formulas to create self grading quizzes!



Resources & How-Tos

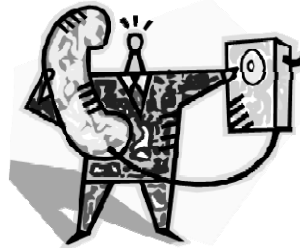


- Google Forms Help:
 - <http://docs.google.com/support/bin/topic.py?topic=15166>
- Tom Barrett – “ICT in My Classroom”
 - <http://tbarrett.edublogs.org>
- Videos
 - <http://www.youtube.com/watch?v=EFI3iw6Bp3g&NR=1>
 - <http://www.youtube.com/watch?v=xC1LowpmqIY&feature=related>
 - <http://www.youtube.com/watch?v=YxYZKkusg-Y&feature=related>
- Also find how-to info by searching “Google Forms” at:
 - Google: www.google.com
 - TeacherTube: www.teachertube.com



Contact Us

- MOREnet Technical Support
 - Call: 800-509-6673
 - Email: help@more.net
- Training
 - Call: 800-509-6673
 - Email: training@more.net
- MOREnet Knowledge Base
 - <http://help.more.net>



Thank you for
attending!

Conference presentations are posted at:

- <http://www.more.net/content/mitc-2009-presentation-materials>

