

Technology “Must Haves”

FOR EARLY CHILDHOOD ADMINISTRATORS

GIOVANNI ARROYO | MEDIA SPECIALIST

OCTOBER 8, 2014

Who am I?

Giovanni Arroyo

- Father
- Husband
- Media Specialist
- Geek



At the McCormick Center for Early Childhood Leadership, we empower individuals to build the leadership and management skills they need to create and sustain exemplary programs for young children. Through professional development, evaluation, research, and public awareness, we promote best practice in program administration. By working with states, professional organizations, and directly with early childhood practitioners, we raise the bar on program quality. Because, when it comes to early childhood education, **leadership really does matter.**

Who are you?

In the text chat type:

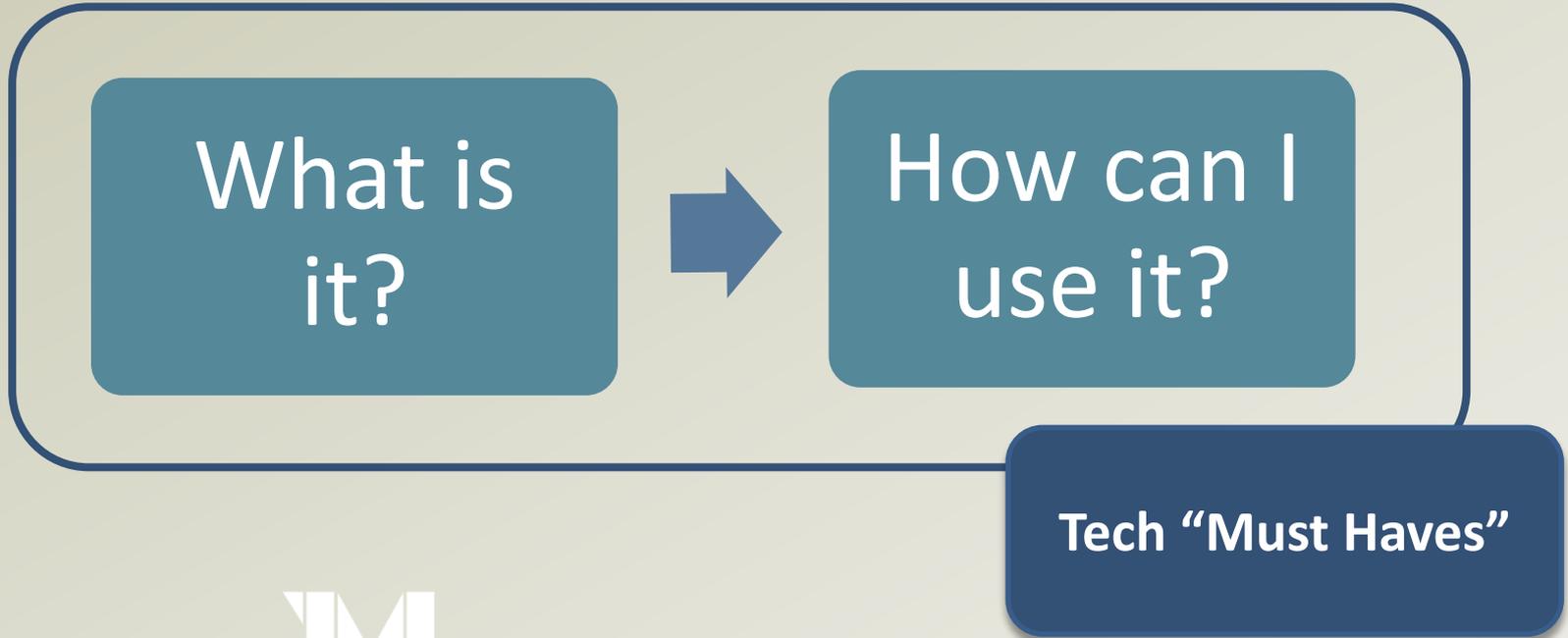
Your role (aka job title)

+

Location



What will we be covering?



A Little Framework

- I try to make sure everything is cross-platform
- I will be sure to share hyperlinks
- I am a believer in free
- I hate bullet points and PowerPoint



If you think of a question, be sure you ask in the text chat.



Let's Explore Technology



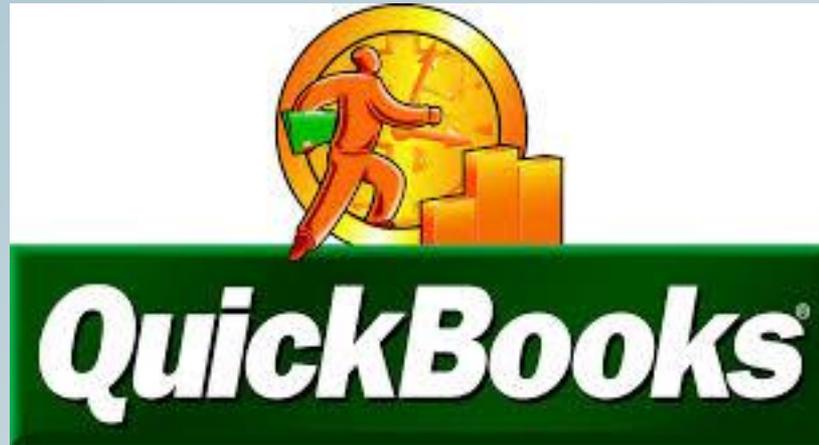
**MUST
HAVES**



Program Management



Accounting



How are You Communicating?

- Parents | Stakeholders
- Staff
- ???



How are You Communicating?

Time for a Poll





WORDPRESS

What is
it?



Create your new website for free

WordPress.com is the best place
for your personal blog or business site.

.wordpress.com

Create Website



How can I
use it?



WORDPRESS

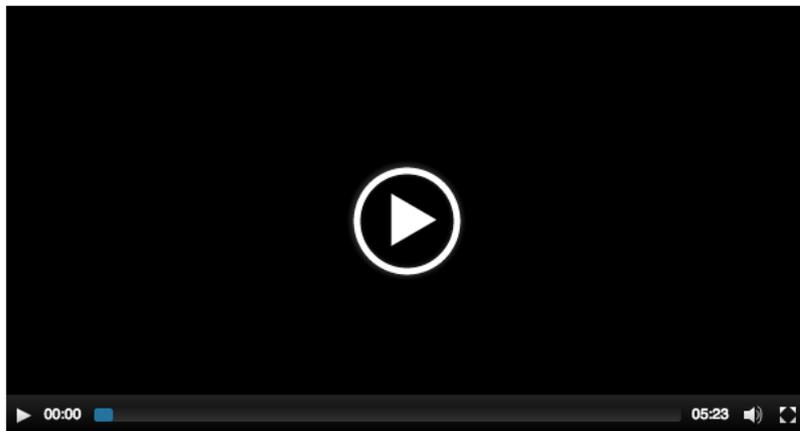


Celebrating 30 years of Paula Jorde Bloom at National Louis University.

by Giovanni Arroyo

SEPTEMBER 19, 2014

As a part of the celebration honoring her work in early childhood, leaders from around the country contributed their reflections on how Paula has influenced to the field. Some of these reflections are captured in the following video.



Read Paula's remarks by downloading the PDF of her reflection below.

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5 Free Tools Early Childhood Leaders Need to Try

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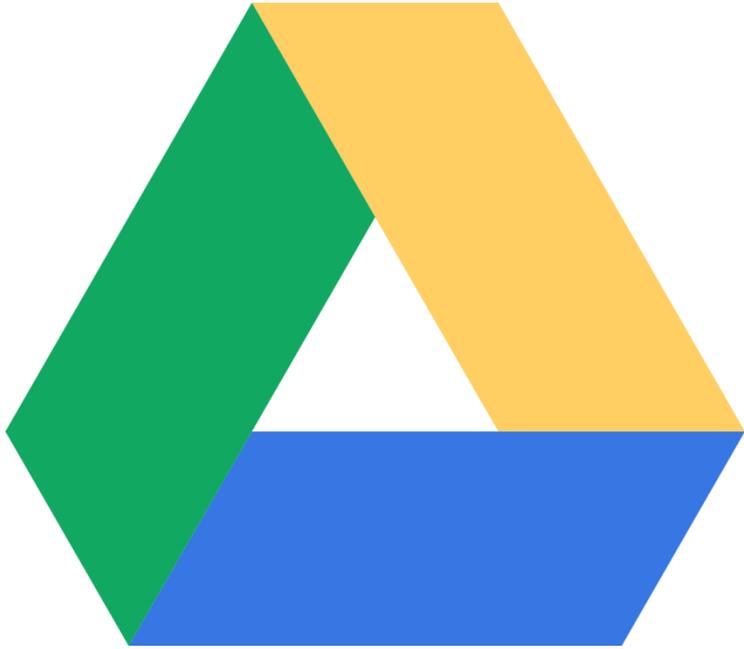
Visual [Text](#)

B *I* ABC           ABC  

Paragraph           

Over the years I have worked as computer tech and technology trainer. At the McCormick Center I help early childhood leaders learn how to best utilize technology in their programs. Below are five underused tools that I find to be highly beneficial. They can lighten your workload, make sharing items easier, and lessen the time you spend in front of the screen. As I choose these five tools, I did my best to ensure each one is cross-platform. This means that whether you are on a Mac, a Windows, or even a mobile device, these programs will work for you. Plus, all of these tools are free at the basic levels, which offer more than enough features to help you use the internet more efficiently.





What is
it?



NEW

My Drive

Incoming

Recent

Starred

Trash

Blog Topic for 12/...

FY14 Tech Trainin...

Ideas for LC Prese...

LC Arroyo 2014 Pr...

Scram from the S...

Tech Insitutie 201...

Tech Institute 201...

Technology Traini...

Technology Traini...

Twitter Webinar A...

Twitter Webinar Id...

World Forum Pres...

Presentation Docs

Details

Activity

EARLIER THIS YEAR

**You edited an item**

Apr 29

World Forum Presentation

**You renamed an item**

Apr 29

 LC Arroyo 2014 Presenter Details.pdf
Arroyo 2014 Presenter Details.pdf**You uploaded an item**

Apr 29

Arroyo 2014 Presenter Detai...

**You edited an item**

Apr 28

World Forum Presentation

How can I
use it?





NEW

 Folder

 File upload

 Google Docs

 Google Sheets

 Google Slides

More



 Google Forms

 Google Drawings

 Connect more apps

 Technology Traini...

 Twitter Webinar A...





NEW

Folder

File upload

Google Docs

Google Sheets

Google Slides

More



Google Forms

Google Drawings

Connect more apps

Technology Traini...

Twitter Webinar A...



NEW

 Folder

 File upload

 Google Docs

 Google Sheets

 Google Slides

More



 Google Forms

 Google Drawings

 Connect more apps



▼ Form Settings

- Show progress bar at the bottom of form pages
- Only allow one response per person ?
- Shuffle question order ?

Page 1 of 3

Technology Training Survey

A brief survey regarding what you would like to more about regarding technology?

What type of technology tools do you currently using?*

(i.e. computer, ipad, smart phone)

Add Item ▾

After page 1 Continue to next page ⇅

Page 2 of 3

Page 2

Tell us what you'd like to learn a out.

Send form

Edit questions

Send form

Link to share

Embed

 Short Url

Share link via:

 Send form via email:Looking to invite other editors to this form? [Add collaborators.](#)

Done



100%

Normal text

Arial

11

B*I*UA

↻



Editing



Free Tools **Early Childhood** Leaders Need to Try

Over the years I have worked as computer tech and technology trainer **and at the McCormick Center I have the wonderful opportunity to help early childhood leaders learn how to best utilize technology in their programs.** Below are a few of the tools that I find are beneficial **for program directors,** yet many people have not heard of or tried. They can lighten your workload, make sharing items easier, and lessen the time you spend in front of the screen. As I **choose** items to share I did my best to make sure they **were** cross-platform. This means that if you are on an Apple, Windows, or even a mobile device these programs will work for you. Plus, **they are** all free at least at the basic level.



Share with others

Get shareable link 

People

Enter names or email addresses...

 Can edit

Done

Advanced



5 Free Tools **Early Childhood** Leaders Need to Try

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5 Free Tools **Early Childhood** Leaders Need to Try

Over the years I have worked as computer tech and technology trainer. **Lindsey Engelhardt** **At the McCormick Center** I have the wonderful opportunity to help early childhood leaders learn how to best utilize technology in their programs. Below are a few of the tools that I find are beneficial for program directors, yet many people have not heard of or tried. They can lighten your workload, make sharing items easier, and lessen the time you spend in front of the screen. As I choose items to share I did my best to make sure they were cross-platform. This means that if you are on an Apple, Windows, or even a mobile device these programs will work for you. Plus, they are all free at least at the basic level.



GiovanniMCECL Arroyo

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Speaking of iPads







How do you
stand out
in your
marketplace?



How do you stand out in your marketplace?



Welcome to MyChild

The Easiest, Fastest and most Intentional way to Engage Parents in Early Childhood Education!

Trusted by hundreds of Child Care centers and preschools!

Online Portfolios, Dally Sheets, E-mail Reports to Parents - all done online in seconds.

Are you a director?
[Register Now](#)
[try it free!](#)

[Log In](#)





What is
it?



Send Better Email

The screenshot shows an email editor interface. At the top, a dark header bar contains a profile icon, the text "The Nom Depot", "1 Editing", and navigation links for "Help", "Preview and Test", and "Save and Exit". The main editing area is split into two panels. The left panel displays a draft email with a header image of oysters, a blue-bordered text box, and a paragraph of text: "Delve deep into a mystical world of boozy delight with five of our favorite bartenders. Learn how to make a few classics, and maybe discover a new favorite along the way." The right panel has tabs for "Content", "Design", and "Comments", with "Design" selected. It shows a social media sharing widget with icons for Twitter, Facebook, LinkedIn, and a plus sign, along with two image placeholder icons. A dark footer bar at the bottom contains the breadcrumb "Recipients > Setup > Template > Design > Confirm".

The Nom Depot | 1 Editing | Help | Preview and Test | Save and Exit

Content | Design | Comments

Delve deep into a mystical world of boozy delight with five of our favorite bartenders. Learn how to make a few classics, and maybe discover a new favorite along the way.

Recipients > Setup > Template > Design > Confirm

How can I
use it?





Select a starting point for your template

[Basic](#)

[Themes](#)

[Code Your Own](#)



1 Column
Drag and drop

Select



1 Column - Banded
Drag and drop

Select



1:2 Column
Drag and drop

Select



1:2 Column - Banded
Drag and drop

Select



1:3 Column
Drag and drop

Select



1:3 Column - Banded
Drag and drop

Select



2 Column
Drag and drop

Select



2 Column - Banded
Drag and drop

Select



Use this area to offer a short teaser of your email's content. Text placed here will show in the preview area of some email clients.

Is this email not displaying correctly?
[View it in your browser.](#)

insert your image here

Heading 1

Edit

Heading 2

Getting started: Customize your template by clicking on the style editor tabs up above. Set your fonts, colors, and styles. After setting your styling is all done you can click here in this area, delete the text, and start adding your own awesome content!

Heading 3

Heading 4

After you enter your content, highlight the text you want to style and select the options you set in the style editor in the "styles" drop down box. Want to [get rid of styling on a bit of text](#), but having trouble doing it? Just use the "clear styles" button to strip the text of any formatting and reset your style.

Copyright © `*[CURRENT_YEAR]*`
`*[LIST:COMPANY]*`, All rights reserved.
`*[IFNOT:ARCHIVE_PAGE]*`
`*[LIST:DESCRIPTION]*`
Our mailing address is:
`*[HTML:LIST_ADDRESS_HTML]*`

`*[IF:REWARDS]*`
`*[HTML:REWARDS]* *[END:IF]*`

Design

Page



Header



Body



Footer



MonkeyRewards



Use this area to offer a short teaser of your email's content. Text placed here will show in the preview area of some email clients.

Is this email not displaying correctly?
[View it in your browser.](#)

insert your image here

Heading 1

Heading 2

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Heading 4

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[Vie](#)

insert your image

Heading 1

Heading 2

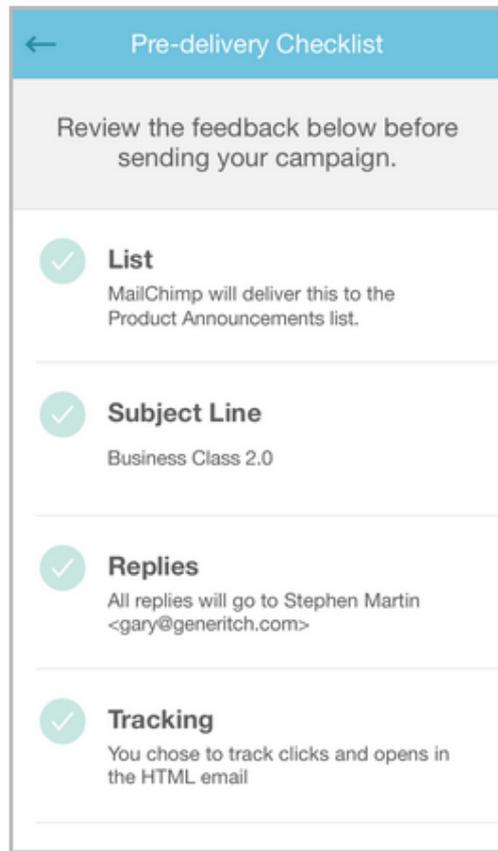
Getting started: Customize your template by tabs up above. Set your fonts, colors, and style is all done you can click here in this area, delete your own awesome content!

Heading 3

Heading 4

Send campaigns

View all your campaigns in one place, and schedule or send a campaign when it's ready. Start a campaign back at the office, and quickly send it from your phone when it's ready to go out. We'll show you the same checklist you see in the web app, so you can make sure your campaigns are perfect before sending.



How do I
move from one device
to another seamlessly?

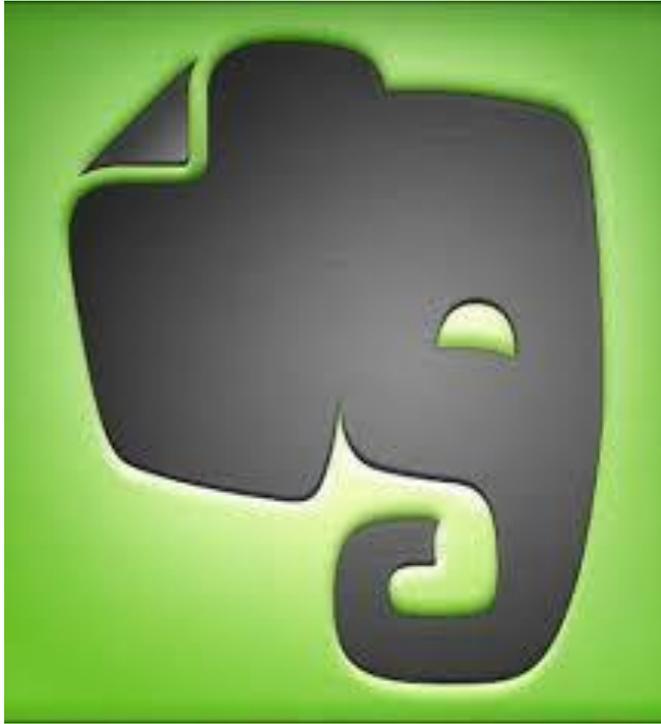


How do I
move from one device
to another seamlessly?

Time for another poll!







What is
it?



Shortcuts

Notebooks

- All Notes (358)
- Apps to Try (1)
- Background Locations
- Camera Gear I Want (5)
- Camera Gear Tips (17)
- Email Marketing (1)
- Film Photography Tips (14)
- Linux Commands and Tips (2)
- Mac tips (8)
- MCECL (17)
- Mercedes Info (8)
- Need to Sort (14)
- Personal Website Ideas (20)
- Photo Contest/ Show (13)
- Photo Ideas (7)
- Photo Tips (18)
- Photoshop/Lightroom Tips (50)
- Porsche (7)
- Portrait Tips (14)
- Presentation Notes (63)
- Prezi Tips (5)
- Social Media Ideas for Wor (13)
- Strobe Tips (9)
- Tech for Work (8)
- Video Tips (2)
- WebPages (2)
- WFF Notes (5)
- Work Website (33)
- World Forum Info (2)

Tech for Work

DPS Tip: Creating Pull Tabs With Scrollable I
8/26/13 DPS Tip: Creating Pull Tabs With Scrollable Frames Posted by Monica Murphy, on DPS Tips, with 3 Comments The Scrollable Frame option in



The iOS 7 Design Cheat Sheet - Ivo Mynttinen
8/22/13 View other articles The iOS Design Cheat Sheet 7 With the release of iOS 7, app designers and developers will need to adjust their visual



Article: Photographer Ben Long shares iPad photograp...
3/13/13 Photographer Ben Long shares iPad photography workflow advice <http://www.tuaw.com/2013/03/13/photographer-ben-long-shares-ipad-photography-workflow-advice/>



Secure Logon - Press CTRL + ALT + DELETE
8/29/12 Secure Logon - Press CTRL + ALT + DELETE to log on How to Enable or Disable Secure Log On CTRL+ALT+DELETE in Windows 7

Investing in Early Childhood - NYTimes.com
6/10/12 January 7, 2012, 4:33 pm Investing in Early Childhood By NICHOLAS KRISTOF My Sunday columnlooks at new evidence of the importance of early childhood and pregnancy on life outcomes.

New interaction possibilities, fill your mags with action...
9/19/11 <http://blog.issuu.com/?p=2013>

Timing Webinar

3/29/11 Social Media Contra-Competitive Timing - posting when others are not. (not a crowded space) Retweets - Late in the day and week is the most retweetable Click Threw Rates - Don't be

6310 Capitol Dr, Wheeling, IL 60090 - Google Maps
3/26/11 My Map Project

Tech for Work

app design tips

Created: Aug 22, 2013

Modified: Aug 22, 2013

<http://ivomynttinen.com/blog/the-ios-7-design-cheat-sheet/>

SHARE

INFO

TOOLS

The iOS 7 Design Cheat Sheet - Ivo Mynttinen / User Interface Designer

The iOS Design Cheat Sheet ⁷

With the release of iOS 7, app designers and developers will need to adjust their visual language to match the new "flat" design of iOS. In addition to the grid system, the dimensions of icons and commonly used elements, typography and iconography has been updated by Apple in ma the old iOS Design Cheat Sheet that I published last year with the release of the iPad mini needs an update now. I decided to shift away from pure about sizes of design elements towards a simple guide that should help to get you started with iOS 7 app design. As always I will update this guide you think there is something important missing here, just let me know.

Since iOS 7 is not supported on older models of the iPhone and iPod (only 4+), this guide will only cover the supported devices. If you are looking related to these devices, you should take a look at the older [iOS Design Cheat Sheet v2](#).

Tweet 555

Like

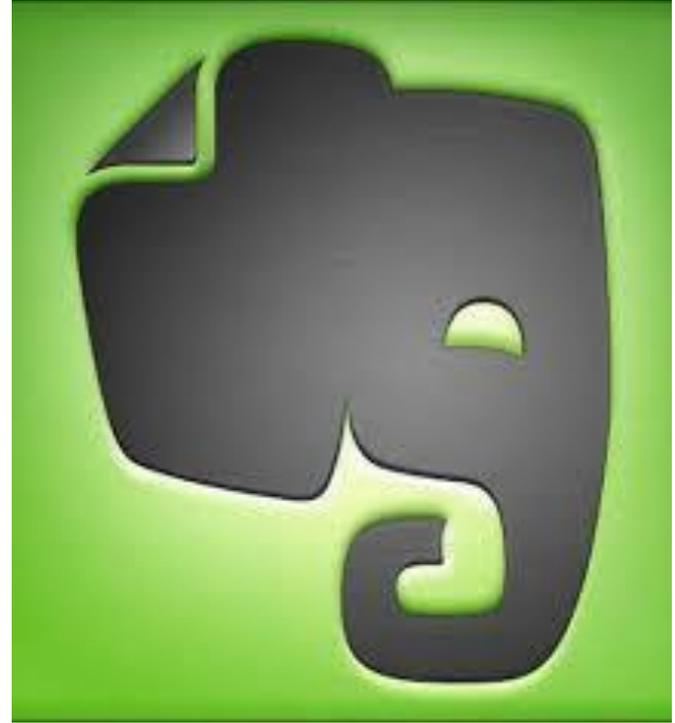
4

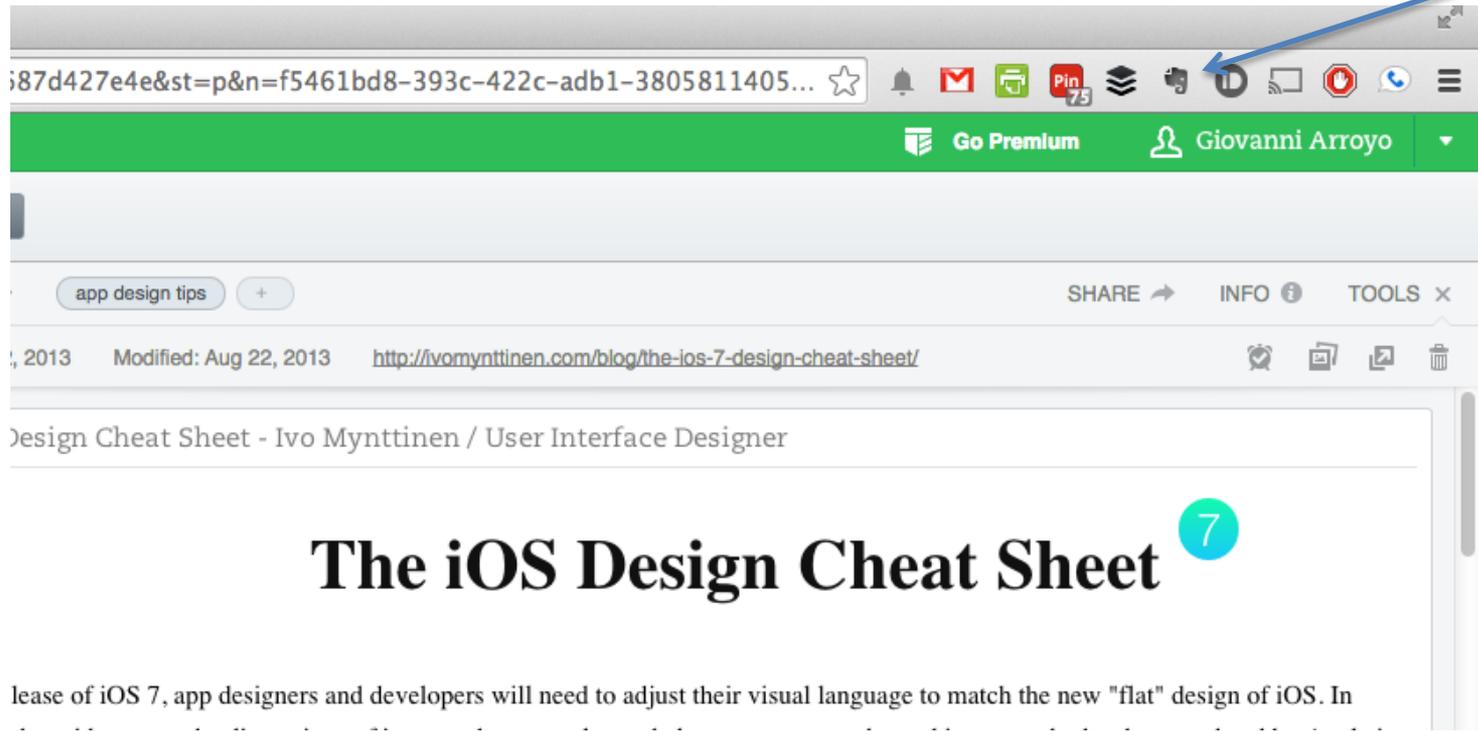
Resolutions & Display Specifications

Resolutions

Devices	Portrait	Landscape
 iPhone 5	640x1136 px	1136x640 px
 iPhone 4/4S	640x960 px	960x640 px

How can I
use it?





The iOS Design Cheat Sheet

7

lease of iOS 7, app designers and developers will need to adjust their visual language to match the new "flat" design of iOS. In



Grandparents vital for childcare study reveals

ONE in four parents could not go to work without grandparents looking after the children, a study found.

Published: Tue, September 30, 2014

 Recommend 6

 Tweet 4

 Share 0



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1



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2

Terrorist killer of... hostage unmask... FBI

3

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Grandparents vital for childcare study reveals | UK |

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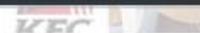
Organize

 Presentation Notes ▼

Add tag

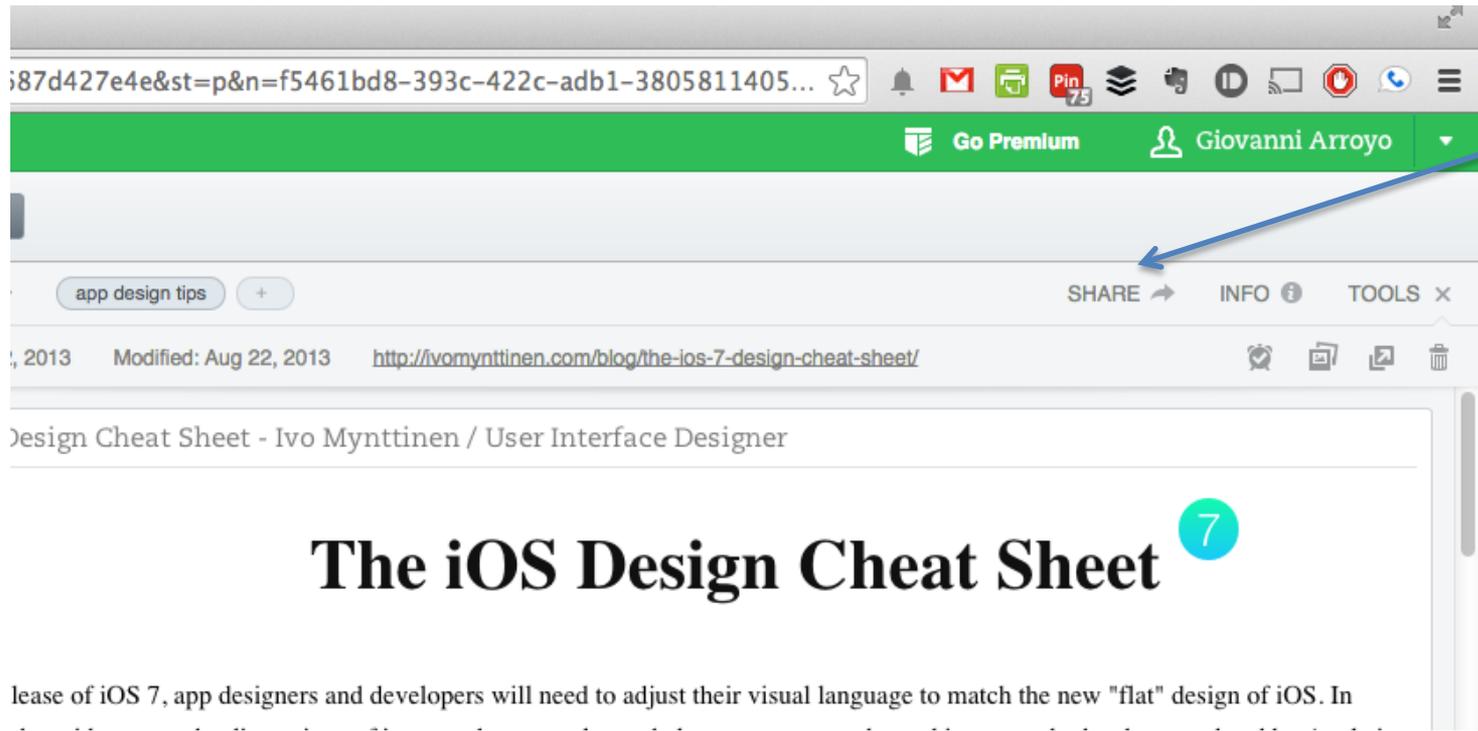
Add remark

 Options



Tories stung by THIRD

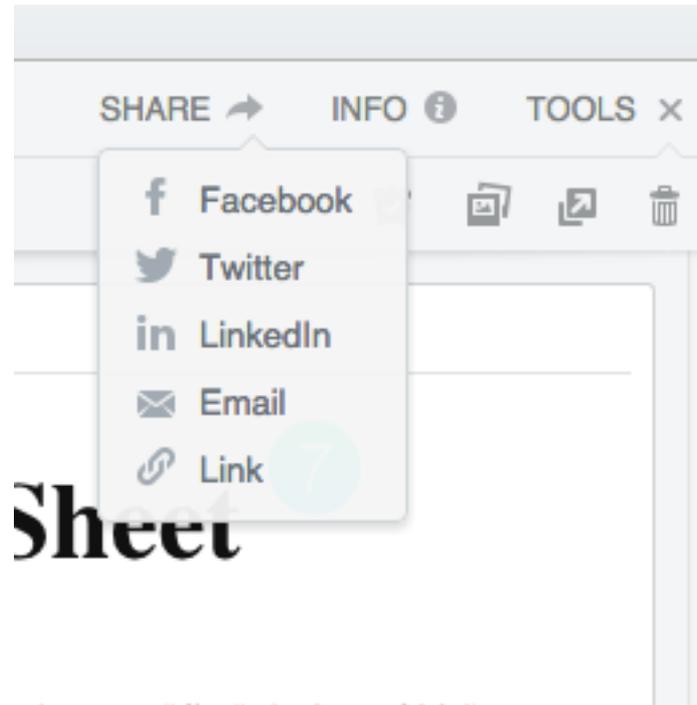




The iOS Design Cheat Sheet

lease of iOS 7, app designers and developers will need to adjust their visual language to match the new "flat" design of iOS. In





iPad 1:40 PM 93%

Search notes + Close

SEPTEMBER 2014 Options

Regonline Kiosk Printing Setti...
1:40 PM On the Edit menu, Click Preferences On the Preferences dial...
◆ KIOSK, ONSITE REGISTRATION, REGON...

Sergio Gomez Talk
9/15/14 www.ellenholtzblatt.com
www.alanhobscheid.com Sergio
"When one artist wins we all win!" "T..."

AUGUST 2014

Open Acrobat Reader
On the **Edit** menu, Click **Preferences**
On the **Preferences** dialog box, click **Security (Enhanced)**
Click **Add Host**
Enter: <https://www.regonline.com>
Click **OK**

After Setting the default printer Open Firefox
Type **about:config** in the address bar
Click **"I'll be careful, I Promise"**
Right click the preference area and select **New --> Boolean**
Type: **print.always_print_silent** and set value **True**

B I U ↺ ✂ ☰ ☷ ☑ ⇄ ⇄ ↶ ↷

"True" Truест Truer

Q W E R T Y U I O P ↵

A S D F G H J K L return

↑ Z X C V B N M ! , ? . ↑

.?123 🌐 🎤 [] .?123 ⌨



How do I make more time?

Automate repetitive tasks!



What is it?



Browse Recipes

[Search](#)

Collections

[view more](#)

Featured

[view more](#)

How can I
use it?





If any phone call missed, then send a notification



created July 24, 2014
last triggered about 20 hours ago
triggered 146 times



If any new SMS received, then send a notification



created July 24, 2014
last triggered about 3 hours ago
triggered 642 times



Send Eyefi Cloud uploads to friends via Gmail

by [eyefi](#)

 5 uses  1 favorite



Eyefi Cloud photos tagged with 'facebook' are uploaded to Facebook

by [eyefi](#)

 6 uses  1 favorite

Prev

1

2

3

4

Next

What is
it?



Accounts



GdotArroyo
Twitter



Giovanni A...
Facebook

0



Giovanni A...
LinkedIn

1



Connect M...
Profiles, Pages and

Content 

Analytics 

Schedule 

Settings 

Queue

Suggestions

25

Contributions

Feeds

Hey there!

Looks like we have sent all of your updates. Share below!



What do you want to share?



Add to Queue



How can I
use it?



Schedule

So, when would you like your posts to be sent? Choose your timezone, schedule your times and we'll make sure your posts are sent out even when you're asleep!

Schedule Timezone

Chicago, IL - United States

The local time here is currently 11:20 AM

Every Day

New Posting Schedule

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Post at these 4 times **Every Day** :



09



50



AM



04



49



PM



05



53



PM



09



11



PM



Add Posting Time

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Looks like we have sent all of your updates. Share below!



I'm about to start my webinar Tech
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childhood-administrators-by-giova

ng here:
must-haves-for-early-

October 2014

Su	Mo	Tu	We	Th	Fr	Sa
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

03 21 PM

Schedule

America: Chicago



Technology "Must
by Giovanni Arroyo

<http://www.earlychild>

Do you want to stre
program? Would you
Join Giovanni Arroyo

strators,

gy-must-

Share Next

Share Now

Schedule Post

Add to Queue



Do you print articles from
websites?

Time for another poll!



printfriendly
Save Money & the Environment



What is
it?





Behind The Scenes Of Our Tense Segment On *The Daily Show*



Pennsylvania Blames Woman For Her Own Rape



California Mayor Shot And Killed In Domestic Dispute

Increased Child Poverty Rate Disproportionately Impacts The Nation's Youngest Learners

The HECHINGER REPORT

| By Sara Neufeld

Posted: 08/15/2014 12:35 pm EDT | Updated: 08/15/2014 12:59 pm EDT



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Pennsylvania Blames Woman For Her Own Rape





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 Remove Images

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Increased Child Poverty Rate Disproportionately Impacts The Nation's Youngest Learners

huffingtonpost.com/2014/08/15/preschool-students-poverty_n_5680737.html

| By Sara Neufeld

The [Annie E. Casey Foundation](#) is out with its 25th [KIDS COUNT Data Book](#), which has been providing the public with an annual glimpse into the well being of American children for the past quarter-century.

As big anniversaries do, this one provides a natural opening to look at how we have fared. Trends were both positive and troubling during a time of major demographic shifts: The nation's population of children climbed from 64 million to 74 million. The percentage of white children declined, Latinos doubled and mothers of young kids entered the labor market in record numbers.

On the bright side, more children are attending preschool than in 1990. The teen pregnancy rate is at a record low. Juvenile crime is down, and so is juvenile incarceration, though the United States still has a juvenile incarceration rate disproportionately much higher than other developed countries.

But despite the advances, there has been a recent uptick in the single most important factor for predicting a child's school readiness and life outcomes generally: whether or not he or she lives in poverty. After recessions end, the child poverty rate tends to continue climbing, and current circumstances appear no different. Even with different ways to measure it and different conclusions, KIDS COUNT shows a reversal of some of the gains made earlier in the past quarter-century, with approximately 16.4 million kids officially living in poverty in 2012. The number of children in single-parent homes was up, too: 35 percent, versus 25 percent in 1990.

Break the numbers down by race, and they are more disturbing: At most recent measure, nearly half of African-American children (49 percent) had parents lacking secure employment, and 67 percent lived in a single-parent home. And 63 percent of Latino children did not attend preschool, compared with a national average of 54 percent. (Preschool attendance has improved, but it's still low across the board.) Attendance rates are higher for African-American children, but [recent research has questioned](#) the quality of the programs available to them.

And while the federal government measures poverty for every child under age 18 collectively, young children have been shown to be poorer than older ones, since mothers are more likely to be out of the workforce and parents are less likely to have well-paying jobs when they are younger themselves.

What that means in practical terms is a great need for high quality early childhood education to [help prevent the achievement gap](#) that so often is [already entrenched for poor children](#) before kindergarten. But many states have been cutting back just as the need



How can I use it?

Make any web page print friendly

<http://www.huffingtonpost.com/2014/08/15/presc>

print preview

Try it: [CNN](#), [Wikipedia](#), [Mashable](#)

Get the **Bookmarklet**

Add Print Friendly to your browser

Print Friendly

Drag the button above to your browser's bookmark toolbar

[Instructions](#)

Get the **Print Friendly** button for your website!

get your button

How it works



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How it works





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Increased Child Poverty Rate Disproportionately Impacts The Nation's Youngest Learners

huffingtonpost.com/2014/08/15/preschool-students-poverty_n_5680737.html

| By Sara Neufeld

The [Annie E. Casey Foundation](#) is out with its 25th [KIDS COUNT Data Book](#), which has been providing the public with an annual glimpse into the well being of American children for the past quarter-century.

As big anniversaries do, this one provides a natural opening to look at how we have fared. Trends were both positive and troubling during a time of major demographic shifts: The nation's population of children climbed from 64 million to 74 million. The percentage of white children declined, Latinos doubled and mothers of young kids entered the labor market in record numbers.

On the bright side, more children are attending preschool than in 1990. The teen pregnancy rate is at a record low. Juvenile crime is down, and so is juvenile incarceration, though the United States still has a juvenile incarceration rate disproportionately much higher than other developed countries.



A few
more
things



HOW DO I KNOW?

Will this program work for me?
Is this something that will decrease my load?
Will my program benefit from using/learning this?
Does it work on all of my devices?

TRY IT!



Questions?



THANK
you!

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