



# Building a Collaborative Classroom using Office365 and OneNote

West Melbourne, VIC

*"Collaborative learning ...is a process of shared creation: two or more individuals interacting to create a shared understanding of a concept, discipline or area of practice that none had previously possessed or could have come to on their own." – University of Sydney, Faculty of Education Website*

This full-day workshop is dedicated to uncovering the power of Microsoft's cloud platform for collaborative learning. Discover the exciting uses of OneDrive for student and teacher collaboration, and learn how to create OneNote Class Notebooks. Explore the Office 365 tools taking education by storm: Sway, Office Mix and Microsoft Forms.



## What will I learn from it?

During this one-day course, teachers will develop the basic skills needed to use access and use OneDrive's collaborative functions for both themselves and their students. Understand how OneNote can be used as a true collaborative tool and explore a range of tools for collaborative learning inside of this dynamic cloud platform. You will also be given an opportunity to tour Haileybury City's dynamic new City Campus.



## What does the day look like?

- 9:00 – Registrations Open
- 9:30 – Collaborating with Office 365 and OneDrive
- 11:00 – Morning Tea
- 11:30 – OneNote as Collaborative Workbook
- 12:15 – Creating Class Notebooks
- 13:00 – Lunch
- 13:30 – Formative Assessment with Forms
- 14:00 – Flipped Classrooms with Office Mix Video
- 14:30 – Build cloud-based presentations with Sway
- 15:00 – Tour of Haileybury City's unique campus
- 15:30 – Finish

## Where do I sign up?

Register at: <https://aka.ms/collaborative-classroom>

Date: Friday 2 June 2017

Time: 9:00am – 3:30pm

Location: Haileybury City, 383 King Street, West Melbourne VIC 3006

(The school is a short walk from Flagstaff Station and limited parking is available at the bottom of the campus.)

Cost: Free

If you have any questions regarding the event, please contact [a-trwall@microsoft.com](mailto:a-trwall@microsoft.com)

