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GOOGLE WORKSPACE

OFFICE COLLABORATION TOOLS USAGE

2024

※ **This course will be conducted in Mandarin**

DATE : 7/24 9AM-12PM

Location: Main Campus Computer Classroom

Audience: NTHU Students, Faculty, and Staff



COURSE OUTLINE

- 01 Workspace
- 02 GMail
- 03 Chat
- 04 Docs/Sheets/Slide
- 05 Drive
- 06 Google Meet
- 07 Calendar
- 08 Classroom
- 09 Gemini
- 10 Collaboration Platform
- 11 Account Setup, and Security

REGISTRATION

