

Example of google doc report

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Google Docs is a web-based application offered by Google Inc. as part of a comprehensive package of online applications. The application support the creation, editing and storage of documents and spreadsheets online while at the same time facilitating online collaboration with other users. Google Docs has its origin in two separate applications namely; Writely and Spreadsheets. The presentation programs in the two products were developed by Tonic Systems. Currently, Google Doc has been replaced with Google Drive.

Google Docs is Google's " software as a service" office package that contains documents, spreadsheets, and presentations. The application does not require installation procedures on any computer to work. As long as the machine is connected to the internet, Google Docs is easily accessed. A user will save his documents in a variety of formats that include ODF, Office Open XL, RTF, Text, AND HTML. The documents are automatically saved in the clouds with the most recent editing history automatically kept for the purposes of review if need be. Documents can also be tagged and archived for organizational reasons. The advantage with the application is that it is currently supported of browsers and operating systems.

Since it a collaborative application in which multiple remote users can work together in real time, it has found a lot of applications in the classroom. Students can share their work with teachers and fellow students in real time. Integrated reference tools and smart spell checker allow students convenient writing support in one page. Also, built in research tools provide students with an opportunity to engage in real world writing with seamless options for creating links, citations, and folders. It also allows the writer to choose the people to share with, thereby providing the much needed flexibility.

It provides students with excellent brainstorming tools needed to develop new ideas. Both quick and slow learners benefit from the applications in the drawing component. It also saves time and energy especially in providing students with a starting point in digital projects. Sharing you own templates with the students gives them a clue of what is supposed to be done.

References

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