

TECHNOLOGY WORKS!

How Might Technology Assist You in the Workplace?

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Technology has become an integral part of our everyday lives. We use cell phones, email and GPS systems almost without thinking about it.

Many other technologies exist to help you in your work with children and families. These technologies will never replace relationships, but can be helpful in light of decreasing budgets and increasing expectations.

Consider trying some of those listed below – most are **free** and can be used to support performance within and outside of your organization.

For Use at Work

If you want to...	Try...
Create your own website	WetPaint.com or Google site (sites.google.com)
Set up a webconference	DimDim.com or Fuze.com (no webcams needed)
Store and organize your websites	Delicious.com
Store e-documents online	Box.net
Record a Skype session	Callburner.net
Use an alternative to Powerpoint	Prezi.com
Have Microsoft Office-like programs on your computer	Openoffice.org

Just for Fun

If you want to...	Try...
Create word clouds	Wordle.net
Create your own video	Animoto.com
Create a cartoon version of yourself	Voki.com
Edit video and audio files	Audacity (audacity.sourceforge.net)

For more free applications relevant to professional development, visit Larry Edelman's site at exploringtech.wordpress.com

What happens if you **need help** when learning about a new technology? Try these strategies:

- If you don't know what a term means, look it up on wikipedia, webopedia.com or search for a tutorial by common craft on youtube.
- If you are stumped with a new application, try the tutorial first. If you still need assistance, look for the words HELP and SUPPORT on the page.
- If you continue to have difficulties after accessing HELP and SUPPORT, do a smart search by using Google and typing in your specific question.

