



Harvard LTER Schoolyard Program

Teacher Developed Lessons and Documents that integrate
Harvard Forest Schoolyard Ecology Themes into curriculum.

- **Presentation Title:** *Using Google Document to enter Harvard Forest Schoolyard Ecology Study Data; It's Easy and Fun!!*
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- **School:** J.R. Briggs Elementary School, Ashburnham
- **Level:** 5th Grade
- **Date:** April 13, 2011



Using Google Document to enter Harvard Forest Schoolyard Ecology Study Data

It's Easy and Fun!!

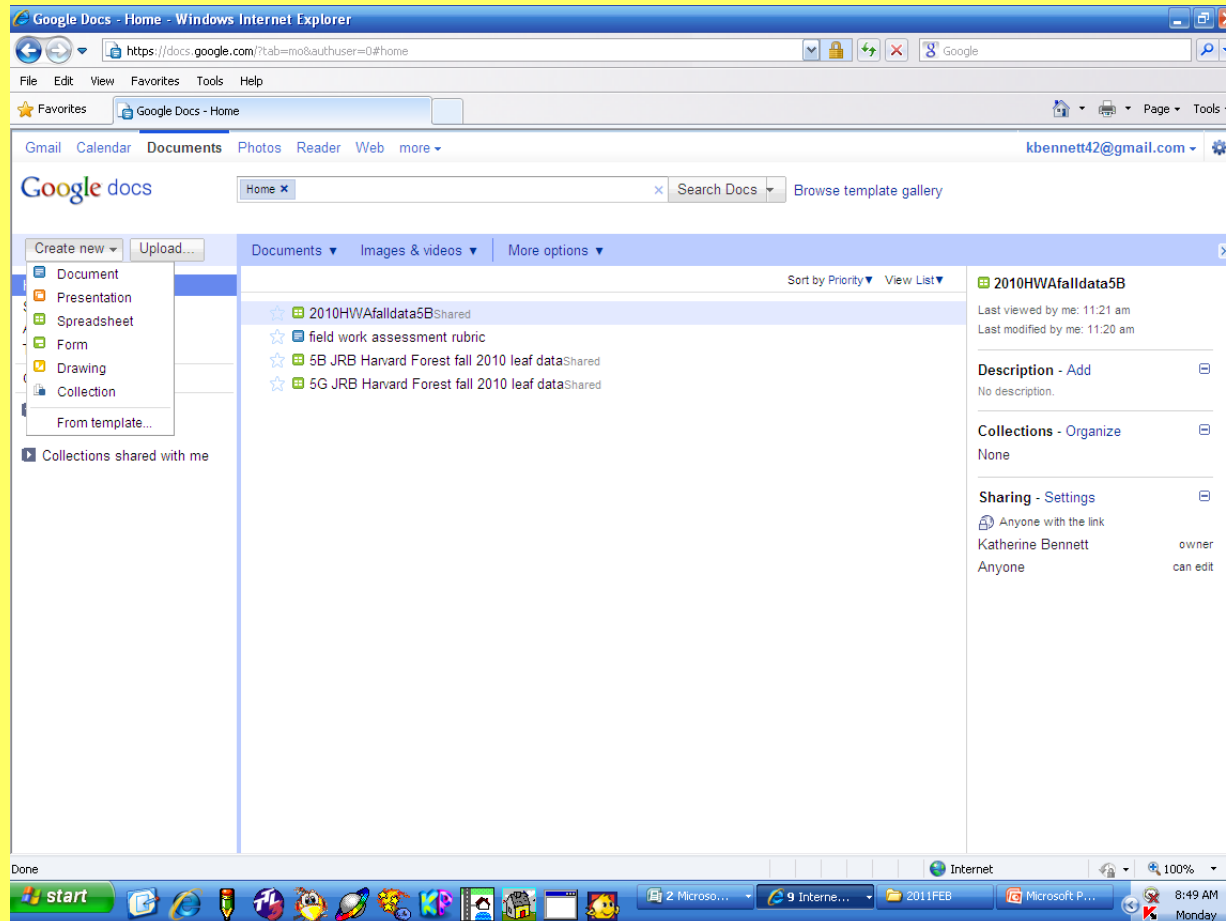


This method allows students to enter their data at the same time in the computer lab. It is fast and fun!

To create a Google doc you have to have a gmail account. It's easy and free. They must have made a hell of a deal with Microsoft!



Sign into Gmail and click on documents. Go to Create New on the left hand side. Go down to excel.



You can copy and paste the information from your study protocol spreadsheet.

2010HWAfalldata5B - Windows Internet Explorer

https://spreadsheets0.google.com/ccc?key=tZMWHZyU011ZZrVRw3m9K7w&authkey=CNmW5OwD#gid=0

File Edit View Favorites Tools Help

Google docs ☆ 2010HWAfalldata5B Anyone with the link

File Edit View Insert Format Form Tools Help

Formula: Show all formulas

| | A | B | C | D | E | F | G | H | I |
|----|---------------------------|--------|-------------------|--|------|--------|---|---|---|
| 1 | JRB-fall hwa-bennett-2010 | | | | | | | | |
| 8 | Site Description: | | Site Description: | JRB nature trail mixed hardwoods/conifers 42°37' N 71°56'W | | | | | |
| 9 | DATE | TREEID | HEALTH | WOOL | EGGS | GROWTH | | | |
| 10 | 10/27/2010 | 1 | 0 | 0 | 0 | 5.1 | | | |
| 11 | 10/27/2010 | 2 | 0 | 0 | 0 | 6.8 | | | |
| 12 | 10/27/2010 | 3 | 0 | 0 | 0 | 9.5 | | | |
| 13 | 10/27/2010 | 4 | 0 | 0 | 0 | 6.9 | | | |
| 14 | 10/27/2010 | 5 | 1 | 0 | 0 | 6.7 | | | |
| 15 | 10/27/2010 | 6 | 0 | 0 | 0 | 5.6 | | | |
| 16 | 10/27/2010 | 7 | 0 | 0 | 0 | 5.1 | | | |
| 17 | 10/27/2010 | 8 | 1 | 0 | 0 | 10.7 | | | |
| 18 | 10/27/2010 | 9 | 0 | 0 | 0 | 7.5 | | | |
| 19 | 10/27/2010 | 10 | 1 | 0 | 0 | 7.3 | | | |
| 20 | | | | | | | | | |
| 21 | | | | | | | | | |
| 22 | | | | | | | | | |
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Sheet1

start 2 Microso... 9 Interne... 2011FEB Microsoft P... 8:59 AM Monday

Another nice feature- you can create drop down menu- especially helpful for the Buds study. See *instructions below*

The image shows a Windows Internet Explorer browser window with two tabs. The left tab is titled "Creating in-cell dropdown lists : General - Google Docs Help - Windows Internet Explorer" and displays the Google Docs help page for creating in-cell dropdown lists. The right tab is titled "5B JRB Harvard Forest fall 2010 leaf data - Windows Internet Explorer" and displays a Google Sheet.

Google Docs Help: Creating in-cell dropdown lists

You can create dropdown lists in individual cells using the data validation tool in Google spreadsheets. There are two options for in-cell dropdown lists: validation against a range and custom lists.

Follow these steps to create an in-cell dropdown list via validation against a range.

1. Enter data into a range of cells.
 - For example, populate A2:A5 with X, Y and Z respectively.
2. Select the cell you would like to validate.
3. Under the **Tools** menu, select **Data validation...**
4. In the drop down menu next to **Criteria:** select **Items from a list**.
5. Make sure that the button next to the 'Create list from range' option is clicked.
6. Select the range of cells you entered data in during Step 1.
7. Click **Save** and the cell you chose to validate will have a dropdown arrow in it with the data in your cell range as the potential input values.

Note: if you change the contents of the range you've selected, the changes will be reflected in the list contained in the validated cell.

Follow these steps to create an in-cell dropdown list via a custom list.

If you enter a value in a cell with a dropdown list that is not a value listed, you will see a data validation error for the cell. Alternatively, you can constrain inputs by unchecking the box next to 'Allow invalid data, but show warning.'

Checking the box next to the 'Show list items in a drop-down menu' option will hide the dropdown arrow in the cell.

Learn from other users in the [Google Docs Help Forum](#)

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Google Sheet: 5B JRB Harvard Forest fall 2010 leaf data

The Google Sheet displays a table with the following columns: Date, TreeID, Species, Ltotal, Lfallen, and Tcolor. The TreeID column has a dropdown menu open, showing a list of values: 1A, 1B, 2A, 2B, 3A, 3B, 4A, 4B, 5A, 5B, 6A, and 6B.

| Date | TreeID | Species | Ltotal | Lfallen | Tcolor |
|------|--------|---------|--------|---------|--------|
| | 1A | | | | |
| | 1B | | | | |
| | 2A | | | | |
| | 2B | | | | |
| | 3A | | | | |
| | 3B | | | | |
| | 4A | | | | |
| | 4B | | | | |
| | 5A | | | | |
| | 5B | | | | |
| | 6A | | | | |
| | 6B | | | | |

**Save. Now go to Share- Upper right hand side.
Choose *Anyone who has link can edit***




Sharing settings

Paste this link in email or IM (allows editing):

<https://spreadsheets.google.com/ccc?key=0AubGqslxXm3xdGVQcTU5aWp2Y>

Or share the link using: [Gmail](#) [Buzz](#) [Facebook](#) [Twitter](#) [Reset link](#)

Permissions:

| | |
|--|------------------------|
|  Anyone who has the link can edit | Change |
|  Katherine Bennett (you) | Can edit ▼ × |
|  Tiffer.davis | Is owner |

Add people:




Enter names, email addresses, or groups...

Editors will be allowed to add people and change the permissions.

Close

Sharing settings

Visibility options:

- ☐  **Public on the web**
Anyone on the Internet can find and access. No sign-in required.
- ☒  **Anyone with the link**
Anyone who has the link can access. No sign-in required.
- ☐  **Private**
Only people explicitly granted permission can access. Sign-in required.

Edit access:

- ☒ Allow anyone to edit (no sign-in required)

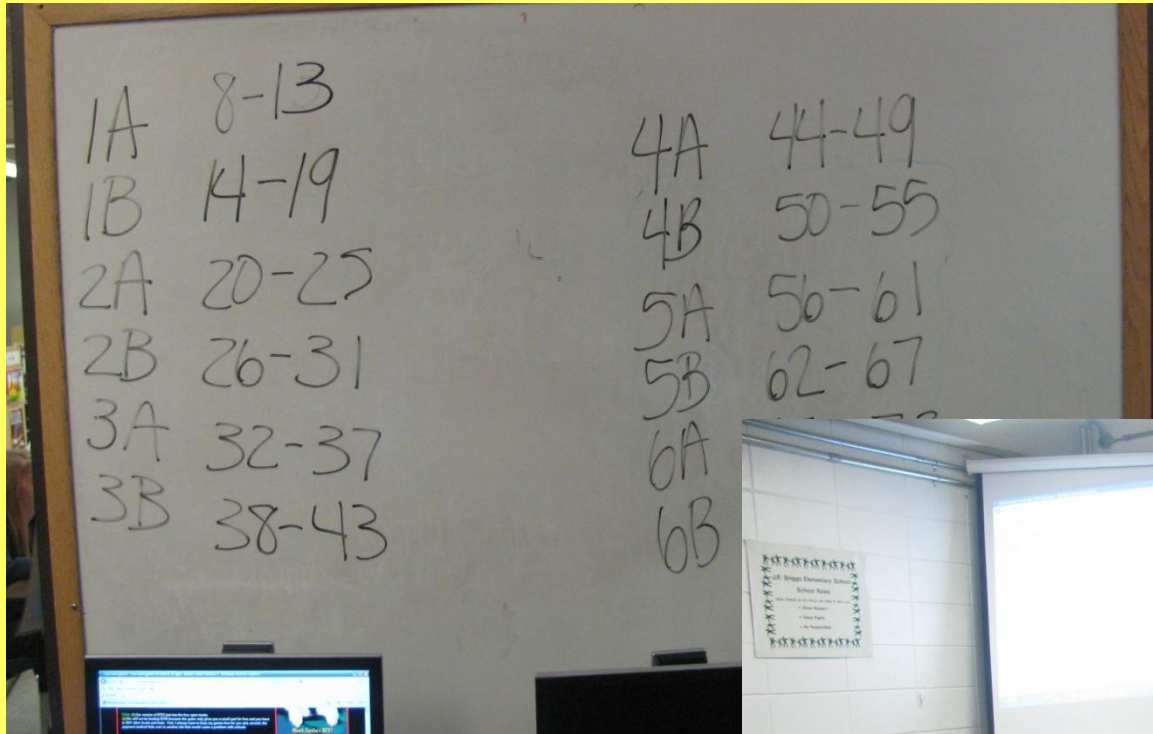
Note: Items with any visibility option can still be published to the web. [Learn more](#)

Save

Cancel

[Learn more about visibility](#)

When you go into the tech lab –
Assign each student/pair/group rows for their data.



JRB Harvard Forest fall 2010 leaf data - Windows Internet Explorer

Google docs JRB Harvard Forest fall 2010 leaf data

File Edit View Insert Format Form Tools Help

Formula: Date

| | A | B | C | D | E | F | G |
|----|-------------------|--------|---------|--------|---------|--------|---|
| 1 | School Name: | | | | | | |
| 2 | Teacher Name: | | | | | | |
| 3 | Grade Number: | | | | | | |
| 4 | Class Name: | | | | | | |
| 5 | Site Description: | | | | | | |
| 6 | | | | | | | |
| 7 | Date | TreelD | Species | Ltotal | Lfallen | Tcolor | |
| 8 | 10/5/2010 | 1A | RM | 6 | 0 | 2 | |
| 9 | 10/13/2010 | 1A | RM | 6 | 0 | 4 | |
| 10 | 10/18/2010 | 1A | RM | 6 | 2 | 4 | |
| 11 | 10/26/2010 | 1A | RM | 6 | 6 | 4 | |
| 12 | 11/1/2010 | 1A | RM | 6 | 6 | 4 | |
| 13 | | | | | | | |
| 14 | 10/5/2010 | 1B | RM | 6 | 1 | 1 | |
| 15 | 10/13/2010 | 1B | RM | 6 | 1 | 1 | |
| 16 | | | | | | | |
| 17 | | | | | | | |

Sheet1

EXIT

listen

Decide together

Share the work

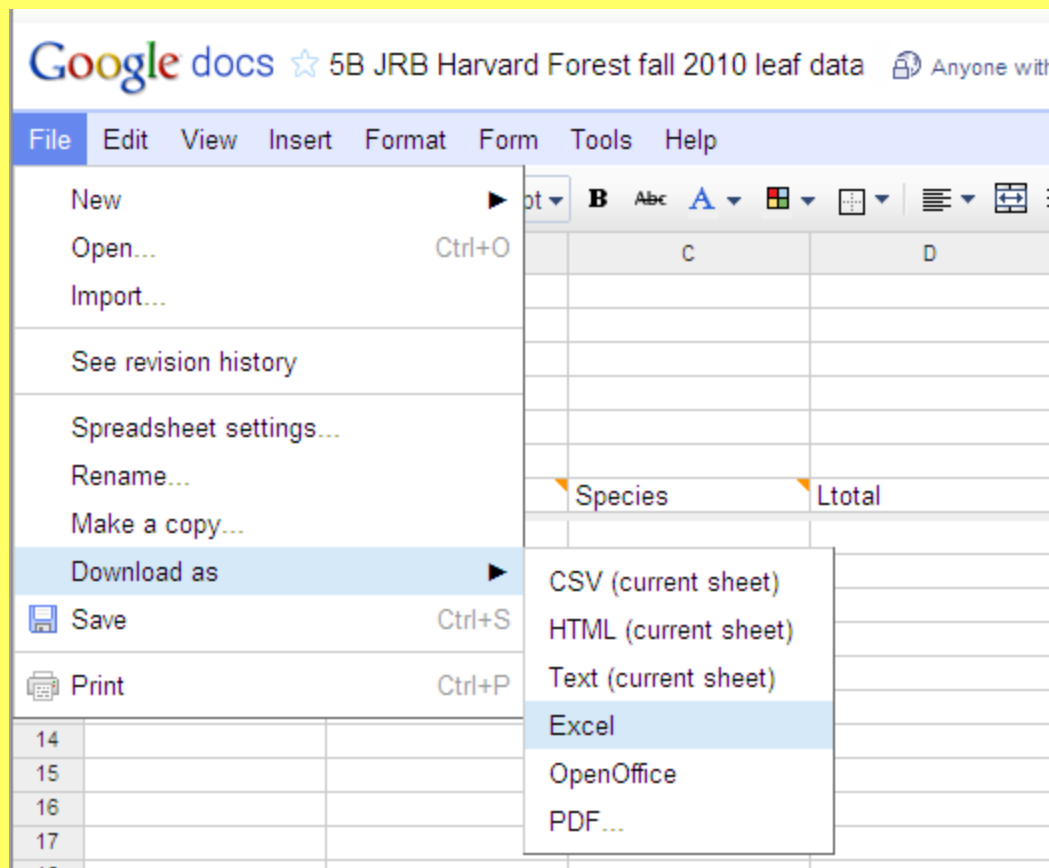
Help each other

It's exciting when the kids see their data come up and everyone else's too!

When you are done, save a copy for yourself. You may want to change your share settings too. Your spreadsheet can be copied and pasted on to the spreadsheet you want to send to Harvard Forest or you can download it as an excel file.

**There is a lot you can do with Google Docs!
I am a beginner so you may find easier ways to do some of this.**





Special thanks to Tiffany Davis — Couldn't do it without you!!