

# Shared documents for data gathering

Using Google drive or Microsoft Office 365

Follow this presentation online by scanning the qr code



# For education and research purposes

Today, we're looking at front pages. Each student spend 3 mins to:

- Check the main story of the front page of your local news paper

Write the title, place of origin and topic in this shared document:

[https://docs.google.com/spreadsheets/d/1J-3ecW7USIXA9tKi\\_GcxIKrLyTW4ECIzeYBRjR\\_kSBk/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1J-3ecW7USIXA9tKi_GcxIKrLyTW4ECIzeYBRjR_kSBk/edit?usp=sharing)

# Discussion

- What characterizes the stories of today?
- How many stories overlap?
- How does the local paper contribute to the national news?

Write your answers and discuss the case here:

<https://docs.google.com/document/d/1gdcm0MpHp9AclIzi01loop587I7WFeSXjqZN8Q1tRY4/edit?usp=sharing>

# Use either Google Drive og Microsoft Office 365

- Creator need a Google account/Microsoft account (but this is free of charge)
- User doesn't need account
- Choose "file">"share"
  - Decide whether the readers can make comments or even edit the document
- Copy the link and insert it in fronter/it's learning
- Or create a qr-generator on the net (just google "qr generator" and follow instructions)

# Google vs Microsoft - which to use?

## Google:

- ❑ Many journalists use Google Sheets to gather data.
- ❑ This can be used for other digital purposes, like presentations or java scripting
- ❑ Security issues: do not collect sensitive data in Google Drive - who's really whatching?

## Microsoft

- ❑ Can be combined with other Office products
- ❑ Security issues: better than Google, but still dependant of American laws and regulations
- ❑ My experience: Microsoft is actually slower to synch and less stable than Google. Google offer more functionalability than online verisons of Word and Excel

### List of newspaper headlines in Excel:

[https://mediehogskolen-my.sharepoint.com/personal/esormo\\_nla\\_no/\\_layouts/15/guestaccess.aspx?guestaccesstoken=8MXYcnXSCoMw3ADOasJ89Oy2Rf3liQHCwz0zImCin58%3d&docid=1bc582fbc071c4416b6e09ff210587eaa&rev=1](https://mediehogskolen-my.sharepoint.com/personal/esormo_nla_no/_layouts/15/guestaccess.aspx?guestaccesstoken=8MXYcnXSCoMw3ADOasJ89Oy2Rf3liQHCwz0zImCin58%3d&docid=1bc582fbc071c4416b6e09ff210587eaa&rev=1)

## Either way:

- ❑ In lectures: activates the student and make them participators rather than an audience
- ❑ Data stored using either Google and Microsoft can easily be copied and pasted to the other provider
- ❑ Students get to know powerful tools which can also be used for editorial purposes in a future job
- ❑ Both providers have other powerful fatures, like creating query forms to easy collect data through the net