

INTERVENTION LNA



GOOGLE WORKSHOP AROUND ENTREPRENEURSHIP

29/06/2021 - Lina VON PACZENSKY



AGENDA

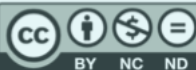


- **Google Calendar Recap**
- **Google Search Tips**
- **Workshop**

Recap Google Calendar



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Recap Google Calendar

**CREATE AN
EVENT**
**- DON'T FORGET
THE BASICS**
(and the add-ons)

The screenshot shows the 'Add Event' form in Google Calendar. At the top, there is a close button (X) and a 'Save' button. The event title is 'Add title'. The date and time are set to 'Jun 29, 2021' from '12:00pm' to '12:50pm' in the 'Time zone'. There is an 'All day' checkbox and a 'Does not repeat' dropdown. Below this, there are tabs for 'Event Details' and 'Find a Time'. The 'Event Details' tab is active, showing a blue button to 'Add Google Meet video conferencing', an 'Add location' field, a notification dropdown set to '10 minutes', and an 'Add notification' section with a calendar icon, 'Lina LKD', and a red circle. There are also 'Busy' and 'Default visibility' dropdowns. At the bottom, there is a rich text editor with icons for link, bold, italic, underline, list, link, and unlink, and a text area for 'Add description'. On the right side, there is a 'Guests' section with an 'Add guests' button and 'Guest permissions' with checkboxes for 'Modify event' (unchecked), 'Invite others' (checked), and 'See guest list' (checked).



sharing

SHARE YOUR CALENDAR

- with different visibility

Share with specific people

Person Permission Settings [Learn more](#)

Person	Permission Settings	Action
<input type="text" value="Enter email address"/>	See all event details	Add Person
phyliskhare@gmail.com	Make changes AND manage sharing	
debbie@incrediblehands.com	Make changes to events	
andreavahl@gmail.com	Make changes AND manage sharing	

Tip: Sharing with coworkers?
Companies can move to Google Calendar to make sharing easier. [Learn how](#)

- Make changes AND manage sharing
- Make changes AND manage sharing
- Make changes to events
- See all event details
- See only free/busy (hide details)



Recap Google Calendar

One or Larger

**CREATE
MULTIPLES
CALENDARS**
per project / team /
client

My Calendars Calendars I can view and modify

CALENDAR	SHOW IN LIST all time	NOTIFICATIONS	SHARING
<input checked="" type="checkbox"/> TASKS for Phyllis Khare	<input checked="" type="checkbox"/>	Edit notifications	Shared Edit settings
<input type="checkbox"/> Birthdays	<input type="checkbox"/>		
<input checked="" type="checkbox"/> Business calendar	<input checked="" type="checkbox"/>	Edit notifications	Shared Edit settings Unsubscribe
<input checked="" type="checkbox"/> House Calendar	<input checked="" type="checkbox"/>	Edit notifications	Shared Edit settings Unsubscribe
<input type="checkbox"/> Product Launch Flow all the products and when to start promoting them	<input type="checkbox"/>	Edit notifications	Shared Edit settings Unsubscribe
<input checked="" type="checkbox"/> Retailer's calendar	<input checked="" type="checkbox"/>	Edit notifications	Shared Edit settings Unsubscribe
<input checked="" type="checkbox"/> SMMS List Schedule	<input checked="" type="checkbox"/>	Edit notifications	Shared Edit settings Unsubscribe
<input checked="" type="checkbox"/> EDITORIAL CALENDAR Retailer's promotion themes and other seasonal themes to set up social events and promotions	<input checked="" type="checkbox"/>	Edit notifications	Shared Edit settings Unsubscribe
<input checked="" type="checkbox"/> Task Journal Shared space to put upcoming events and seasonal topics that needs to be published on the blog and in social.	<input checked="" type="checkbox"/>	Edit notifications	Shared Edit settings Unsubscribe



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Recap Google Calendar

Color Code

USE COLOR
CODES TO
DIFFERENTIATE

The image shows a Google Calendar grid for a week, with days from Sunday to Saturday. The grid is filled with color-coded blocks representing different tasks and events. The colors used are green, yellow, orange, red, blue, purple, and cyan. The tasks are as follows:

Day	7:00 - 8:00	8:30 - 9:00	9:30 - 10:00	10:30 - 11:00	11:30 - 12:00	12:30 - 1:00	1:30 - 2:00	2:30 - 3:00	3:30 - 4:00	4:30 - 5:00
Sun										
Mon										
Tue	8:00 - 8:30 MONTH FOCUS: Graduation, internship, job hunt, social profile review	8:30 - 9:00 MONTH FOCUS: Graduation, internship, job hunt, social profile review	9:30 - 10:00 MONTH FOCUS: Graduation, internship, job hunt, social profile review	10:30 - 11:00 MONTH FOCUS: Graduation, internship, job hunt, social profile review	11:30 - 12:00 MONTH FOCUS: Graduation, internship, job hunt, social profile review	12:30 - 1:00 MONTH FOCUS: Graduation, internship, job hunt, social profile review	1:30 - 2:00 MONTH FOCUS: Graduation, internship, job hunt, social profile review	2:30 - 3:00 MONTH FOCUS: Graduation, internship, job hunt, social profile review	3:30 - 4:00 MONTH FOCUS: Graduation, internship, job hunt, social profile review	4:30 - 5:00 MONTH FOCUS: Graduation, internship, job hunt, social profile review
Wed	8:30 - 9:00 SEMESTER LIST FOCUS - Calendar System Creation	9:30 - 10:00 SEMESTER LIST FOCUS - Calendar System Creation	10:30 - 11:00 SEMESTER LIST FOCUS - Calendar System Creation	11:30 - 12:00 SEMESTER LIST FOCUS - Calendar System Creation	12:30 - 1:00 SEMESTER LIST FOCUS - Calendar System Creation	1:30 - 2:00 SEMESTER LIST FOCUS - Calendar System Creation	2:30 - 3:00 SEMESTER LIST FOCUS - Calendar System Creation	3:30 - 4:00 SEMESTER LIST FOCUS - Calendar System Creation	4:30 - 5:00 SEMESTER LIST FOCUS - Calendar System Creation	5:30 - 6:00 SEMESTER LIST FOCUS - Calendar System Creation
Thu	9:00 - 10:00 Work on Google Project: SMS/Lat Product	9:00 - 10:00 Work on Google Project: SMS/Lat Product	9:00 - 10:00 Work on Google Project: SMS/Lat Product	9:00 - 10:00 Work on Google Project: SMS/Lat Product	9:00 - 10:00 Work on Google Project: SMS/Lat Product	9:00 - 10:00 Work on Google Project: SMS/Lat Product	9:00 - 10:00 Work on Google Project: SMS/Lat Product	9:00 - 10:00 Work on Google Project: SMS/Lat Product	9:00 - 10:00 Work on Google Project: SMS/Lat Product	9:00 - 10:00 Work on Google Project: SMS/Lat Product
Fri										
Sat										



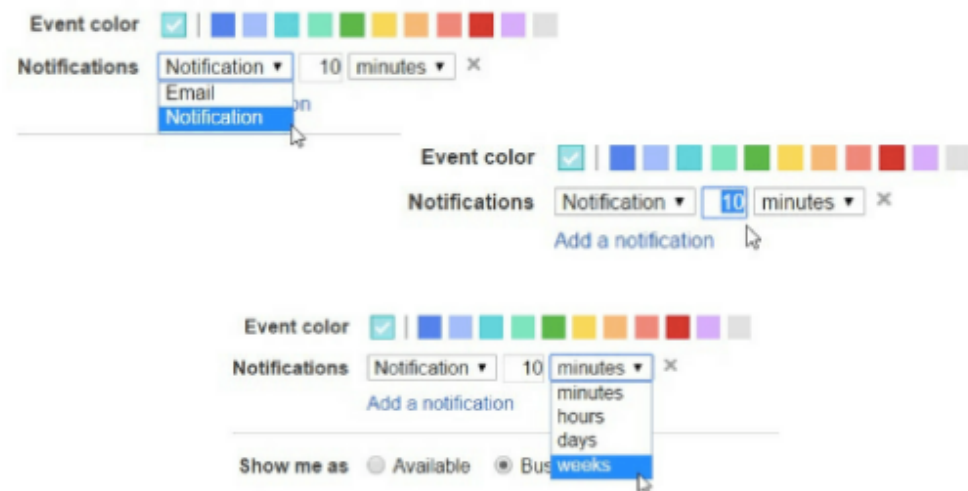
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Focus Google Calendar

Multiple Reminders

STAY ON
TRACK



TIME
BLISS
using
Google Calendar



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Google L

TASKS
My Tasks

SAT
3

Calender view showing a green bar labeled 'dly'.

Task list:

- Add a task
- Confirm inauguration date (Wed, Jun 30)

Context menu options:

- Add a subtask
- Delete
- ✓ My Tasks
- New list...

CONNECT NOTES AND TASKS

Google L

KEEP
Notes

Week

Calendar view showing a green bar labeled 'dispos calendly 8 - 10:50am' on Friday.

Note editor:

Title

Take a note...

Done

HOW TO SEARCH PROPERLY

Google

Search bar with a magnifying glass icon on the left and a microphone icon on the right.

Google Search

I'm Feeling Lucky

Google offered in: [Français](#) [Deutsch](#)

EXERCISE

1. RESEARCH EXERCISE (30mins)

- Discover the world of entrepreneurship and research one of the following topics
 - a) Business Model Canvas
 - b) Minimum Viable Product
 - c) Startup Weekends



EXERCISE

2. STRUCTURE YOUR FINDINGS (30mins)

- Build a presentation using Google Slides
- Structure your presentation, think about what and how to share
- Careful - not too much text on the slides !

3. PRESENT !

- Each team has 15 mins



RESEARCH TOPICS

- Explain what it is.
- In what context is it used ?

A) BUSINESS MODEL CANVAS

- Pick one field of the model and explain it in detail.
- What are the most common business models ?

B) MINIMUM VIABLE PRODUCT

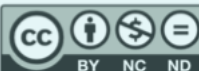
- What is the notion of prototyping ?
- What is a proof of concept ?

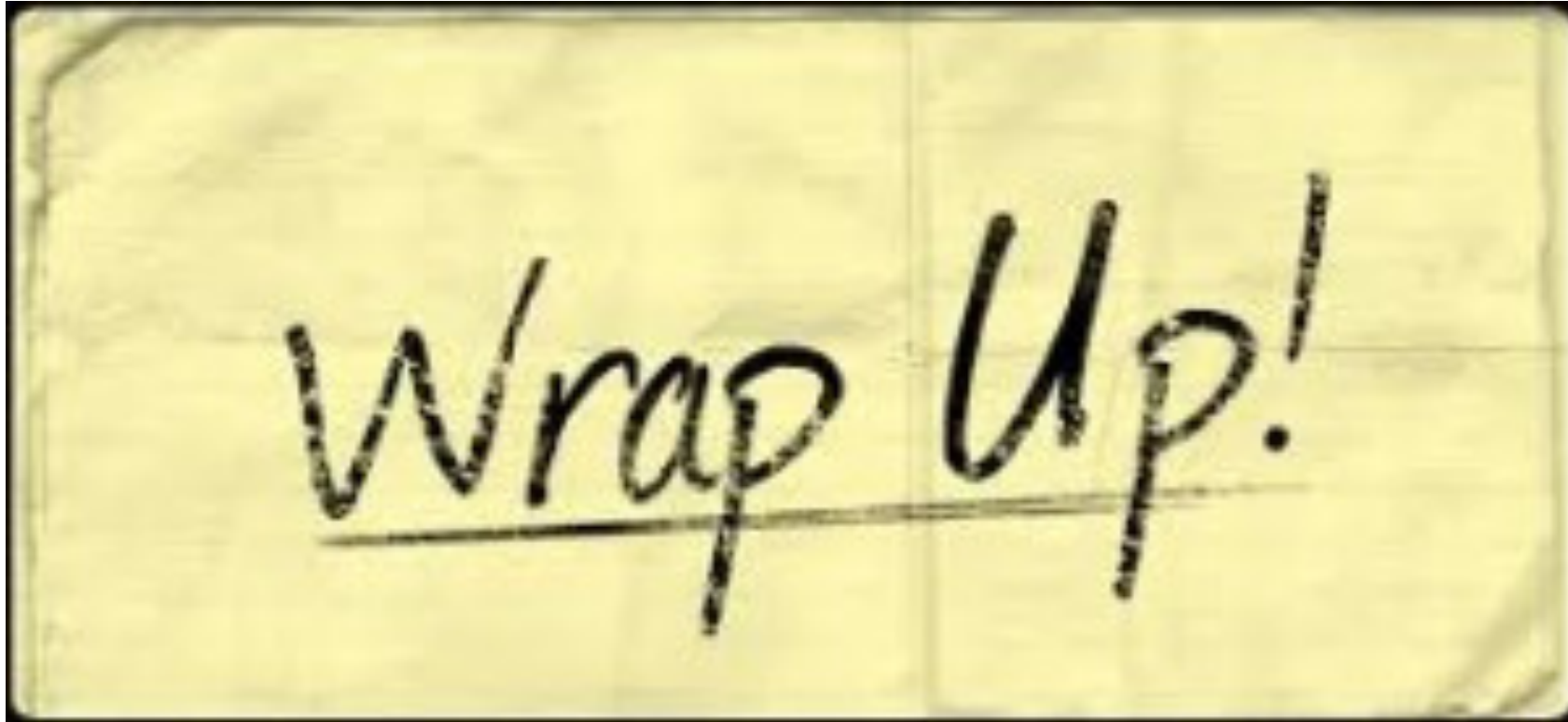

C) STARTUP WEEKENDS

- Present the event ITSB organised by MartiniqueTech
- Present the event Ocean Hackathon



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Wrap Up!



THANK YOU

RESPONSABLE DES OPÉRATIONS/ PÉDAGOGIE

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